IEEE SD Section Monthly Excom

San Diego Section

Jan 15th, 2024 @ 6:00 PM

Held both in-person and virtually via Zoom

**Meeting Minutes**

**Attendance –** Roster at end of minutes. Roll call completed. Quorum achieved.

**Motions/Action Items**

* **Motions**
	+ Nov and Dec 2024 meeting minutes approved.
* **Actions**
* Election committee to ensure proper officer assignments in VTools.
* Election committee to notify candidates and confirm results.
* Upal will hold a meeting to be scheduled to discuss long-term website maintenance and potential restructuring

**Approval of Agenda**

* Jan 2025 agenda approved.

**Approval of Last Month’s Minutes**

* Nov and Dec 2024 meeting minutes approved.

**Student Report**

**\* USD**

Michelle reported

* Team went to the CubeSat Developer workshop.
* Space program is launched.

**\* UCSD**

Fantastic Rising Stars report presented by Erik

* Each Rising Stars attendee contributed a slide summarizing their conference experience.
	+ Explored IEEE societies and leadership skills.
	+ Enhanced public speaking through workshops.
	+ Expanded networks through speed networking and industry connections.
	+ Discovered emerging tech trends and learned new technical methods.
	+ Attended career workshops on job search, resumes, and leadership.
	+ Explored diverse engineering career paths and adaptability.
	+ Strengthened product management skills through workshops.
	+ Loved the 5K run.
* Appreciated all your efforts in helping as many of us attend as possible.

**\* SDSU**

Great Rising Stars report presented by Penelope

* Expressed special thanks to the IEEE SD section for financial support.
* The presentation summarized the trip from various perspectives, highlighting key experiences and takeaway.
	+ 7 students attended (5 first-timers, 2 returning).
	+ Highly rated experience (60% gave 5/5, 40% gave 4/5).
	+ Key activities: Ham radio certification (3 passed), career fair, networking, and workshops on leadership, phishing, and cybersecurity.
	+ Strengthened resumes and learned AI, neural networks, and professional skills.
	+ Expanded networks, including international connections (Brazil, Argentina, Puerto Rico).
	+ Valuable career insights from industry professionals and IEEE resources.
	+ Bonded over team dinners and connected with peers from other universities.

**Section Officers Report**

**\* Annual Awards Banquet**

* Jan 18, La Grande Terrazza at USD.
* Budgeted $4,150 total food cost, nearly half of last year’s expenses.
* Keynote Speaker: Colin McAndrew – Oops: Technical Bloopers of Good Engineers.
* Interactive entertainment included.
* Award ceremony.

**\* San Diego County Engineering Council Annual Banquet**

* Feb 18.
* 8 tickets available, 3 remaining.
* Multiple IEEE members have been nominated for awards (awaiting confirmation).
* IEEE will have a display table, attendees are encouraged to staff the table and represent IEEE.
* Kathleen is going to be a keynote speaker.

**\* Website Updates and Issues**

* The events section on the website is outdated, and issues have been identified with the event feed displaying an “invalid feed” error. This issue is linked to VTools.
* Need to review and update the officer roster and election results page.
* A new VTools dashboard with improved data visualization is under development at the Region level.
* The section previously removed the website calendar due to maintenance challenges. Enrique’s event calendar system was highlighted as an excellent model but requires significant manual upkeep. Committee agreed that a calendar requires a dedicated person to maintain it regularly.
* Website maintenance is currently voluntary, with limited time available for updates. There is a proposal to create a dedicated webmaster position within the Excom to ensure website stability and ongoing improvements.
* A separate meeting will be scheduled to discuss long-term website maintenance and potential restructuring.

**\* Expanding Your Horizons (EYH) Funding Request**

* EYH is a STEM camp for underrepresented and underprivileged girls. IEEE has supported this initiative since 2021 with an annual contribution of $2,500.
* The funding request for this year has increased to $5,000 due to rising event costs.
* The budget meeting in February will review and decide on this funding request.

**\* Collaboration Request from ASHRAE**

* ASHRAE San Diego's Young Engineer Engagement Team reached out for a collaboration opportunity.
* Nicholas from ASHRAE expressed interest in presenting this collaboration proposal, but was unable to attend the EXCom meeting.
* Alex as our new YP lead will be looped into an email discussion with ASHRAE to explore collaboration further.

**\* Appointment of 2025 Young Professionals (YP) Chair**

* Alex has been appointed as the IEEE San Diego YP Chair for 2025.
* Will work with previous YP chair Kamala and other leads for guidance, including forming the team, planning events for the upcoming year and attending IEEE region training meetings.
* Will submit a budget request for 2025 to support YP initiatives.

**\* Chapter Health Report**

* All IEEE societies in San Diego increased membership and activity.
* The SD section was recognized at the area meeting as the top-performing section in terms of event quantity. SD had over 300 events, surpassing all other sections in the region.
* The Computer Society held 46 meetings last year, a significant increase from the previous year.
* The supportive and collaborative efforts of chapter chairs and volunteers were credited for this success.
* Thank you Michelle for her great leadership and support in enabling successful chapter activities.

**\* Financial Review**

* The fiscal year ended on December 31, and a financial review has confirmed that everything appears in order.
* The Treasurer will provide any additional financial updates as necessary.
* Upal to re-establish the audit committee for the new year.

