Education and Student Activities Committee

Meeting Minutes
September 09, 2014
11:00am – 12:00pm EST

Meeting Called to Order: 11:00am

3 members in attendance:
Heirman
Juszczyk
Steffka

I. Administrative
Approved the meeting minutes of August 25, 2014

Meeting schedule for the remainder of the 2014 calendar year attached to these minutes
Note: prior announcements of this schedule had a typo in the EDT-EST transition

ACTION: Provide updated administrative content to the EMCS Webmaster for ESAC webpage (minutes, agendas, officer names) by the next ESAC meeting (Juszczyk)

II. Student Paper Competition
Deferred to the next ESAC meeting

III. ESAC Roadmap
Deferred to the next ESAC meeting

IV. Experiments Manual
Deferred to the next ESAC meeting

Will there be experiments demonstration at the two symposia? (Heirman)
- Yes, but ESAC is not charged with these portions of the events
- ESAC still need to know who to contact if specific demonstrations will be placed in the experiments manual

ACTION: Determine who is running the Hardware/Software demonstrations at both symposia (Steffka)

ACTION: Host an experiments manual meeting before the next ESAC meeting (Jost)

V. SDECom / ESAC Coordination
Deferred to the next ESAC meeting

Don Heirman making it a personal project to work with Randy Jost to have an "Educational Activities" tab on the EMCS website.
Such a tab could contain the following tree-like structure:
- links broken out by a user's educational status

(high school, college, new-professional, etc.)
- Information pertaining to ESAC and SDECom for each of these titles

The IEEE Education Activities Board (EAB), one of 6 major IEEE organizations, is soliciting ideas for future educational webinars
- This could tie in well with our current ESAC and SDECom coordination activities

ACTION: Send Randy Jost recent EAB information email correspondence before next ESAC meeting (Steffka)

VI. Student Hardware Competition

The final draft of the Dresden competition was sent to the committee for review (Mediano)
- No feedback received
- Opportunity to review has closed

PC Boards ordered, requesting one-third of the cost be covered by Colin Brench's VP for Technical Services budget

Quote will be provided once Bogdan Adamczyk returns from travel

ACTION: Send Santa Clara hardware competition information to Caroline Chan before next ESAC meeting (Adamczyk)

VII. Global University

Status of GU chairs:
Dresden: Flavio Canavero, confirmed
Santa Clara: confirmation not established with the current candidate (Steffka)

ACTION: Confirm the Santa Clara GU Chair before the next ESAC meeting (Steffka)

2014 GU Feedback summary attached to these meeting minutes

Short discussion of feedback summary and general GU thoughts:
- Prior to taking the course some attendees seem to regard the GU as a fundamentals course
- Attendees should have a Bachelor's degree and have worked for five to seven years in EMC
- Committee members should take a look at this summary and provide feedback

VIII. Fundamentals of EMC Workshop

Announcement of chairs for both sessions
Dresden: Professor Arturo Mediano
Santa Clara: Mark Steffka

IX. University Grant

Deferred to the next ESAC meeting

X. Open Forum /Additional Topics

Meeting adjourned: 11:54am

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Appendix A: Future ESAC Meeting Times and Dates

ESAC meeting dates and times through the end of the 2014 calendar year
      Second Tuesday of every month
      Last Monday of every month
Always at 11:00am EDT/EST

09/29 (Monday) 11:00am EDT
10/14 (Tuesday) 11:00am EDT
10/27 (Monday) 11:00am EDT
11/11 (Tuesday) 11:00am **EST**
11/24 (Monday) 11:00am EST
12/09 (Tuesday) 11:00am EST
12/29 – NO MEETING

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Appendix B: 2014 Global University Student Feedback Summary

Compiled by Mark Steffka – September 9 2014

1. Significant "contradictions" on the "quality" of specific instructors (i.e. some people identified instructors that were least useful that others said were most useful).

2. Overall - they liked the qualitative presentations instead of quantitative.

3. Many want more demos and experiments during session.

4. Significant request: Troubleshooting, actual solutions, and cases studies.

5. Had suggestions to increase the hours per day and some to increase also the days of GU.

6. Perhaps add on the evaluation form some info on the educational level of the person (Bachelor, Master, PhD,), without that, it's difficult to fully understand their comments and evaluation.

Comments/thoughts from Antonio Orlandi and Mark Steffka:

Item 1. No additional comments.

Item 2. Try to continue to strike a "balance" to avoid either a course full of "practical" solutions or an advanced course on electromagnetics. Should have "conceptual" content a key part.

Item 3. Maybe some of the demos/experiments from the EXHIBITION AREA can be repeated at GU?

Item 4. No additional comments.

Item 5. Seems to make sense. Could be useful to be able to offer a better and more complete curriculum.

Item 6. Should be implemented.

Key question – should GU "follow the market" or follow a structured educational project ? Or, what combination of both approach makes sense?