IEEE Region 2 Spring 2009 Meeting
Youngstown, Ohio
April 18-19, 2009

1. The meeting was called to order by Director Bill Walsh at 12:10 PM.

2. The meeting participants introduced themselves. Attendee list attached.

3. The minutes of the Fall 2008 meeting were approved.

4. Bill Walsh presented the new Region 2 organizational structure.

5. A motion was made to approve the committee appointments proposed by the director.
    This motion was approved unanimously.

6. The Director's report presented by Bill Walsh was pulled from IEEE board presentations.
    The Region 2 bylaws have to be revised to reflect the new organization. Marc Apter will
    be drafting a revision to the bylaws.

7. There was a discussion about IEEE Standards. Sections should help our members get
    involved with standards; our web sites should have links to standards. Sections can be a
    conduit for standards and section involvement with standards is something that would be
    of benefit to and recognized by industry.

8. Ralph Ford gave the Director Elect Report. He is working on developing an automated
    system to send a welcome email to new members from the director. He has personal
    interest in K-12 activities and wants to hear from all sections on their activities on this
    topic. Wole Akpose is setting up a committee in Region 2 with members from the
    sections for Membership Recruitment and Retention in the region, for which he is seeking
    participants. Please identify the section membership development/Membership
    Recruitment and Retention chairs. Ralph said that sections should use vTools meeting to
    announce their meetings. Sections should contact Ralph to set up automatic emails to
    their new members.

9. John Dentler gave the Past Director Report. He is responsible for recommending
    candidates for a new director elect and will assemble a committee to select candidates.

10. John Dentler gave the Treasurer's Report for Bill Semancik. Region 2 assessment is $2
    per member of Region which the region uses to help cover expenses, A question was
    raised about the fall meeting: should we have an face-face meeting in the fall or should
    we do it via teleconference?   A telconference would save funds which can be used for
    other purposes and to build up the reserve. Bill Walsh is in favor of a telconference.
    One new expense is to send two members to a student conference in Singapore.
    Concentration banking has given the region $500 which is being used for awards for the
    concurrent student conference. Marc Apter stated that IEEE is working on having credit
    card charges from members directly into section concentration banking. For example,
    meeting fees paid for by credit card would go directly into the section concentration
    banking accounts.

11. Paviz Famouri gave the Member and Geographic Activities (MGA) Report. He gave a
    personal example of the advantage of being an IEEE member and the networking that
    comes with IEEE membership. A friend who moved to New York (NY) was looking for a
    job and Parviz contacted people he knows in NY through IEEE to introduce his friend for
    potential job opportunities.

The presentations are on the Region2 web site,
http://www.ewh.ieee.org/reg/2/R2M/2009/April_2009/index_meeting_0904.html
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12. Joe Kalasky gave the Awards and Recognition report. He discussed fellows, the MGA large and small section awards and encouraged sections to apply. He encouraged us to think of people who should be considered for the 12 MGA awards. In some years no applications have been received for some of these awards. The awards and recognition information should be linked to our web site, as should the IEEE-USA awards. Bill Walsh encouraged everyone to make nominations for these awards.

13. Adrienne Hahn gave the Membership Development (MD) report for Wole Akpose. The IEEE has give away items such as pencils, magnets, luggage tags, etc. For these items contact the MGA MD staff. For MD literature visit ieee.org/mdsupplies. Half price membership starts in March, however if one joins after 15 August then membership is for rest of this year and all of next year. The point was that if one joins between March and 15 August, the bill is half price; if one joins after 15 August the cost is full price but it covers through the next calendar year.

14. Rachel Krepps gave a verbal Graduates Of the Last Decade (GOLD) report. There are seven GOLD groups in the region, two of which are new. She ran a workshop the morning of 18 April for 30 graduating seniors at the Student Activities Conference (SAC). There is interest from the Cincinnati section about forming a GOLD group. The Youngstown section GOLD desires to have activities with the Pittsburgh GOLD group.

