IEEE-HKN Board of Governors

Minutes of the Meeting
26 March 2020
Via WebEx Teleconference

Approved by the IEEE-Eta Kappa Nu Board of Governors on 16 April 2020

1. Call to Order, Roll Call and Introductions.

The IEEE-Eta Kappa Nu (IEEE-HKN) Board of Governors met via teleconference on 26 March 2020. President Edward Rezek called the meeting to order at 1:33 p.m. EST. A member quorum was confirmed, and attendance was as follows:

IEEE-HKN Board Members Present

Edward Rezek, President
Ronald Jensen, President Elect
Karen Panetta, Past President
Jason Hui
Michael Benson
Rakesh Kumar
Preeti Bajaj
James Conrad
Lorena Garcia
Katelyn Brinker
Sandro Sartoni

IEEE-HKN Board Members Absent

M. Ryan Bales

Other Attendees Present (Ex-officio Members, Staff, Committee Chairs, Guests, etc.)

Nancy Ostin, Director, IEEE-HKN
Stephen Phillips, VP, Educational Activities
Burton Dicht, Director, EA
Stacey Bersani, IEEE-HKN Program Manager
Bernard Sander, Secretary
Alice Balashova

2. Review and Approval of the Consent Agenda

A motion was made and seconded to approve the consent agenda, which included the Minutes of the 16 January and 23 February 2020 Meetings of the Board of Governors. **The motion passed.**

3. Review and Approval of Agenda

A motion was made and seconded to approve the consent agenda**. The motion passed**.

4. President's Report

President Rezek offered a presentation that included the following:

- Governor At-Large John DeGraw has resigned from the Board.
- Alice Balashova has joined the HKN staff as Administrative Assistant for Chapter Relations and Operations
- Pathways to Industry in-person workshop cancelled because ECEDHA cancelled its conference
- HKN is now included in the IEEE Rosters tool, increasing the society's visibility within IEEE
- THE BRIDGE is included on the new IEEE App
- Presentation of HKN's Target objectives for the next 18 months that were shared at the Educational Activities Board Mini-Series, held 29 Feb through 3 March
- President Rezek attended two meetings of the IEEE Foundation in February

5. Motion to Accept the Resignation of John DeGraw from the IEEE-Eta Kappa Nu Board of Governors

A motion was made and seconded. **The motion passed.**

6. Strategic Discussion

President Rezek led a discussion on the strategic direction of the Board of Governors for 2020 based on the priority goals and tasks approved by the Board at the 23 February meeting of the Board. Governor Benson called Orders of the Day stating the meeting had deviated from the agenda. He requested the Board return to the agenda.

7. Operations Committee Report

Secretary Sanders asked all Committee Chairs to update the Committee Operations worksheet in advance of the Operations Committee meeting of 9 April.

8. Membership and Chapters Committee Report

Governor Benson reported on the activities of the committee, which include:

- Creating COVID-19 Virtual and Online Resources for Chapters and members
- Advisor Resources & Updates- 40 Faculty Advisors joined the call
- Chapter Leaders Call Update – more than 30 Chapter leaders joined the call
- A petition from Florida Polytechnic University to form a chapter
- Activities also included Regional Training and a Globalization Study

9. Motion to Accept the Petition of Florida Polytechnic University to Form a Chapter

A motion moved from committee and was seconded. **The motion passed.** Florida Polytechnic University will be home to the Mu Omega Chapter, HKN's 264th Chapter.

10. Nominations and Appointments Committee

Past President Panetta reported that the following positions are up for election in 2020:

- President-Elect
- 1 At-Large Governor
- Region 5-6 Governor
- MGA Governor At-Large
- 2 Student Governors

Past President Panetta also presented the timeline for the election:

- 1 April: Call for nominations distributed
- 1 May through 1 June: Nominations Website Open
- June: MGA and EAB submit At-Large and President-Elect Nominees
- July: N&A Committee prepares Slate of Candidates
- July: BOG approves Slate per N&A Report
- 1 Sept: Election and Slate publicized to Chapters
- 1 October through 1 November: Voting by Chapters
- Nov: BOG ratifies election results per Tellers Committee Report
- Nov: EAB ratifies election results
- 1 Jan: New BOG members take office

11. Professional Members Inductions at Education Activities Meetings During IEEE Board Series

Educational Activities Vice President Phillips announced that starting in November 2020, Professional Members being inducted into HKN's Eta Chapter will be inducted during the annual Educational Activities Board Awards Banquet, scheduled during the IEEE Board Series each November. Professional Inductions to the Eta Chapter will no longer be held during Educational Activities Board Meetings at the February and June Board Series.

12. Awards Committee Report

Governor Garcia reported that as of 26 March:

- 35 Nominations are in the queue for the 2020 IEEE-HKN Awards
- 7 have been assigned to a category
    - 3 submissions for Outstanding Young Professional
    - 3 submissions for the Madni Award
    - 1 Submission for Distinguished Service Award
- We have more nominations started than we did at this point in 2019

13. Old Business

There was no old business.

14. New Business

There was no old business.

15. Adjourn

Motion was made and seconded to adjourn the meeting at 3:03 p.m. EDT; **the motion passed**.

Submitted by:
Stacey Bersani, IEEE-HKN