

**IEEE Milwaukee Section
2009 Executive Committee Meeting Minutes**

February 24, 2009
Milwaukee School of Engineering

Attendees:

Section Officers:

Ram Bhatia (*Chairperson*)
Carl Crawford (*Vice-Chair*)
Debra Longtin (*Secretary*)
Eric Waydick (*Treasurer*)

Chapter Chairs:

Mark Juds (*Magnetics*)
Paul Tindall (*Power*)
Shrinivas Joshi (*AP/IM/ED/MTT*)
John Safar (*Computer*)
Jim Blaha (*EMC*)

Section Directors & Others:

Glenn Wrate (*Director*)
Sylvia Wrate (*Program Chair*)
Bill Henning (*Historical Chair*)
Robert Molthen (*Director*)
Tom Smith (*Past Chair*)

The meeting was called to order at 4:32 PM by Ram Bhatia.

The minutes of the January 14th meeting were distributed and reviewed. Motion was made to approve the minutes, seconded and passed. Deb will send the minutes to Chuck for posting.

Next, the "my IEEE" committee reported on planning for a 125th year anniversary celebration. They are looking to hold the meeting/celebration around the last week in September or first week in October. Justin prepared a survey to be sent to IEEE Milwaukee members via Survey Monkey. He will send for review before issuing. (Reviewed and sent out survey since this meeting) Russ Harrison was mentioned as a possible keynote speaker from IEEE USA. Ram is also checking on the possibility of getting a speaker from Region 4. Entertainment ideas will be solicited during the survey.

The next committee to report was the housekeeping committee. The following items were recommended by the Housekeeping Committee (HKC) and approved by the EC.

1. Matters brought to the attention of the HKC shall be approved by a simple majority of the HKC.
2. All postings on the section's web site must be approved by the HKC. The exception is that members of EC with access to vTools can post without approval.
3. 3rd parties will be allowed to post on the website for free if the posting is relevant to members of the section.
4. Advertisements will be allowed on the website for \$250/month. The income will go to the section.
5. All postings for 3rd and commercial parties will be links to sub-pages.
6. The contact link on the section's website will be forwarded to the Vice-chair.
7. A note about the section's posting policy will be posted on the website.

The housekeeping committee will also take on the task of cleaning up the section website.

A question came up at our last meeting concerning the individual board member's liability with the serving of alcohol. Ram contacted IEEE to ask what their position was concerning allowing a cash bar at IEEE events and what their indemnification policies are, etc., but has received no response yet. Justin will ask at the IEEE Annual Meeting in Salt Lake City.

The announcement is out for the Spring Social. It was suggested that we send another note out encouraging folks to sign up. A contact will be posted on the web for questions concerning the event.

A committee (Sylvia, Bob, Tom) was formed to plan Student Poster Night. Ram will send a note to the student advisors concerning the event.

The officers' roster has been updated by Ram per our comments at the last meeting. It has also been determined that the EC meetings should be reported with a L31 report.

Paul, Deb and Justin drafted a response letter addressing the PE continuing education issue and everyone's comments have been incorporated. A draft was sent to the Madison and Northeast IEEE sections and the PE steering committee. The letter needs to be signed and sent this week.

Sylvia will report on her attendance at the Region 4 meeting at the next EC meeting.

The section's historical documents need to be relocated in the next month, preferably during Monday through Friday mornings. Tom will make sure they are picked up and will store at his office temporarily. The records will need to be reviewed and pared down before moving to MSOE. There are presently two 4-drawer cabinets and several boxes. Tom will call Ram and Bob for help, possibly on Thursday 3/5/09.

A possible newsletter will be discussed at the next EC meeting. One has existed in the past but was discontinued, possible due to printing and mailing costs. Perhaps it could be sent electronically.

The committee also discussed the upcoming IEEE Historical Conference. We will post it on the section website, but will not send anyone.

It was suggested that we post on the section website a request to solicit historical input on IEEE Milwaukee for potential use in the Fall during the my IEEE celebration.

Jim has volunteered to present at student chapter meetings and has the following meetings lined up:

1. 3/12: IEEE UWM Student Chapter. "Personal Presentation – How it Effects Your Interview and Your Career."
2. 3/19: IEEE Marquette Student Chapter. "15 Rules of Sales Engineering That You Will See in Your Career...I Guarantee It!"
3. 3/26: IEEE MSOE Student Chapter. "Overview of EMC – A Branch of Electrical Engineering That is Critical to Product Development."

Jim announced the upcoming EMC Seminar and handed out brochures to all who were interested.

IEEE vtools training was provided by Paul Tindall to all interested board members after the meeting.

The next EC meeting will be 5 pm on April 16th before Student Poster Night at the Miller Inn.

Meeting adjourned at 5:30 PM.

IEEE Milwaukee, List of Meetings/ Activities, excluding Chapters Technical Meetings

2009- Proposed / Planned Meetings/ Social Events	Schedule	Comments
Executive Committee (EC) Meeting	Wed. Jan 14	
Region 4 meeting, Detroit	Jan. 23-25	Sylvia Wrate will be participating
ESM banquet	Thurs, Feb. 12	IEEE table approved
Section meeting, Dinner speaker	Tues., Feb. 24	at MSOE. Dinner Speaker, Carl Crawford
IEEE Annual Meeting, Salt Lake City	Feb. 26- Mar. 1	Justin Holder, GOLD Chair, will be attending
Holiday Party- Spring Bash	Sat. March 14	At the Domes
EMC Seminar	Tues., April 21	Jim Blaha, chapter Chair
My IEEE Day (125 years celebrations)	TBD	Committee formed to plan the event
Student poster	Thurs., April 16	Committee formed to plan the event
Spring Section meeting	Thurs., April 16	To be held with the Student Poster meeting
IEEE Day	TBD	
Section Congress	TBD	
EC Meeting, September	TBD	
EC Meeting, November	TBD	
EC Meeting, Dec.- Dinner speaker	TBD	