15. Marc Apter gave the Life Members report. He needs reports from the Life member chapters, and is looking for sections to organize life members groups. The IEEE Life Member committee makes money available to life member group for activities and projects.

16. Holly Cyrus gave the Women In Engineering (WIE) report.   Three WIE magazines have been published in hard copy. She invited everyone to attend the third annual WIE conference being held in White Plains, NY in September 2009. The WIE conferences were started in Region 2.

17. Merrill Buckley gave a report on the 125th Anniversary.   He told how he was involved in the 100th anniversary in Boston, which was a worldwide get together and became the impetus to start the Sections Congresses. There is an IEEE history meeting in Philadelphia on 5-7 August 2009, and he would like sections to participate by signing up for history committee. The Philadelphia section coupled their anniversary celebration with their annual dinner event. He suggested that every section consider doing something similar. Bill Walsh suggested that if they don't have an event to start an annual event, and put it on the Region 2 web site. Sections should contact Jeff about these events. There are also national links to put section's 125th celebration events on.

18. Murty Polavarapu gave a report on IEEE-USA. Murty suggested placing a link on the Region 2 web site to the IEEE-USA conference.   He wants feedback from sections about actions that were to be taken in the region on energy and volunteers. Murty offered to help sections with putting on an IEEE-USA information meeting; interested sections should contact him to schedule a meeting. Section Career and Workforce Policy committees should arrange a meeting for section members in order to counsel members about career planning, resume writing, etc. at no cost to the section. Merrill Buckley asked about job fairs. Someone mentioned that companies are not willing to participate due to lack of jobs. It was suggested that sections post resumes and jobs online. As an example, Cincinnati has a web site with jobs available in the area and keeps it updated.

19. Murty Polavarapu gave the Professional Activities Committee for Engineers (PACE) report for Carole Carey.

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20. Larry Stern gave the Technical Policy & Government Affairs report. He asked how many people contacted a congressional member and how many have thoughts about the administration's stimulus package. He wants to get Region 2 involved with a support package. IEEE-USA will provide funding to the sections for technical policy speakers. IEEE-USA has information on the stimulus package on their web site. H1B visas have dropped below quota for this year. There is an Energy Fly-In in June 2009 and a Science Technology Engineering and Math (STEM) innovation conference in October 2009. Larry would like input and comments on: (1) treatment of technical personnel, (2) health insurance for portable plans, (3) energy efficiency policy, and (4) transitions of refugees

21. AB Shafaye gave the Educational Activities Board (EAB) report. He suggested putting together a web site similar to what Region 3 has. Moshe Kam said that the EAB gives awards to high school teachers who make a difference. This makes a big difference in the community. Schools are very enthusiastic about these awards.

22. Doug Tipton gave the Continuing Education report. "Expert Now" is not being used very much, and Doug would like feedback on what issues are there with expert now,

23. Joe Burns gave the Student Professional Awareness Conference (SPAC) Report. He would like to have 12 SPACS in Region 2 this year. Each section should check with its student branches and encourage them to organize an SPAC.

24. Aimee Garay-Molly discussed STEM[1]. She is working to get programs into schools to make students aware of opportunities and careers that are available to them. The planned Teacher In Service Program (TISP) event was cancelled due to snow. Next year she plans to hold a TISP event for teachers in her six county area of Pennsylvania.

25. Bob Rassa gave the Conference Coordination Report. He wants to have sections involved in conferences; section chairs should get in touch with conference chairs to offer help in exchange for share of surplus funds. Sections should consider starting new conferences in their geographic areas.

26. Dennis Molly gave the Central Area Report. He presented a number of good ideas from sections in his area that can be used in other sections. He suggested visiting section web sites to pick up ideas.

27. Holly Cyrus gave the East Area Report. She gave a plaque to Bill Walsh and certificates to Larry Stern, Rachel Krepps, Bill Walsh and John Dentler for their support of the WIE conference held in the fall of 2008. She reported that the Southern New Jersey (NJ) section has an active social awareness activity to help the unfortunate. That section also has a strong WIE chapter.

