

**January 5, 2009 – USNC URSI
Commission A
Boulder, CO**

Ozlem Kilic
The Catholic University of America
Washington, DC
kilic@cua.edu

Agenda

- Welcome and Guests: ***Attendance List*** & Officers
- Report on July 2008 Meeting (San Diego)
- Report on USNC URSI Meeting (January 4, 2009)
- Meetings: Upcoming & Topics
- Membership, new nominations
- Technical Activities
- Old Business
- New Business
- Adjourn (Next Meeting –August, Chicago)

July 2008 – URSI/USNC Commission A Meeting Report

- New Officers and Members
 - Chris Holloway has been elected as Vice Chair of Commission A by e-mail ballot.
 - Full Members: Steven J. Weiss, ARL was approved for Full Member
- Approved January 2008 meeting minutes
- Reviewed upcoming meetings
 - Approved participation at the IEEE AP-S/URSI conference until 2012.
- Technical Activities in 2008 AP-S/URSI Meeting:
Sessions: (# Papers)
 - 4 URSI A sessions
 - Surface Propagation and Scattering (AP-S/URSI A)
 - Antenna Measurements and Calibration (AP-S/URSI A)
 - Material Characterization (URSI A)
 - Measurement of Metamaterial Enhanced Antennas (URSI A)
- Attendees: 8 Members: Ozlem Kilic (Chair), Carl E. Baum, W. Ross Stone, Bill Davis, Ron J. Pogorzelski, Amir I. Zaghloul, Chris Holloway, Yahya Rahmat-Sami, 1 guest: Charles T. Mo

Report on USNC URSI Committee Meeting (January 4, 2009)

- The General Assembly in Chicago was successfully held.
 - USNC had to sponsor about \$250,000 to make up for lower registration than expected (1200 vs 1500)
 - USNC held a student paper competition for the first time in GA, and it was very successful.
- Next General Assembly will be held in Istanbul, Turkey, August 13-20, 2011
 - USNC will propose to sponsor the student paper competition there as well.

Report Continued

- This year some changes are introduced in the conference.
 - 3 day meeting instead of 4 days.
 - Lunch boxes will be offered for purchase
 - Luncheon will be offered to student participants and USNC officers after the plenary session on Wednesday.

Report Continued

- US scientists have been elected to the following positions at the GA:
 - Umran Inan – VP
 - William Davis – Commission A Vice Chair
 - Roger Lang – Commission F Vice Chair
 - John D. Mathews – Commission G Vice Chair
 - Donald Backer – Commission J Vice Chair

Report Continued

- Commissions are asked to keep statistical data on performance.
- The next General Assembly will be held in Istanbul, Turkey in 2011.

Future Joint Meetings

- 2009 – Charleston, May 31-June 5
 - 2010 – Toronto, July 10-17
 - 2011 – Spokane, July 3-7
 - 2012 – Chicago, July 8-13
 - 2013 – proposed in Orlando
 - 2014 – proposed in Memphis
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- 2010 NRSM meeting, January 6-9 in Boulder, CO

Action Items from USNC URSI Committee Meeting

- Member opinion requested on holding the NRSM meeting over 3 days instead of 4.
 - Typically 2 parallel sessions per commission is scheduled.
 - This will be based on number of submissions.

Action Items Continued

- USNC requests nominations for government representatives from all commissions. Three positions will be filled by vote.
- List of proposed special sessions for the 2010 NRSM meeting is due January 8, 2009.
 - Need title, organizer name and e-mail.
 - Organizer must have agreed.
 - Financial support for commissions will be based on commission activities.
 - Papers in joint sessions are counted for both commissions.
 - Commission A needs to be more active
 - 18 out of 294 papers were submitted for Commission A. Commission A has 3 sessions this year, one special session "Dielectric and Magnetic Measurements" by James-Baker Jarvis and Michael Janezic.

Action Items Continued

- Nominations for member at large is requested from all commissions.
 - These are voting members
 - Service as member at large is required to be a USNC officer
 - Would like to use this as a possible recruitment for promising young members

Action Items Continued

- Member opinions on the number of authors for student paper competitions is requested.
 - Some papers had more than four authors this year.
 - Should we limit the authors to the student and up to 2 advisors?
 - Currently all advisors submit a letter stating that the student carried out most of the work and their participation was purely advisory.

Action Items Continued

- Member opinion on student travel awards is requested.
 - The number of student papers have been increasing each year. This year 91 students are supported (\$600 each).
 - This rate of increase will not be sustainable in the future.
 - Should we limit a student no more than 2 awards?
 - This is to encourage new participation.

Action Items Continued

- All commissions are encouraged to have a secretary.
- Nominations for secretary position for Commission A?

Recruiting

- Need recruiting for new membership
- Possible organizations to collaborate with?
- Any ideas to help increase membership??

Membership

- Requirements:
 - Technical Competence
 - Interest in URSI
 - Guidelines for Assoc:
 - 1-2 Single Author papers, 3-4 overall
 - 2 URSI presentations (at least 1 from A)
 - Guidelines for Full:
 - 3-4 Single Author papers, 5-6 overall
 - 3 URSI presentations (at least 2 from A)
- Nominations? Please e-mail me at kilic@cua.edu for any candidates you would like to nominate.

End of the line

- Old Business
- New Business
- Adjourn (Next Meeting – June 2009, Charleston)