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| **DATE:** | Thursday, August 9, 2018 |
| **TIME:** | 6:00 PM – 8:30 PM |
| **LOCATION:** | 41 Tesla, Irvine, CA 92618 |

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**Minutes – IEEE Orange County Section Executive Committee Meeting**

1. **Networking 6:00pm-6:30pm**
   1. Meet-n-greet / Food / Sign-in
2. **Call Meeting to Order – 6:30pm**
   1. Secretary Quorum Status – Secretary -- **Entities represented: Cyber Security, CameSIG, PSES,YP, UCI, CSUF, ComSIG**
   2. Introduction of attendees (if time permits) –
   3. Approve Minutes from previous month(s) – Approved
      * <http://sites.ieee.org/ocs/section-meeting-minutes/>
   4. Approve Agenda – Done and approved
3. **Section Business**
   1. Chairman’s opening remarks – Raja

**The Chair introduced three initiatives to increase section member value and recruitment especially among young people:**

**1. Focused on college students provide industry mentors, hold discussions, workshops. An October start date is anticipated, there is a need for mentors – a minimum amount of time is required for this, it is not a large commitment.**

**2. A workshop to teach the optimum use of LinkedIn to advance career goals**

**3. A course on how to manage outlook or other email services to improve workflow and effectiveness – (WorkingSmart). Potentially a group setting. Need interested to speak up.**

* 1. Follow up Action Items from last meeting(s)
     + Gora to regularly highlight chapters who have not reported –

**It is important for chapters to file both event and treasury reports and to attend ExComm meetings in order to maximize the chapter rebate**

* + - Gora to hold a training meeting on the use of vTools

**Webex training to be arranged for financial tools, use of the vTools event facility to create event notices makes filing the required event report trivial.**

* 1. Treasurer’s report
     + Section Ledger
     + Outstanding Funding Requests
     + **Reimbursement for 2017 YP expenses – try one more time to get national YP to reimburse, Irvin to send note and materials to Raja who will make plea through the Region to expedite. Otherwise pay Irvin next month.**
     + **CSUF Board printer funding request – Favorably resolved to acquire the printer as an asset for the section if a program can be built around it that will benefit student members across the section. Kumar to work with all parties to set up a program (business model) to include maintenance and income on a 2 year plan through expected 5 year life. Also to apply to National IEEE Education – EPIC for funding.**

**All attending approved the proposal.**

**Raja to conduct an email poll requesting approval for the expenditure for the PCB printer while providing access to the descriptive materials for the project. At the next ExComm there will be a motion to approve the results of the poll.**

**Sponsors should be solicited, Gora to provide sponsor info package**

**Gora working on a package similar to one published on e-lynx that will describe the benefits of businesses sponsoring the IEEE OC Section for use by members to solicit sponsors in the business community**

1. **Updates (Check** [**www.elynx.org**](http://www.elynx.org) **or search the web for the event or click the link for more info)**
   1. Recap of Future Leaders Forum in Austin, Texas for July 26-28 - Irvin
   2. Robot Day on 8/11 - Irvin

Who can help and who is coming?

Funding for previous robot days still not updated by YP staff

Reached out to Rafal S. to discuss funding but no reply back from him on a date/time

* 1. Oct 13 1-5PM (STEM) Mars Rover STEM event @ NGC S-Café (Manhattan Beach)

[**https://events.r20.constantcontact.com/register/eventReg?oeidk=a07efgcbvead1a79e10&oseq=&c=&ch**](https://events.r20.constantcontact.com/register/eventReg?oeidk=a07efgcbvead1a79e10&oseq=&c=&ch)

* 1. Sustech 2018 Long Beach November 11, 2018 <http://ieee.org/sustech>
     + OC Section as a sponsor
     + Looking for paper submission, Committee volunteers

1. **OC Section and Committee Reports**
   1. Membership Development (**MD**) – Arie

--- Mentorship program that UCI Alumni Association wants to start is a good fit with our mentorship program idea -- Irvin

* 1. Educational Activities (**EA**) – Kumar
     + - * BBQ and movie screening in planning for early October
         * 2020 International Conf planning progressing
         * Golden West College High School Camp – flyer to be sent to all.
  2. STEM Initiatives – .Kumar
     + - * Technical Skills “Badging” is being developed for skills development useful in industry
  3. Web events calendar [www.e-lynx.org](http://www.e-lynx.org) – Advertiser / Distribution updates – Nick- current advertisers include: Encorps (not responding to renew); Webster U - Cybersecurity; UCI Continuing Education; Lighthouse Consulting; MIT Surgical Hackathon (New).

Ad box updated to reflect e-lynx.org associated with IEEE Southern California Council

1. **University Student Branch Report**
   1. California State University Fullerton (**CSUF**) –
   2. University of California, Irvine (**UCI**) –
   3. Chapman University –
2. **Affinity Groups**
   1. Consultant’s Network (CN) -
   2. Women in Engineering (WiE) –
   3. Young Professionals (YP) – Irvin
   4. CyberSecurity SIG
   5. GameSIG - **Request $750 funding. Request to proceed through parent society chapter first.**
3. **OC Chapters & Society Activities**
   1. Aerospace & Electronics Systems Society (AESS)
   2. Communications Society /Signal Processing Society (COMSIG)
   3. Computer Society (CS) –
   4. **Electromagnetic Compatibility Society (EMC)**
   5. Engineering in Medicine and Biology Society (EMBS)
   6. **Microwave Theory Techniques / Electron Devices Joint Society(MTT/ED)**
   7. Power and Engineering Society/Industry Applications Society (PES/IAS)
   8. Product Safety Engineering Society (PSES)
   9. Robotics & Automation Society (RAS)
   10. Solid State Circuits –
   11. CSV Connected vehicles

1. 01 Aug 2018: Meeting with Dr. Sujit Dey of CWC/ UCSD. Introduced concept of Aquarius validation. Dr. Dey will introduce concept to his industry partners at CWC/UCSD

2. 30 Jun 2108: Aquarius Proposal Submission to UCI Calit2 SURF IoT initiative

1. **IEEE Region Updates**
   1. IEEE Southern California Council (**ISC2**) – UPDATE---- Brian

**OC and San Diego Sections joined by Foothill Section in SoCal Council**

**$10k funding approved for EPIC initiative with Purdue, $5k held in OC now.**

**New Initiatives Committee applying for 3 year $300k funding for two innovation centers.**

**IEEE Milestone in works to mark 50th anniversary of Apollo 11 laser bounce off the moon and to recognize Hall Walker who fired the laser. A plaque to be placed on Lick Observatory.**

* + - IEEE “TECH Talks” Speaker Forum –
    - IEEE USA Gov’t Relations Committee –

1. **New Business**
   1. New Funding Requests –

**NEXT METTING – September 13, 2018**