28. Gerry Christman gave the South Area report. The Washington DC section runs a Junior academy that does outreach to K-12. There are 25 schools in DC area that are supported for science fair activities. They also supporting DC university Engineer's Week.

29. Charles Hickman gave a report on the Senior membership elevation panel that we held concurrently with the Region meeting. Charles is the Admissions and Advancement (A&A) chair. He can be reached via senior-member@ieee.org. A&A attempts to hold meetings in all 10 regions. A section can contact Charles and offer to hold a panel in their section. The examples for significant performance have been expanded and will be put on the web site. He suggested that the applicants should provide a bulleted list of significant performance including dates. It should also include a detailed resume with

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[1] STEM-Science, Technology, Engineering, Mathematics

timelines. As for references they should be individually written and detailed. They should not be copied and pasted. Region 2 had 14 applicants, 12 were found to be qualified, 2 were pending more information. The A&A staff notifies the applicant and the nominator about pending or unqualified decisions and they get an email with information about reason for decision. The bottom line for a successful application is to make sure detailed information is in the application. Bill Walsh wants the region to have more applicants.

30. Moshe Kam gave a report on the merger of Eta Kappa Nu (HKN) and the IEEE. Sections need to reach out to HKN chapters and talk to chapter advisors and student branches. Be mindful of sensitivities of both groups, and work to strengthen both. The Board of Governors (BOG) is going to identify chapters to the sections. There were a number of questions.   AB Shafye was concerned that engineering technology has a different honor society and this will impact his student branch.

31. Li Bai and Ryan Fillman gave a report on Student Activities which consisted of the successful SAC Conference held concurrently with the Region 2 meeting in Youngstown. There were over 170 students from 22 schools.

32. Joe Lillie, the IEEE Vice President for MGA, gave a report on MGA Implementation. Tell the public about the IEEE and bring more professionals into the fold. Access to SAMIEEE is being straightened out.   People who should have access to SAMIEEE will be given access and those who should not have access will be removed. We need to maintain the trust of the members and non-members in properly handling their data. The term "professional home" is derived from the technical societies which consider themselves to be the technical home for their members. MGA is taking the position that we (as IEEE) are the member's professional home. MGA is looking at different billing methods, such as monthly. The term of membership is being looked at for conversion from calendar year to anniversary date. They are looking at web conferencing to hold section meetings for those who cannot make these meetings due to distance and time constraints. MGA is looking into training IEEE volunteer leaders and certifying leadership at different levels. These levels should be of value to industry and will look good on a resume. They are looking at measuring regions and sections and rewarding them based on measured success. Section leaders might be asked to lay out goals and section rebate might depend on achieving the goals. There is a need to have aggressive awards program in the sections and the sections should be proactive. He discussed what sections can do for their community to give back and make the community aware of the IEEE. He suggested putting together a presentation to educate the public about cost saving by changing to Compact Fluorescent Lights (CFL) and Light Emitting Diode (LED) light bubs. He suggested talking to Lowes and Home Depot about funding give away items. He also suggested holding a seminar at a local building trade show. Other things that sections can do are to have students at meetings to discuss what the student section is doing, and have graduate students discuss their research. He suggested welcoming new members to the section as Ralph Ford is planning to do.   The bottom line is that the local level is the vital link to keeping the IEEE healthy, and we have to nurture new and young members. Retention of members is key.

33. Jeff gave a report on Communications, discussing the vTools meeting application, the web site, where to find the expense report, and the Region 2 Virtual Community.

