

USNC-URSI
Business Meeting Minutes
10 January 2023
Boulder, CO



1) Call to Order and Self Introductions (Michael Newkirk)

Michael Newkirk, the Chair of USNC-URSI, called the meeting to order at 5:07pm MST. The following Members of USNC were present at the Business Meeting:

In person attendees:

Jamesina Simpson, Gary Brown, Ana Ferreras, Michael Newkirk, Sembiam Rengarajan, Chris Anderson, Branislav Notaros, Jonathan Chisum, Robert Gardner, Thomas Hanley, Thomas Gaussiran II, Mark Golkowski, Alyson Ford, John Volakis, Chris Holloway, Steve Reising, Zoya Popovic, Kate Mulreany, Steven Weiss, Erdem Topsakal, George Uslenghi, Yahya Ramat-Samii, Reyhan Baktur, Susan Hagness, V. Chandrasekar

Online attendees:

Ross Stone, Greg Huff, Asimina Kiourti, Ozlem Kilic, David DeBoer, Danilo Erricolo, Mark Reid, Dave Michelson, Saba Mudaliar, Kumar Vijay Mishra

2) Approval of the Agenda (Newkirk)

The agenda for the meeting was discussed and approved (M: Brown; S: Stone).

3) Report of the Chair (Newkirk)

Submissions (286) are higher than in 2021 (236), but lower than in 2022 (309) and 2019 (342). This could be because a couple of other meetings are being held at the same time. Also, this year some universities have begun their spring semesters.

We are still prioritizing student support with both registration and travel reimbursements. It was noted that holding a hybrid meeting is more expensive than a fully in-person meeting and results in student support coming out of our reserves.

There were three tutorials/workshops last year, and we have five this year.

Congratulations to the inaugural USNC-URSI awardees of the Chair's Award (George Uslenghi), Distinguished Radio Science Award (Raj Mittra), Outstanding Educator Award (Yahya Rahmat-Samii), and Impact Award (Danilo Erricolo).

Thank you to our sponsors (APL and FIU) along with International URSI providing 500 euros to support WIRS activities, which is going towards the reception at the NRSM this week. It would be great if we could attract more sponsors and exhibitors.

The next NRSM will be Jan. 9 – 12, 2024. The reason is that the Jan. 1 holiday is too close to the first week of Jan. (making it difficult for the UC-Boulder staff to prepare for a conference that week), so we can't have the meeting during the first week of Jan. The next NRSM will be fully in person, except that the business meetings will be hybrid.

We paused for a moment to recognize two deceased members this past year: Pat Doherty (first US female URSI Vice President) and Maria Stuchly (first female URSI Vice President).

Encourage your members to nominate new members, including full, associate, and early career (they get discounted NRSM and APS/URSI registration fees). It was discussed that

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we often get email bounces with our membership list. One solution is to reach out by phone or to contact someone who may know that person to obtain updated contact info. Once we can move to Google services (after the non-profit status is obtained for the Foundation), people will be able to update their own contact information online.

At this time, the USC-URSI Foundation is a registered corporation in California. The application for the non-profit status has been made. Once that is established, we will open a bank account and transfer our private and endowment funds into it. Future meeting surpluses will go into that account as well.

USNC-URSI will provide travel support to Commission Chairs and Early Career Members to attend the URSI GASS. URSI has sent a call for "Policy Union Resolutions" which will be reviewed and voted on by the URSI Council. See one of the officers if you have any proposals. The deadline for submissions is March 1, 2023. We have sent to URSI nominations for the Booker, Dellinger, and Rawer awards, as well as the Early Career Awards.

4) Report by the Secretary/Chair-Elect (Simpson)

Jamesina Simpson mentioned that we are looking to build a more comprehensive USNC-URSI website (building on the archive website). We need volunteers to help.

5) Report by the Immediate Past Chair (Rengarajan)

Sembiam thanked everyone and discussed how much he has enjoyed being a part of the USNC-URSI – it is his last year serving in a USNC-URSI officer role. He encourages all of your students to participate in the URSI GASS student competitions, which he is again chairing.

6) Report by the Accounts Manager (Brown)

There are three sources of funding:

Basu fund: \$18,784

Booker Endowment: \$39,682

Private Account: \$259,797

We should soon be getting \$66k from the joint meeting in Denver. We used to get a \$20k - 40k surplus from the NRSM (after supporting the students). Making the NRSM hybrid has made it hard for us to get a surplus.

7) Report by the Women in Radio Science Chair (Zoya)

The WIRS officers submitted a paper last year that was shared with all the commission officers. Encourage your students to join and participate in WIRS.

John and Zoya will organize a tutorial for students on how to write papers. The younger generation of students do not seem to add references.

8) Report by the Student Paper Competition Chair (Erdem)

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We had an unusual situation this year in that only three students qualified for the SPC, although several others made submissions that did not qualify .

Should we shorten or change the SPC submission? The original intent was to have the paper submitted to a journal. Should we use two column IEEE format for our SPC? It was decided to add some language to the rules stating that the minimum paper length is 10 pages so that students don't think a 25-page paper is expected. 25 pages is the maximum, and will remain unchanged.

64 students qualified for travel support. We will probably spend about \$30-35k.

