

Minutes of Education Committee Telcon – February 28 2020 – as recorded by Mark Steffka

NEXT TELCON: 20 Mar 2020 (Friday) 11:00 am EDT (3:00 pm WET)

I. Administrative

Attendees: Ed Hare, Bob Scully, Jerry Meyerhoff, Frank Leferink, Mark Steffka, Daryl Beetner, Louann Devine, Randy Jost, Vignesh Rajamani, John McCloskey, Todd Hubing, Davy Pissoort, Arturo Mediano, ...Noel Sargent, Domenico Festa

CONGRATULATIONS to LouAnn on the new baby!

Reviewed agenda – all Ok with it.

Louann asked about University Grant status. Vignesh has been in communication with Chuck Bunting on this and identified Chuck as the lead at the BoD level for this activity. It is the understanding that the maximum amount remains at \$10k. IEEE policy has restricted the amount to no more than \$5k for any one grant without a lot of additional paperwork, approvals, and so forth. Randy indicated concerns in the past had been related to making sure grant monies would not simply be used to equip a laboratory. Bob suggested perhaps a Statement of Work approach could be employed to identify specifically how monies are to be spent, and that it had been discussed previously in New Orleans the scope of the grant could/should be expanded to allow organizations other than academic institutions to request funds. Vignesh indicated that much flexibility was anticipated in how existing grant language could be revised, subject to TAB approval. The committee must have something from which to work, and Bob requested that Vignesh forward the TAB manual content for committee review. There does need to be more definition and direction on this. Bob – need to get back with George Kunkel on his proposed gift.

***AI – Vignesh to forward content of TAB manual detailing the grant description so the committee can begin work on altering the language. DUE DATE: 6 Mar 2020**

***AI – Vignesh to forward the IEEE Foundation PoC to facilitate closure with George Kunkel on his offer for award funding. DUE DATE: 29 FEB 2020**

II. Vision statement was sent via email to committee members by Bob.

III. Reno Symposium Activities

A. Clayton Paul Global University – Lee Hill is working on this. The instructors have been invited. Status – TBD. Social event for instructors and students is being organized and a certificate for attendees is being worked/prepared.

***AI – Bob to reach out to Lee for a status update. DUE DATE: 6 Mar 2020**

B. Student Paper Competition – MANY THANKS to Todd who will be leading this work. TC's will do regular review and then forwarding to Todd. Todd – has "Poster session" been scheduled for student paper competition? Todd will investigate that aspect and will coordinate needed steps. As has been done the past 2 or 3 years, the plan going forward is to have a poster session at the Symposium during which the student participants will post their papers for public view and Todd and selected members of the committee will review the papers and engage in discussion thereof with the students, then will meet afterward to score the papers and determine the winner.

Comment – If at all possible this activity should be scheduled such that the winner(s) can be announced at the Awards Banquet.

C. Student Hardware – Announcement is on Reno symposium website. Perhaps submission link can be located there too? Regardless of where the location is finally settled on, we definitely need to get something set up for competition participants for submission of their entries.

***AI – Bob will work with Darryl Ray on this. DUE DATE: 6 Mar 2020**

***AI - Website does need somehow become more usable for submitters, Robert, Frank, Mark, Bob should have discussion, Frank will help organize this discussion. DUE DATE: 13 Mar 2020**

Reviewed the process of the student design entrants. They design their own item, report on its design, and provide data on the EMC performance.

Bob – suggestion that the PCB demonstration kits could be used for this?

D. Fundamentals of EMC Workshop – John McCloskey and Frank Leferink have been organizing for Reno. John has been in contact with potential speakers – most all have replied yes, waiting on one. John will request speakers' material be supplied 2 weeks before symposium and will seek speakers' agreement/permission to post their presentation material on the website.

***AI – Louann will confirm with Sam Connor if Fundamentals Workshop was accepted. DUE DATE: 28 Feb 2020**

E. Special Sessions – Davy Pissoort is working on this for EMC Europe, he will pursue.

***AI – Davy to report on progress. DUE DATE: 15 Mar 2020**

IV. Website Status – Bob and Mark tried to work with website, neither were successful in posting material.

***AI – Randy and Vignesh will discuss this and see if they can figure out how to accomplish posting material. DUE DATE: 6 Mar 2020**

***AI - Bob to forward website access information and copy of minutes from January meeting to Randy who will attempt to update the website. DUE DATE: 29 Feb 2020**

V. Experiments and Demonstration Manual – John reported that people should be reviewing and sending their comments to him on the latest version. John does not recall seeing anything come to him. John is planning on resuming monthly discussion on this work, telcons will likely be scheduled for Monday afternoons (US time zones).

***AI – Leadership to confirm the 3 manual versions (original Paul/Ott, EdCom revision, and McCloskey revision) are indeed posted on the website so that committee members may access. DUE DATE: 6 Mar 2020**

VI. PCB demonstration kits – Frank suggested Vignesh provide same presentation he gave at the Board of Directors' and supply it to the Education Committee. Presentation discusses the items in the kit and instructions on how to use it. Kits can be purchased or some will be available to be used at chapter meetings on a rotating basis. Demonstration kit possibly will be presented at Reno symposium.

*AI – Vignesh will have presentation distributed to Education Committee members. **DUE DATE: 6 Mar 2020**

*AI - Charts to be posted on website, but also emailed to members. **DUE DATE: 6 Mar 2020**

VII. Newsletter Status – Louann will be sending material to Janet today. The material will identify what is being planned by Education Committee for Reno symposium and the status of the Experiments and Demonstration Manual. Anyone with contributions to the manual are welcome to send to Louann and/or John McCloskey.

VIII. Domenico Festa offered to prepare and forward material concerning new standardization efforts regarding immunity work by the IEC. He anticipated being able to do so within the next 3 weeks or so (~ 20 Mar 2020).