34. At the end of the meeting a round table was held. For conferences, would it be useful to have a guest speaker from Region 4 discuss how to run conferences without the hassles associated with big conference while satisfying the IEEE legal requirements? There was a suggestion to organize a webinar as an alternative to having the guest speaker in person... Parviz Famouri suggested that in the future, a training session be held before the region meeting as Murty did this year. Bill Walsh wants to have several

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teleconference meetings to save money; perhaps we can use WebEx in these meetings. A motion was made to "Cancel the fall Region 2 meeting and hold two electronic meeting in its place." This was approved with one negative vote on the motion. There were comments from floor that these meetings are important for networking of new section officers.

35. The meeting was adjourned about noon on 19 May 2009.

Attendees Region 2 Spring 2009 mtg		
Achuthana	Ram	Philadelphia
Agili	Agili	Susquehanna
Apter	Marc	Bylaws/Parliamentarian
Bai	Li	Student Activities
Buckley	Merrill	125th Anniversary Chair
Burns	Joe	S-PAC Coordinator
Christman	Gerry	Area Chair (South)
Cyrus	Holly	Area Chair (East)
Dentler	John	Past Regional Director
Famouri	Parviz	MGA Coordinator
Fillman	Ryan	SAC Representative
Ford	Ralph	Director Elect
Friedhoffer	Jeff	Secretary
Fullerton	Samantha	So NJ
Golzy	John	Columbus
Hayes	Drew	Clevland
Jalai	Jalal	Youngstown
Javadi	Ailar	SAMIEEE Coordinator
Kalasky	Joe	Awards & Recognition
Kam	Moshe	EAB Chair, Finance Committee
Krepps	Rachel	Gold Program Regional Representative
Mallini	Monica	NoVa
Molly	Dennis	Area Chair (Central)
Mork	Brian	Johnstown
Nash	Charles	Cincinnati
Polavarapu	Murty	IEEE USA Coordinator
Rassa	Bob	Conference Coordinator
Ricalde	Lia	So NJ
Romaniuk	Anna	Baltimore
Shafaye	AB	Educational Activities
Sreela	Sasi	Erie
Stecker	Mark	W Va
Stern	Larry	Technical Policy Issues Coordinator
Tipton	Doug	Continuing Education
Twigg	John	Pittsburgh
Vela	Russell	Central Pa
Vitolo	Theresa	Erie
Voss	Rob	Akron
Walsh	Bill	Director
	Guests	
Lillie	Joe	IEEE VP MGA
Hahn	Adrienne	MGA staff, Membership Marketing and Communications Manager.
Hickman	Charles	A & A Committee Chair
Maestri	Denise	Supervisor Admission & Advancement
Hoffman	Dennis	Lima
Neuhard	Scott	Central Pa
Kessler	Kenan	Central Pa

Nevill	Dave	Central Pa
Zook	Jon	Central Pa
Lee	Wally	NoVa
Attenbury	Doug	Johnstown

Action items from Region 2 Spring 2009 Meeting:
1. Identify the section membership development/Membership Recruitment and Retention chairs.
2. Sections start using vTools meeting to announce their meetings.
3. Sections should contact Ralph Ford to set up automatic emails to their new members.
4. Sections apply for small/large section awards
5. Sections nominates for MGA and IEEE-USA awards
6. Sections organize life member chapters
7. Sections organize 125th anniversary events, place on IEEE master site
8. Notify Jeff of these events
9. Sections provide Murty Polavarapu feedback from about actions that were taken on energy and volunteers
10. Sections contact Murty re IEEE-USA information session in their sections
11. Section Career and Workforce Policy committees should arrange a meeting for section members in order to counsel members about career planning, resume writing, etc. at no cost to the section
12. Provide input to Larry Stern on: (1) treatment of technical personnel, (2) health insurance for portable plans, (3) energy efficiency policy, and (4) transitions of refugees
13. Provide feedback to Doug Tipton on issues with "Expert Now", why not being used.
14. Sections work with Student Branches to organize an SPAC.
15. Section chairs should get in touch with conference chairs to offer help
16. Section web masters and others should visit other section web sites to pick up ideas.
17. Sections hold Senior Member Drives to get more applications filed
18. Sections work on membership retention.