

## USNC-URSI Executive Council Meeting Minutes

January 7, 2017  
Boulder Marriott Hotel  
Boulder, CO

1) Call to Order and Introductions (David Jackson)

David Jackson, the Chair of USNC-URSI, called the meeting to order at 8:30 a.m. The following Members of USNC were present at the Executive Council Meeting.

*USNC Officers*

David Jackson (Chair)  
Sembiam Rengarajan (Secretary and Chair-Elect)  
Steven Reising (Immediate Past Chair)  
Gary Brown (Accounts Manager)

*National Academies Staff* (non-voting)

Ana Ferreras

*Commission Chairs (or Vice Chairs/Secretaries)*

John Volakis (Commission B Chair)  
Zoya Popovic (Commission D Chair)  
Charles Bayliss (Commission E Chair)  
Michael Newkirk (Commission F Chair)  
Attila Komjathy (Commission G Vice-Chair)  
Mark Golkowski (Commission H Secretary)  
David DeBoer (Commission J Chair)  
Mahta Moghaddam (Commission K Chair)

*U. S. Officers of URSI*

Ross Stone (Assistant Secretary General - Publications & GASS)

Also in attendance:

Erdem Topsakal (Chair, Student Paper Competition and Student Travel Program)

- 2) The agenda for the meeting was discussed and approved.
- 3) The minutes of the January 2016 Executive Council Meeting in Boulder, CO were approved.
- 4) There was a discussion on potential refund requests since Thursday's sessions were canceled. It was decided to consider refund requests on a case-by-case basis for people with financial hardships.
- 5) David Jackson talked briefly about the 2017 National Radio Science Meeting (NRSM). We had a record number of papers (425), sessions (56), and student travel awardees (137).

- 6) Some Commission Chairs (B, D, and K) mentioned that this year we had many more submissions because people were contacted personally and were asked to submit. In Commission B there were a lot more special sessions. Branislav Notaros (Chair of the Technical Activities for Commission B) has been very active in bringing many special sessions for Commission B.
- 7) David DeBoer mentioned that Commission J members did not like the idea that all their sessions were in the Math Building. In the future if we have to use the Math Building, it should be rotated through different Commissions.
- 8) Zoya Popovic said that in the future if we need an extra room in the Engineering Building she will be able to help.
- 9) The Chair reviewed the new members in each Commission. Commissions F and D had strong membership recruitment with 9 and 8 new members, respectively. Overall a total of 38 new members were added to the ten USNC Commissions. This is a record. Michael Newkirk suggested that new member applicants add a statement about their expertise.
- 10) Steve Reising suggested that each Commission Chair should pass the best practices to their incoming Chair for 2018-2020.
- 11) Mark Golkowski suggested that we reduce the registration fee for members. It was decided to consider it at a later time once the membership data base is completed.

**Feedback from Commissions:**

- 12) The Commissions were split 5-5 in their preference for the two proposed conference dates, Jan. 10-13 and Jan. 4-7. After much discussion it was decided that if it is possible, the 2018 NRSM will be held during Jan. 4-7. If not, the alternate choices are Jan. 10-13 and Jan. 8-11. Ken Kellerman, our NAS representative, recommended that we avoid Jan. 7-11 so as not to have a conflict with AAS meeting.
- 13) Plans for travel to URSI GASS 2017 were discussed in the Commission business meetings. There were no comments from the Commissions. David Jackson mentioned that the allocation of \$1000 for Commission Chairs will be provided if they have not exhausted their \$3000 budget. Pam will take care of the ticket or reimbursement.
- 14) Election of new Commission officers was discussed in the Commission business meetings. Most of them are planning to conduct the election by email. Steve Reising suggested that all Commissions should complete the election of Vice-Chairs soon.
- 15) David Jackson would like to have names of people interested in becoming a candidate for the USNC Secretary/Chair-Elect. A Feb. 1 deadline was suggested.

