

USNC-URSI Business Meeting Minutes

January 7, 2014

Millennium Harvest House Hotel, Century Room

Boulder, Colorado

1) Call to Order and Introductions (Steve Reising)

Steve Reising, the Chair of USNC-URSI, called the meeting to order at 7:10 pm. He reminded the USNC-URSI Committee (the “Committee”) that the voting membership of the Committee consists of 4 officers, 6 members-at-large, 10 commission chairs, 7 U.S. officers of URSI, and 6 society representatives. The Chair reviewed the USNC-URSI leadership (officers and National Academy representatives), commission chairs, vice chairs, society representatives, government liaisons and honorary members. The international URSI officers from the U.S. were also reviewed.

The Members of USNC that were present at the Business Meeting were:

USNC Officers

Steven Reising (Chair)

Yahya Rahmat-Samii (Immediate Past Chair)

Gary Brown (Accounts Manager)

David R. Jackson (Secretary and Chair-Elect)

National Academies Staff (non-voting)

Ana Ferreras

Commission Chairs

Chris Holloway (Commission A Chair)

Sembiam Rengarajan (Commission B Chair)

V. Chandrasekar (Commission F Chair)

Frank Lind (Commission G Chair)

Rich Bradley (Commission J Chair)

Erdem Topsakal (Commission K Chair)

Society Representatives

Randy Haupt (IEEE AP-S representative)

David Kunkee (IEEE GRSS representative)

Ross Stone (URSI Assistant Secretary General – Publications)

Members-at-Large

Danilo Erricolo (also Student Travel Program and Student Paper Competition Chair)

Michael Sulzer

U.S. Officers of URSI (non-voting)

William A. Davis (Chair, URSI Commission A)

Roger Lang (Chair, URSI Commission F)
Ross Stone (Assistant Secretary General - Publications)

Government Liaisons (non-voting)
None

Also in attendance:

Josh Gordon (Commission A Secretary)
Greg Huff (Commission C Vice-Chair)
Larry Cohen (Commission E Vice-Chair)
Michael Newkirk (Commission F Vice-Chair)
Robert Moore (Commission H Vice-Chair)
Albin J. Gasiewski

2) Approval of Minutes (Steve Reising)

The minutes of the 2013 meeting were approved.

3) Approval of the Agenda (Steve Reising)

The agenda for the meeting was approved.

4) Report by the Chair (Steve Reising)

- The role and purpose of USNC-URSI were reviewed, along with the history and scope of international URSI.
- It was noted that there were 115 students who were supported by a travel grant to attend the 2014 NRSM in Boulder.
- It was noted that the deadline for submitting the copyright forms on the website (for IEEE Xplore archiving) will be Jan. 17, 2014.
- The LinkedIn group for USNC-URSI started by the Chair was reviewed. The activity for this group does not appear to be very extensive at this time. Suggestions are solicited on how to increase participation.
- It was noted that we need to elect new USNC Commission Secretaries (for the Commissions that have secretaries) and Commission Vice-Chairs (for those that do not have secretaries) for the next Triennium, as well as a new Secretary and Chair-Elect for USNC-URSI.
- We need to make sure that the applications for membership in the Commissions that are on the USNC-URSI website get to the Commissions Chair or appropriate person in the Commission. The website also needs to have notices of upcoming meetings.

- It was noted that not all authors of abstracts submitted to the NRSM choose to archive their abstracts on IEEE Xplore. Can we ask the Commission members at the Commission Business Meetings why some authors choose to not archive them? Also, could authors possibly indicate their preference at the time of the abstract submission?
- We need to contact the NAS Section to ask for names of candidates. The NAS candidate will be placed on the ballot for the Members-at-Large for USNC-URSI.

5) Discussion of the USNC-URSI Constitution (Steve Reising)

- Should the Chairs and Vice Chairs of URSI (i.e., International URSI) who reside inside the U.S. be voting members? The consensus is YES.
- Should Officers of URSI and the URSI Secretariat (i.e., International URSI) who reside inside the U.S. be voting members? The consensus is YES.
- Should all six Members-at-Large be elected together every three years? The consensus is YES.
- Is the Accounts Manager a voting position? The consensus is YES. This position is appointed by the three officers (Chair, Vice Chair, and Immediate Past Chair).
- Is 50% a quorum for voting purposes? The consensus is YES.
- Do we allow for voting to take place outside the USNC-URSI meeting? The consensus is YES.
- Each Commission can decide if they wish to nominate new officers for their Commissions at their business meetings, or afterwards.
- We need to have suggestions for the new USNC-URSI Secretary and Chair-Elect (to replace David Jackson). Present or past voting members of USNC-URSI are eligible to be candidates for this position.
- It is left up to the Commissions if/when to purge membership lists.

The motion was made and seconded to amend the Constitution to address the above points. The motion was approved unanimously.

