

# USNC-URSI Executive Council Meeting Minutes

January 12, 2013

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 6:50 a.m. The Members of USNC that were present at the Business Meeting were:

### *USNC Officers*

Steven Reising (Chair)

Yahya Rahmat-Samii (Immediate Past Chair)

David R. Jackson (Secretary)

### *National Academies Representative (non-voting)*

Ana Ferreras

### *Commission Chairs*

Chris Holloway (Commission A Chair)

Sembiam Rengarajan (Commission B Chair)

Zoya Popovich (Commission D Vice Chair)

Everett Farr (Commission E Chair)

V. Chandrasekar (Commission F Chair)

Frank Lind (Commission G Chair)

Victor Pasko (Commission H Chair)

Rich Bradley (Commission J Chair)

Erdem Topsakal (Commission K Chair)

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

Ross Stone (Assistant Secretary General - Publications)

George Uslenghi (Vice President of URSI)

At the start of the meeting, Ross Stone said that he will look at the USNC Constitution (see minutes from last year).

## 2) Approval of Minutes (Steve Reising)

The minutes of the 2013 Executive Council meeting was approved.

## 3) Approval of the Agenda (Steve Reising)

The agenda for the 2013 Executive Council meeting was approved.

#### 4) Statistics from the 2013 NRSM (Steve Reising)

<b>Registrants</b>	<b>2013</b>	<b>2012</b>	<b>2011</b>	<b>2010</b>
Early	161	158	159	173
Late	31	40	30	10
Student retiree early	139	134	146	127
Student retiree late	13	18	12	3
<b>Total</b>	<b>344</b>	<b>350</b>	<b>347</b>	<b>313</b>

<b>Conference Information</b>	<b>2013</b>	<b>2012</b>	<b>2011</b>	<b>2010</b>
Number of papers	364	369	358	347
Number of sessions	47	47	49	45
Numbers of student grants	101	104	113	97

- The comment was made by Zoya Popovich that Commission D had too many parallel sessions.
- Ana Ferreras reported on the Women in Engineering reception. It lasted for 2.5 hours and there were 20 attendees. Steve Reising should send pictures to Ross Stone for inclusion in the AP-S Magazine and the Radio Science Bulletin.

#### 5) Participation in the 2014 NRSM in Memphis, TN

Commissions A, B, C, D, E, F, K will participate.

Commissions G, H, and J will not participate.

#### 6) Plenary Session for the 2014 NRSM

Suggestions from all the Commissions, summarized from the business meeting report forms, were reviewed.

The motion was made to base the plenary session theme on atom-based metrology, organized by Commissions A and D. The motion passed. Chris Holloway (Chair, Commission A) and Zoya Popovich (Vice Chair, Commission D) will work on this.

#### 7) USNC-URSI Website

- Nine of the 10 Commissions said that they would like to have the National Academies host their Commission website. Commission J said that they would like to put a link to their website from the National Academies website, but maintain their own website.

- George Uslenghi will draft a history of the USNC to put on the website (including winners of awards, etc.)
- We will put viewgraphs from the plenary presentations on the website.
- Steve Reising will provide information about the Student Paper Contest for the website.
- Two candidates were put forward for the position of Web Liaison: Jamesina Simpson (Secretary of Commission B) and Zach Taylor (postdoc at UCLA, nominated by Commission K). Ana and Steve will interview them.
- It was suggested to have a new position for development activities.

## **8) Special Sessions for 2014 NRSM**

The number of special sessions proposed by the Commissions, taken from the business meeting report forms, were reviewed. The titles of joint special sessions and the Commissions proposing them were also reviewed.

## **9) New Members**

The number of new members from each Commission was reviewed.

## **10) Feedback from the Commissions**

Suggestions from the Commissions, taken from the business meeting report forms, were reviewed. Some of the suggestions were:

- Contact the past student travel grant awardees and invite them to become Members.
- Ask student travel grant awardees to attend the business meetings.
- Encourage faculty to nominate qualified Ph.D. students as Associate members.
- Have special review or tutorial sessions.
- Make the Member guidelines uniform across Commissions and post on the USNC-URSI website.
- Publish an overview of USNC-URSI in the various Society publications to advertise USNC-URSI.
- Put a password-protected membership list on the USNC-URSI website.
- Put plenary and tutorial viewgraphs on the USNC-URSI website.
- Send the USNC-URSI membership list to international URSI so our Members receive their information.
- Send the 2014 NRSM Call for papers to all 2013 NRSM attendees (even if they are not members).

- A write-up about the 2013 NRSM should be made and put in the AP-S Magazine (Jamesina Simpson might coordinate this).
- Consider having a social event associated with the NRSM, such as a tour or a ski event.

### **11) Attendance at the Commission Business Meetings**

Attendance information, taken from the business meeting report forms, was reviewed.

### **12) Discussion Items**

Discussion items included:

- The procedure for maintaining Commission membership lists in the future.
- Sending certificates to new members.
- Encouraging more Associate members.
- Sources of new funding for USNC-URSI in the future.
- Having local sponsors (Ball, First RF, etc.) directly sponsor events such as the student lunch, the reception, or the plenary travel.
- Putting information about business meetings in the program to explain to students what they are, so more of them will attend.
- Should the NRSM always stay in Boulder?