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06 August 2013
TC-2

IEEE EMC Technical Committee #2
EMC MEASUREMENTS
Meeting Minutes
Place: Colorado Convention Center, Colorado
Date: 06 August 2013
www.emcs.org/committees/tc02/index.html

1.0 Call to Order/Introductions

Meeting was opened by Chair, Don Heirman, at 0734 hrs. All in attendance introduced themselves and signed roster.

<u>Name</u>	<u>Company</u>	<u>e-mail</u>	<u>Member</u>
Clifford Hauser	Raytheon Missile Systems	clifford.hauser@raytheon.com	Y
Tom Fagan	Raytheon Missile Systems	tjfagan@ieee.org	Y
Don Heirman	Don Heirman Consultants	d.heirman@ieee.org	Y
John Maas	IBM	johnmass@us.ibm.com	Y
Ghery Pettit	Intel	ghery.pettit@intel.com	Y
Ross Carlton	National Instruments	ross.carlton@ni.com	Y
Robert Hofmann	Hofmann EMC	hrhofmann@att.net	Y
Vignesh Rajamani	Oklahoma State University	vignesh.rajamani@okstate.edu	Y
Monrad Monsen	Oracle	monrad.monsen@oracle.com	Y
Jason Coder	NIST	Jason.coder@nist.gov	Y
Matt Juszczyk	Rockwell-Collins	mjjuszc@rockwellcollins.com	N
Michael Janezic	NIST	janezic@boulder.nist.gov	N
Randy Long	L-A-B	rlong@l-a-b.com	N
David Arnett	HP	dave.arnett@ieee.org	Y

NOTE: Those attendees not presently members of the committee will be added to the membership list for one (1) year and will receive all TC-2 minutes as well as agendas. Members not present will also get meeting minutes. The policy of the TC-2 committee is that if a member does not attend the TC-2 committee meeting the following year, he/she is removed from the membership roll unless there is a communication with one of the officers indicating the circumstances for the non-attendance. The secretary will update the TC-2 membership list and post to the TC-2 web site (website address is www.emcs.org/committees/tc02/index.html) along with the draft meeting minutes by giving to Bruce Archambeault on bruce.arh@ieee.org.

2.0 Approval of 2012 Minutes

The members present approved the 2012 meeting minutes with minor changes. This will be posted on the TC2 website portion of the EMCS technical committee webpage.

3.0 Committee Membership Status

Existing officers were elected during the 2012 session in Pittsburg. Election of new officers will take place during the 2014 TC-2 meeting. A request was made to the membership for people to volunteer for future officer positions.

Don Heirman (committee Chairman) did a presentation on how to locate the TC-2 web page showing present and past membership, meeting minutes, and other important details.

Action Item: Membership criteria and roster status will be updated by the secretary and sent out to all members for review NLT 01 October 2012.

4.0 Symposium Activity

A discussion was taken to get a feedback on the TC2 tutorial special session planned for Friday 09 August 2013. This tutorial session will provide speakers with more time for their presentation by cutting back on the number of presenters used in the past. John Maas provided further explanation to this new format.

Members talked about the need to modify the IEEE-EMC web site in reference to paper submittal instructions for next year's symposium in Raleigh, North Carolina. It was found that the wording (preliminary) in the call for papers could be believed by those submitting papers to allow for just an outline of their talk and not the complete paper to be submitted.

Action: A vote by the membership was taken and approved to recommend to the TAC change this wording and delete the word "Preliminary". The chairman will present this during the second TAC meeting later this week.

5.0 iNARTE

iNARTE has merged with QSA/RAB and will be located in Milwaukee, Wisconsin. Big topic is to improve quality of questions, and expand reviews to more people.

Don Heirman, TC-2 chairman, provided a talk on the iNARTE test question review paper process to include past question paper quality or lack thereof.

A round table discussion on the paper process showed that members are in favor of questions to be focused on both military and commercial processes.

Action Item; Secretary to query members on their expertise and willingness to be iNARTE symposium paper reviewers along with their work experience so future question papers can be channeled to the proper people for review action.

Action Item; A vote was taken by all members present and approved to approach the IEEE-EMC TAC and recommend that all iNARTE questions associated with EMC TC-2 Measurements be sent first to the TC-2 chair who will then assign reviewers in the TC2 sub-committee.

6.0 IEEE Symposium 2014

Date and location for the 2014 IEEE EMC symposium will be August 3-7, 2014, in Raleigh, North Carolina.

It is expected that the TC-2 committee meeting will again request a "Tutorial Session" on "Basic EMC Measurements" along with three (3) planned workshops.

A special session on measurement standards and application was also requested for TC2 to sponsor. The planning was assigned to John Maas and Ghery Pettit to coordinate.

Action Item; John Mass and Ghery Pettit to prepare a proposal for a tutorial on Measurement Standards/Application to circulate to all TC2 members for comments, well before the submission deadline.

It was noted that the paper submittal deadline for the 2014 convention is presently 20 January 2014.

7.0 Close of 2013 Meeting

The chairperson thanked those in attendance and closed the meeting at 0830 AM.