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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**