6) Report by the Accounts Manager (Given by Steve Reising for Gary Brown)

- There will be \$80k of funding available for travel awards to attend the 2014 URSI GASS in Beijing, China this August. Each awardee will receive \$900 toward their travel, available for up to 90 attendees. Presenters at the URSI GASS should send a copy of their paper to their Commission Chair requesting funding if they are interested. Acceptance decisions on the papers will be made on April 15, travel award decisions will be made on May 1.

- A discussion was held regarding the amount of the URSI GASS travel awards. Finally, it was decided to make the awards for \$1,000 (the vote was 18 yes, 3 no).
- Other agencies in addition to ARO should be asked to help in funding the NRSM travel grants.

7) Report from the National Academies (Ana Ferreras)

- The BISO website can help international visitors applying for U.S. visas. This is done through the IVO (International Visitors Office). This helpful information should be added to the USNC-URSI NRSM website and NRSM call for papers.
- It was noted that requests to NSF that are less than \$50k only get internal reviews, and it is therefore easier to get the funds.
- One thought is to divide the NRSM student travel grant awardees into two groups, with one group being first-time recipients that could benefit more from mentoring.

8) Comments by Members-at-Large, Society Representatives, Government Liaisons, and Others

- Al Gasiewski commented on the upcoming Hans Liebe Lecture, the first of its kind, to be held during the present 2014 USNC-URSI NRSM in Boulder. The Hans Liebe Lecture in Wave Propagation and Remote Sensing is to be given each year under the auspices of USNC Commission F at the USNC-URSI National Radio Science Meeting in Boulder. This lecture was generously endowed for USNC-URSI Commission F by Hans Liebe's widow, Ms. Rosewita Liebe.
- Danilo Erricolo reported on the USNC-URSI Student Paper Competition. In 2014 there were 11 full papers submitted to the contest (slightly on the low side).
- Ross Stone (USNC-URSI Coordinator on the Joint Meetings Committee) noted that one issue under discussion with AP-S is whether or not the annual AP-S/URSI Symposium should be held outside of North America. Ross brought forward reasons against the idea. A motion was made to have an official USNC-URSI position on this issue, which would be to keep the AP-S/URSI Symposium within North America. A vote was taken. The vote on the motion was 10 YES, 0 NO, 5 Abstain. The motion therefore passed.

9) Items for Commission Business Meetings (Steve Reising)

- We need to decide on which members of our Commissions will receive partial travel support to attend the URSI GASS in Beijing on August 16-23, 2014. We will have a total of about \$90 K to support 90 attendees at \$1000 each. Commission Chairs will be asked to collect names of members who plan to attend after the submission deadline of Feb. 15. Applicants for partial travel support need to provide an assertion that will be able to cover the additional expenses of traveling to Beijing.
- Encourage members to attend the First Hans Liebe Lecture during lunch on Friday.
- Remind members to attend the Plenary Session on Thursday morning.
- Remember that there is no NRSM in Boulder in 2015. Commission members should be encouraged to attend the IEEE AP-S Symposium and USNC/CNC-URSI North American Radio Science Meeting in Vancouver, BC, to be held on July 19-25, 2015.
- Remind members that the submission deadline for this year's joint symposium (2014 IEEE AP-S Symposium and USNC-URSI Radio Science Meeting) is Jan. 15, 2014.
- Reminder to encourage students to submit full papers for the Ernest K. Smith USNC-URSI Student Paper Competition to be held at the 2016 NRSM in Boulder. We need more applicants.
- How do your members feel about archiving their abstracts on IEEE Xplore; what are the reasons for not doing it? About 50% chose to archive their abstracts in 2013.
- What are your suggestions for the next Secretary and Chair-Elect of USNC-URSI for the 2015-2017 URSI Triennium (to replace David Jackson, who becomes Chair in 2015). Those eligible for nomination are present or past voting members of the USNC-URSI Committee, including Commission Chairs, Members at Large, U.S. Officers of URSI, etc. Nominations will close on February 15, 2014. After February 15, the Officers will prepare a slate of candidates to be selected by the USNC-URSI Committee by electronic ballot in the March 2014 timeframe.
- Will your Commission participate in the 2016 IEEE AP-S Symposium and USNC-URSI Radio Science Meeting to be held in Puerto Rico on June 25 – July 3, 2016?
- Does your Commission have suggestions for Plenary Session topics for 2016 and 2017 that your Commission can lead along with another Commission? Topics should be timely and with potential for broad appeal among many URSI Commissions. Note: This does not apply to Commissions (A, D, C, F, G, H), since they were recently involved with organizing plenary sessions.
- Does your Commission have suggestions for candidates to replace Danilo Erricolo as chair of both the Student Paper Competition and Student Travel Awards?

- The proposed dates for the 2016 NRSM in Boulder, CO are Jan. 6-9, 2016 (Wednesday-Saturday). Any comments on this?

10) Old Business (Steve Reising)

None

11) New Business (Steve Reising)

None

12) Adjournment

The meeting adjourned at 11:00 p.m.