- 16) Commissions A, B, C, E, F, and K expressed interest in participating in the 2018 and 2019 IEEE AP-S/USNC-URSI joint symposia.
- 17) There was a discussion on the split themes of this year's Plenary. Everybody felt that the Plenary talks were interesting.
- 18) The following list of topics for Plenary talks suggested by Commissions was reviewed.
- B) Smart City, Big Data, Detection of Gravity Waves
  - C) A theme on applications of machine learning and data science in electromagnetic systems
  - F) Small Satellites (Joint B and F) Exoplanets (Joint F and J)
  - G-1) Dr. Scott Palo: OSIRIS-REx radio instruments
  - G-2) Dr. Phil Erickson: Radiation belt and plasmasphere interactions
  - G-3) Dr. Sigrid Close: Asteroids and meteors (Chelyabinsk)
  - Vote to present all to the Executive Council: unanimous
  - H) Two themes were suggested that would be organized jointly by commissions H, G: Radio Navigation Systems (including satellite and VLF systems, suggested speakers Jade Morton (University of Colorado Boulder) and Per Enge (Stanford University)); Dusty Plasmas and Aeronomy (special focus on the recent Aeronomy of Ice in the Mesosphere (AIM) mission, suggested speakers Paul Bernhardt (NRL), James Russell (Hampton University, AIM PI)
  - K) Body Area Networks, which can be joint with K/B/C/D.

It was suggested that G and H come up with a topic for the 2018 Plenary in the next month. They should inform the USNC-URSI Officers what the topics of the two speakers are.

- 19) There were a number of special session topics proposed by all Commissions. It was suggested that all special sessions should be finalized by May 1, with two organizers for each.
- 20) The response on short courses, lectures and tutorials was discussed. The main message was that it should not be expensive.

David DeBoer mentioned that Commission J has tutorials as part of their program. Commission F would like to do tutorials the day before the technical sessions start (usually Tuesdays). Commission H would like to present the fundamental concepts before the conference.

- 21) The response from Commissions on the question of whether Associate Members should be voting members was mixed. Five were in favor and four were opposed, and Commission K did not express an opinion since there were only three members present at their meeting. Ross Stone made a motion that we do not change the USNC-URSI constitution with regard to the non-voting status of Associate Members. The motion passed with 8 yes, one no, and one abstention.

- 22) There was a discussion on the updating of Commission membership lists. If we have a unified data base, once each triennium renewal requests may be sent to all members and the inactive members may be purged. This will be discussed with the National Academies.
- 23) Additional feedback from the Commissions listed below was discussed.
- D- We are really trying to revive Commission D. Thanks to Commission B for the voting on new members– the 8 new members will be very active and we hope for another 8 or so next year.
  - G- URSI should re-visit criteria for single-author articles for associate and full members: Unanimous vote in favor. August 21 is the solar eclipse. A question was raised as to why the URSI GASS 2017 was scheduled then.
  - H- Members complained about the simultaneous scheduling of G and H sessions, especially on Friday morning when this seemed to be unnecessary.
  - K- In the future, please do not schedule Commission K and Commission B Business Meetings at the same time, because there are several overlapping members.
- 24) John Volakis shared Commission B's enthusiastic appreciation of David Jackson's efforts to reorganize Plenary talks on Friday evening and keep a minimum disruption of the technical sessions in spite of Thursday's cancellation. Everyone thanked David Jackson.
- 25) Attila Komjathy suggested that the Women's Reception should be listed in the program. He also suggested that speakers should be notified of the time constraints. They should also be notified that they cannot use their personal laptops but load their presentations in the laptop in the session and present it from there.
- 26) David Jackson mentioned that in the future the Hans Liebe lecture should also be listed in the program.
- 27) Ana Ferreras said that the Women's Reception generally attracts only one third of all women registrants at the NRSM. It was suggested that we hold the Reception at lunch time and see if the response is better.
- 28) The meeting adjourned at 11:20 a.m.