**Date**: February 26, 2018

**Time**: 6:30 - 8:00

**Attendees**

|  |  |  |  |
| --- | --- | --- | --- |
| Bob Rumer | Doug Askegard | Reza Firoozabadi |  |
| Cristian Cismaru | Gary Hughes | Sana Sarfraz |  |
| Darrell Gooden | Howard Turner | Viswa Prapurna |  |
| Deron Johnson | Nathalie Gosset |  |  |

# Calendar of Section events

<http://www.ieee-bv.org/conferences-and-events/>

# Calendar of Chapter Meetings

<http://www.ieee-bv.org/chapter-events/>

# Minutes from Previous Meeting

Minutes were accepted

**February Experiences**

* Viswa is taking over responsibility to "book" space at CLU for the chapters.
  + Jerry Knotts negotiated more favorable rates.
* Howard started contacting the members in arrears and encourages them to renew their membership.
* There were several successful chapter talks (Entrepreneurship, AESS, CS, and EMBS)
  + Photonics, working to get speakers, a meeting is planned in March that has a good speaker booked
    - It’s difficult to find local people to speak
* Feb 22 - IEEE managed a table at MATES elementary school STEAM event - snap electronics hands on experiments
  + Gave out squishy things that were very popular
* Dennis Horwitz identified 2 college recipients out of 20 who will receive the IEEE scholarships at the March 4th recognition luncheon.
  + At the Mar 4 luncheon we will also present Engineer of the Year and Project of the Year awards.

**Financial Report**

* Chapters
  + Check to make sure they are accurate
  + On April 29, the annual IEEE rebate will bring funding to each chapter and to the section.
    - L31 reports were completed. Each chapter meets all IEEE requirements and will receive maximum rebate.
  + The Entrepreneurship has been set with a budget paid by the Section in an amount that is equivalent to last year’s budget. This does not include funding from LMAG that had been offered if needed.
  + Nathalie requested that chapters solicit their own societies to secure annual funding usually available for chapters.
* Section
  + Account is healthy for this time of year
  + Waiting for foundation balance for grant secured last year.
  + We received two donations in February awaiting to be deposited.
  + We expect the IEEE annual rebate on April 29.
  + We released funds allocated for the March 4th recognition event last January.
* Release funds for March
  + Money to plan spring mixer on May 3rd
  + Motion made by Doug, Darrell seconded passed unanimously

**New Treasurer**

* Deron has volunteered to be the new treasurer
* Motion made by Nathalie, Bob seconded; approved unanimously

**Organizational Structure**

* Validate the section and IEEE list of officers are in sync
* Groups that need help are Photonics, Aerospace and Robotics
* We went over the Officer team
  + People should look at what they are listed as doing
* Chapters
  + Aerospace
    - Two officers for 2018: Sana and Doug
  + Computer
    - Correct
  + ComSoc
    - To be reviewed later
  + Ed/Cas
    - Correct
  + EMBS
    - Officers team now includes Bob, Celene, Pat, Ryan, Reza, and Joel.
  + LMAG
    - To be reviewed later.
  + Entrepreneurship
    - Hover should be Holser
  + Microwave
    - To be reviewed later.
  + Photonics
    - Correct
  + Robotics
    - Invite a new person to Chair the chapter

**Upcoming Events**

* Officers and volunteer recognition event
  + **Sunday March 4, noon – 2:30**
  + IEEE EOY and POY award presentation, IEEE scholarship presentation
* Senior Elevation
  + **Saturday March 17, 9 – 11AM**
  + 7 applicants, Reza will contact more candidates
  + Has 17 reviewer volunteers
* Spring Mixer
  + **Thursday May 3, 6:30 – 8:30 PM**
* Summer Mixer
  + **Thursday July 19 - 6:30 pm - 8:30 pm**
* Fall STEM Event
  + **Saturday October 6, 8 AM – 3 PM**
* FIRST Lego League Robotics Tournament
  + **Sunday, November 18**
* Fall Mixer/Fund raiser event
  + **Thursday November 1, 6:30 pm - 8:30 pm**

**STEM – how to amplify what we have done**

* Darrell’s question, can IEEE partner with VCOE in bringing STEM to more girls?
  + Girls Make Tech with Heart is a great model for this
  + Proposes to hold an event at VCOE office
  + Bob suggested doing smaller sessions to try to train more mentors
  + Also take into account that people made them successful
  + ACTION: **Darrell** will set up a meeting with VCOE and IEEE representatives to discuss alignment.
  + **Darrell** will talk with **Deron** about this more
  + Doug brought up the request from a school that wants IEEE to come to do it there. A parents group will raise the money to enable the event to happen.

**Additional STEM Events**

* CLU Allies STEM Expo, March 23
  + Deron is leading the IEEE participation team
  + High school students will be at CLU that day
  + Mirwais, Doug, Darrell also support Deron at the STEM Expo table
* Ventura County Science Fair, March 23 and 26 for the awards ceremony
  + The event will be at CLU instead of at the Fair Grounds
  + Award ceremony is Monday Evening March 26
  + **Darrell** is leading the IEEE participation team
    - The IEEE is registered as a special award provider
* What is the priority for other STEM events?
  + The section voted to become the host of the first robotics league on an annual basis. We reserved Section funds for this activity.
    - Maybe work with Chuck since he has been very active with teams
    - Our plan has been to give the money in the fall at the next cycle
    - We will expect that the students send us a proposal as part of the solicitation.
    - We have set aside some Section funds – less than last year. Chapters can contribute also pending their funding and interest.
* MATES events
  + Karen Gauthier is a great supporter of IEEE and it was a pleasure to respond to her request to participate in the MATES STEAM event.
* Put together a package of “Who we are” with respect to STEM
  + To be used to try to get corporate money to expand programs
  + Define our brand for STEM activities

**2018 OpCom Meeting Schedule**

* **May Meeting on Monday May 21st. The last Monday is memorial day**
* **No Meeting in June**
* **Section chairs for August to December are tentative**

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**Next Meeting: March 26**

* Chairperson: Deron