9) Remarks by the URSI President and EIC Radio Science Letters (Uslenghi)

The four legs of URSI are:

1. Conferences and Symposia – submit to our upcoming conferences
2. Publications: Radio Science is now a commercial journal (not owned by URSI). Radio Science Letters was created, which is fully owned and operated by URSI. There were 9 publications in the Radio Science Letters in the first year, then the next year 47 publications, then 59 publications. Ross Stone will move ahead next week with getting that publication indexed (through Clarivate). There will now be a new EIC for Radio Science Letters (Henrik Wallen).
3. WIRS: Several WIRS chapters have been set up across member countries. Each WIRS chapter can request 500 Euros per year to support their reception, etc. (George will check if it's per year or per triennium).
4. SPC: USNC-URSI continues to provide \$5k to the URSI GASS to run SPCs, which is great publicity for USNC-URSI.

10) Report by the URSI Assistant Secretary General – Publications (Stone)

The Radio Science Bulletin is running late, but should be caught up by early 2023. Ross is applying for an impact factor for Radio Science Letters.

11) Report by the USNC-URSI Publications Coordinator (Stone)

Due to Ross Stone and Mike Newkirk's efforts, NSF can now pay USNC-URSI dues directly to international URSI. Several glitches with the USNC-URSI archive server has been solved (it is now a fully managed server). A new MoU was signed between AP-S and USNC-URSI:

- If there the meeting is in the U.S., Appendix A2 takes effect (\$66k unless there is a loss, in which there is no loss for USNC-URSI).
- If the meeting is outside of the U.S., Appendix A is used (% of papers, unless there is a loss, in which there is no loss for USNC-URSI). Additionally, the USNC-URSI must split its surplus with the local national committee, if one exists.

This MoU is likely to be reviewed within the next two years. The \$66k number was derived as an average amount URSI received in the past when the meeting was held in the U.S.

12) Report by the JMC USNC-URSI Coordinator (Stone)

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Ross's slides have an extensive list of upcoming meetings and symposia. Authors can submit to the joint meeting to be held July 23 – 28 in Portland, OR until Jan. 27, 2023.

13) Remarks 2023 IEEE AP-S President-Elect (Notaros)

IEEE AP-S has ~9,500 members, 205 chapters, ~1400 students, 506 fellows, and 25 awards. There is a rich history of AP-S/USNC-URSI collaborations (joint summer meetings, AP is a technical co-sponsor of the NRSM, IEEE AP-S and URSI jointly co-sponsor meetings, etc.)

14) Remarks by the CNC-URSI Chair (Michelson)

CNC-URSI is hosting the URSI International Symposium on Electromagnetic Theory. They created a WIRS chapter and implemented CNC URSI Press. URSI passed a CNC-proposed resolution at the Rome GASS to strengthen the URSI and ITU relationship.

15) Report by the NAS Staff Representative (Ferrerias)

The NASEM has launched a new branding identity. The NASEM is organizing a second meeting with Nobel Laureates to discuss how to rebuild the trust in science. Make sure we follow the NASEM rules for any external website. Ana will see if she can forward us a document that describes what we're allowed and not allowed to do. If we want to submit a proposal to support early careers members to travel to conferences, we should get in touch with Ana Ferrerias.

Right now, we can't transfer the Basu award and Booker award funds (endowments) or funds for the medals to the foundation. Those must stay at the NASEM. If we do move the endowment funds, we can't call those NASEM awards (but it appears we already don't call those NASEM awards). We also need to get in touch with the families that donated the funds.

We need to let the NASEM know 2 months in advance if we want to create any new announcements for awards.

Always let the NASEM know if we ever sign a new agreement (like an MOU).

Maybe we can create a new award at the URSI level in memory of Pat Doherty.

16) Comments by the National Academies Representative, Members-at-Large, Society Representatives, Government Liaisons

There was a question and discussion about how much hybrid meetings cost.

17) Plenary Session and Special Sessions for the 2024 NRSM in Boulder (Newkirk)

Please continue to think about options for the 2024 plenary session and special sessions. Perhaps look at the old report forms for your commissions to come up with ideas. We need special sessions finalized by May 1, 2023, and make sure to confirm with the special session organizers that they will be organizing the special sessions.

18) Nominations for the URSI Officers, Commission Vice-Chairs, and ECRs (Newkirk)

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Please think about members in your commissions who may be good candidates for the URSI Commission Vice-Chair positions. Thank you to both candidates who were nominated for the position of URSI Vice President. A vote was conducted and John Volakis was elected to be the UNSC-URSI candidate for Vice President.

19) Election of 2024-2026 Secretary / Chair-Elect (Newkirk)

We are still seeking nominations and will hold a vote later via email.

20) Action Items for the Commission Business Meetings (Simpson)

Slides will be provided to the Commission chairs that summarize the announcements and discussion items.

21) Old Business

The Florida International University proposal was discussed. It is unclear whether there is support to move the conference, so we will ask the commissions again for feedback. There is concern that Miami does not have as many direct flights as Denver.

ECRs were discussed, and no consensus was reached as to how to proceed with this topic. The NASEM requires that a full member be associated with a U.S. institution, but it does not require that they be a U.S. citizen (except for lifetime members).

A vote was held to see if we will implement the double-blind review process for the SPC. The motion passed.

22) New Business

Are there numbers about how many students participate remotely vs. in person in the conference? However, students may not get as much out of hybrid meeting.

23) Adjournment

The meeting adjourned at 9:15 pm MST (M: Stone; S: Brown).