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| **DATE:** | Thursday December 12, 2019 |
| **TIME:** | 6:30 PM – 8:30 PM |
| **LOCATION:** | 41 Tesla, Irvine |

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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 7\_Attendees:  **7 Members, 0 Guests**
   2. Groups represented: Nano42, CyberSIG, EMBS, YP, Computer Society, VTS
   3. Introduction of attendees (if time permits) –
   4. Approve Minutes from previous month(s) – Done

<http://sites.ieee.org/ocs/section-meeting-minutes/>

* 1. Approve Agenda **–**  Done

1. **Section Business**
   1. Chairman’s opening remarks –
   2. **- 2019 Goals statement:**

Have a professional development activity – target update: Fall 2019 to better match student interest and schedules. – Behavioral Interviewing Workshop to be given by Raja –

Have a STEM event – **Future plan**

Focus on Operational Excellence, best practices in chapter ops.

Maybe a file repository, Templates, Marketing strategies – Raja to restart

* + - * + **Consider an IEEE email address for the ExCom Chair**
  1. **Follow up Action Items from last meeting(s)**
     + Gora to regularly highlight chapters who have not reported –
     + **Gora to hold a training meeting on the use of vTools –webinar planned—Date TBD**
     + Sponsor package – **Mike and Gora to report**
     + **Reminder to file L31 & financial reports for year 2019 NOW.**
  2. **Annual Section Officers Election –** 
     + **Raja will send out the call for nominations this month.**
  3. Treasurer’s report
     + Section Ledger – **Gora reported on account balance and expenses**
     + Outstanding Funding Requests – -

1. **Event Updates (Check** [**www.e-lynx.org**](http://www.e-lynx.org) **or search the web for the event or click the link for more info)**
   1. **Cyber Summit in planning for Foothill Section summit is called: Cyber-IE-Summit on Apr 18 2020** [**https://events.vtools.ieee.org/m/203563**](https://events.vtools.ieee.org/m/203563)
   2. **Sustech conf update: OC Section to co-sponsor** (Apr 23-25, 2020).. **SPEAKERS NEEDED**

Student posters may be included.

Steering Committee has a few open positions. If interested, talk to Charlie Jackson (Chair) or Gora Datta **Also Irvin Huang is the Chair in charge of Social Media Outreach –**

**Location @ DoubleTree by Hilton Hotel Santa Ana – Orange County Airport**

**201 E MacArthur Blvd, Santa Ana, CA 92707.**

**\*\* Planning for 2021 Sustech is in early stages – this may be an OC spearheaded event and volunteers are needed to participate.**

1. **OC Section and Committee Reports**
   1. Membership Development (**MD**) – Mike Fahey
   2. Corporate Relations – Michael Fahey –

**Past note:** Suggestion taken to compile a list of companies, with CSUF help, to be used at a future career fair or for employment seeking purposes.

In collaboration with UCI Continuing Education thinking of compiling a list of IEEE subject matter experts who could serve as CE instructors.

**--- Gora in talks with UCI DCE on a course related to Informatics and Digital Health and IEEE Standards as a step to create an education pathway at UCI DCE**

* 1. Educational Activities – Kumar2020 International Conf – **Volunteers are needed to help OC get involved. Kumar & Shirley Tseng on committee, looking for judges and all types of volunteers.**
  2. STEM Initiatives – .Kumar –
  3. Web events calendar [www.e-lynx.org](http://www.e-lynx.org) – Advertiser / Distribution updates – Nick- current advertisers include: UCI Continuing Education**.** ETAP 2019, Karich & Associates.
  4. – **Nick to send note to Arie re need for more advertisers**

1. **University Student Branch Report**
   1. California State University Fullerton (**CSUF**) –
   2. University of California, Irvine (**UCI**) –
   3. Chapman University – (No report) – New school of engineering starting up**. –**
2. **Affinity Groups**
   1. Consultant’s Network (CN) -
   2. Women in Engineering (WiE) –
   3. Young Professionals (YP) – Irvin  **- Boba nites, maybe a mixer event**
   4. CyberSecurity SIG – (Gora**)**
   5. GameSIG -
3. **OC Chapters & Society Activities**
   1. Aerospace & Electronics Systems Society (AESS) – Chapman Ramesh Singh
   2. Communications Society /Signal Processing Society-Jt. VTS (COMSIG) / VTS – Kay
   3. Computer Society (CS) – Shirley – ACM meets Wednesday – **AI for Good 11/20**
   4. **Electromagnetic Compatibility Society (EMC) –**
   5. Engineering in Medicine and Biology Society (EMBS) –.4th Tuesday events
   6. **Microwave Theory Tech / Electron Dev Jt Society(MTT/ED) – Rahul Potera**
   7. **Joint Foothill/OC Sections Nanotechnology Council Chapter – Nick – TowerJazz tour held 11/15. 16 attendees.**
   8. Power and Energy Society/Industry Applications Society (PES/IAS) –
   9. Product Safety Engineering Society (PSES) – Paul -
   10. Robotics & Automation Society (RAS)
   11. Solid State Circuits –
   12. LMAG –
4. **IEEE National, Region, & Council Updates**
   1. IEEE Southern California Council (**ISC2**) – UPDATE---- Brian –
      * IEEE “TECH Talks” Speaker Forum –
      * IEEE USA Gov’t Relations Committee –Follow up on AB5 letters?
      * A larger funding proposal (from IEEE) is in process
   2. **IEEE Foundation Activities: EPICS And GLOBE Labs (EAGL)":**
      * Report by Brian Hagerty**,**
   3. Follow up – Brian: Project underway with CSUF called ListoAmerica funded by EPICS funds.
5. **New Business**
   1. New Funding Requests –
   2. **Funding for one table and one award not to exceed $1000 approved for OCEC event**
   3. **Elections – Section elections need to be held – Raja to initiate process on line.**

**NEXT METTING – January 9, 2020 41 Tesla, Irvine**