

Operating Committee Meeting

IEEE Buenaventura Section

6:30-8:00pm, Monday 26 March 2012

Mandarin Buffet, Thousand Oaks, CA

Attending

Doug Askegard, Tom Campbell, Bridge Carney, Karl Geiger, Ross Kocen, Jerry Knotts, Momin Quddus, Albert Wolfkiel. Section Secretary Zak Cohen was out of town on business.

Absent: Christian Ziegler, Sunil Pai, Craig Reinhart, Victor Lin, Abigail Corrin, Bob Rumer

Meeting was called to order at 7pm.

Section Business

1. Approval of previous OpCom meeting minutes
 - a. Minutes were not presented and will be brought forward at the next meeting.
2. Treasurer's Report
 - a. Treasurer's report was not presented and will be brought forward at the next meeting
3. LAC Report
 - a. The LAC has a new website installed
 - b. The Matlab/Pspice training event at CSUN went extremely well. Two classrooms were filled with students from college age up. The mix was about 50-50 students-professionals.
 - c. When BV Section holds a training class
4. Membership Development update
 - a. Deferred to next month as Christian was out of town.
5. Officer Badges
 - a. Doug Askegard presented officer badges to those officers who had changed roles and needed new badges. Thanks Doug!

Old Business

1. Discussion of 2012 Calendar - Tabled from last meeting (Zak, Karl)
 - a. The Events planned for the remainder of the year are roughly
 - i. Senior Elevation Event in mid-June or later in July
 - ii. Tentatively, a Labview class at CLU in early June
 - iii. Energy Efficiency Symposium II on Thu 4 October
 - iv. "Hearts and Minds" Event on Sat. 13 October
 - b. Regularly scheduled Chapter meetings
 - i. Per the schedule at <http://www.ieee-bv.org/events/>
2. Senior Event - Tabled from last meeting (Christian)
 - a. Bridge has the outline and will pass this on to Christian
 - b. Last year's event went smoothly and did not require too much time to set up. Tentatively, it will be held at the T.O. Library again.
3. Pre-University Student Event - Tabled from last meeting
 - a. General discussion; even to be coordinated with various VC county schools and perhaps CSUCI.

- b. Holding the event at CSUCI or somewhere in the Oxnard / Ventura area to draw from both industry and the local schools in the population centers there.
4. Training Event
 - a. Ross has a LabView guy on tap.
 - b. LabView classes require set up time, loading software on local machines
 - c. Possible locations are the CS building at CLU, which has 20-24 workstations, or a similar classroom at Moorpark College. No idea about the availability of classrooms at CSUCI.
 - d. **Action Item**
 - i. Karl to contact Craig about times/dates for holding a labview class at CLU and to check with Martin Chetlin at Moorpark.
5. Fall Event - Tabled from last meeting (Bridge)

New Business

1. Call for Award Nominations (Christian)
 - o Christian to publish the call for nominations on the website and in the newsletter
2. Postcards from the Edge
 - o The section has an IEEE requirement to post a paper "contact info" card to members once each year. BV has not posted such a card for several years and needs to do it this year.
 - o We will send postcards with a link back to our site requesting folks "check in" with us to update email etc. and answer a quick "what can we do for you" survey?
 - o **Action Items**
 - Bridge to look at costs for bulk mailings and mailing services
 - Karl to look at setting up a survey online.
3. Review of Leap Event (Zak/Bridge/Karl)
 - o Very good event. We had a turn-out of 35-38 and several "good meetings" between members
 - At least 1 past member choose to renew
 - Several members who had met elsewhere professionally renewed
 - 1 non-member joined the IEEE
 - o We wish to change the event venue to the Los Robles Greens Golf Course as the amenities of the hotel were underutilized. More bang for the buck.
 - o **Action Items**
 - Zak and Ross to summarize "lessons learned" from this event for next year
 - Albert to follow-up on whether we received our PACE funding for this event
4. Review of Science Fair Event (Momin)
 - o Terrific event for the kids and the IEEE members who judged.
 - o We had a good draw for Momin's earth-asteroid collision presentation at the STEM expo, sponsored by CSUCI. The rest of the time, kids weren't that interested to just hear about the IEEE. Next year we need to have more interesting displays/demos to run during the expo.
 - o Four students were selected to receive prizes of \$400, \$300, \$200, and \$100. The criteria were (a) in the hard engineering fields and (b) satisfied IEEE's mission to advance technology for humanity
 - o The awards the Section handed out were far and away the most generous. Most other special prizes were on the order of \$25-\$100
 - o **Actions**
 - Momin to summarize how to run the event so we can plan for next year.
 - Karl to publish the announcement of the winners on the website

The meeting adjourned at 8:10pm.

Submitted by Karl Geiger, Chair, IEEE BV Section