**\* Nomination and Election Report**

* There were challenges during the process, the outdated officer lists, candidate bio delayed, the VTools crashes. The election committee conquered all the issues and did an excellent job.
* A summary of election results was presented by Upkar.
* Election committee to ensure proper officer assignments in VTools.
* Election committee to notify candidates and confirm results.
* Greg volunteered to serve as Nominations Chair for 2025, ensuring smoother elections next year.

**\* Region Meeting Attendance & Training Opportunities**

* IEEE Region 6 Meeting was discussed as an important event for leadership training and networking.
* Encourage new officers and student leaders to IEEE regional training.
* Section is willing to cover travel and registration costs for priority candidates.
* The Treasurer will provide any additional financial updates as necessary.
* Upal to re-establish the audit committee for the new year.

**\* Travel Budget Discussion**

* A concern was raised regarding a $2,100 reimbursement request for Rising Stars from one EXCOM member.
* Past section-funded attendees submitted expenses of $845 and $1,100 for similar trips.
* Proposing cap reimbursement at $1,320 (20% increase over the highest past reimbursement). Attendee will be responsible for covering any amount beyond this limit.
* Any section-sponsored attendee should submit a report summarizing their experience.

**\* Oceanic Chapter**

* Dr. Christina Connett Brophy, the new director of the San Diego Maritime Museum, has offered museum assets for IEEE events.
* Greg will contact museum representatives for pricing and event guidelines.

**\* ADJOURN**

**Next Meeting**

* **Wednesday, Feb 19th, 2025**.

**Recurring SD IEEE Meetings**

|  |  |  |  |
| --- | --- | --- | --- |
| **Time** | **Organizer** | **Description** | **Status** |
| 3rd Wed of each Month in 2025 (Except in July) | IEEE SD Section | [Monthly IEEE SD EXCOM MEETING](https://events.vtools.ieee.org/m/270053) – Vtools for pre-register | On-going |

**Attendees for SD IEEE ExCom 2025**

This was the last meeting chaired by Michelle. Upal will begin chairing the meetings in February.
Positions will be updated starting from the February meeting based on the election results.

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| --- | --- | --- |
| **Position / Society / Chapter** | **Name**  | **Attendance** |
| Chair | Michelle Thompson |  Y |
| Jr. Past Chair | Zhensheng Zhang  |   |
| Sr. Past Chair | Kathy Hayashi  |   |
| Vice Chair - Publicity |  |  |
| Vice Chair - Programs | Vaishnav Srinivas  |  Y |
| Treasurer | Hua Zhu |  Y |
| Secretary | Lai Xu |  Y |
| Member-at-Large | Larry Hamerman   |  Y |
| Member-at-Large | Kathleen Kramer   |   |
| Member-at-Large | Terry Hache |  Y |
| Member-at-Large | Gabe Alcala  |  Y |
| Member-at-Large | William Torre  |  Y |
| Member-at-Large | Upkar Dhaliwal |  Y |
| Member-at-Large | Liangping Ma |   |
| Member-at-Large | Bansi Patel |  Y |
| Life Members | John Kroon    |   |
| Young Professional | Kamala Sadagopan |   |
| Woman in Engineering | Valeri Paul |   |
| PACE Professional | Mike Davis   |   |
| Aerospace & Electronics Systems  | Stephen Stubberud |  Y |
| AP/CAS/ED/MTT/SSC  | Jeff Shi |   |
| Broadcast BTS | Manuel Guzman |  |
| Communications | Upkar Dhaliwal | (Y) |
| Computer  | Upal Mahbub |  Y |
| Charlie Bird |   |
| Computational Intelligence | Doug Evans |   |
| Consultants Network  | David Robie |   |
| Mike Bryant |  |
| Enrique Monteagudo |  Y |
| Consumer Technology |  |  |
| Control Systems | Lai Xu | (Y) |
| EMC | Gabe Alcala | (Y) |
| Eng Medical Biology | Miguel Alvarez |   |
| Electronic Packaging | Paragkumar Thadesar |   |
| Industrial Applications | Hassan Baklou |  Y |
| Information Theory  | Michelle Thompson | (Y) |
| Magnetics | Vitaliy Lomakin |   |
| Oceanic | Gregory Laugle |  Y |
| Graeme Rae |  Y |
| Power Electronics | Saeed Manshadi |   |
| Power and Energy | Hassan Baklou | (Y) |
| Product Safety | Bansi Patel | (Y) |
| Photonics | Yossef Ehrlichman |   |
| Paul de la Houssaye |   |
| Reliability | Hassan Baklou | (Y) |
| Robotics & Automation | Sudip Saha |   |
| Ananya Mukherjee |  |
| Signal Processing | Gerald Gerace |  Y |
| Vehicular Technology | Lei Sun |  Y |
| Student Branch UCSD | Mustahsin Zarif |   |
| Lisa Liu |   |
| Erik Duarte |  Y |
| Shipra Gudekar |   |
| Rohil Kadekar |   |
| HKN UCSD | Brandon Imai |   |
| Duke Wu |   |
| Student Branch SDSU | Jacob Butcher |   |
| David Ramos |   |
| Penelope Romero Pimentel |  Y |
| Alex Rivera |  Y |
| Student Branch USD | John Cizin |   |
| Student Branch CSU | Nicole Perey |   |
| Chapter Chair, IEEE Solid-State Circuits Society | Alvin Loke |  Y |
| VIS, Member of Large | Greg Berg |  |