

**SOUTHEASTERN
CENTER
FOR
ELECTRICAL
ENGINEERING
EDUCATION
(SCEEE)**

**Zhuhua Qu, Secretary
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November 4, 2019

Dear SCEEE Director:

The annual meeting of the SCEEE Board of Directors was held on Thursday, October 31th, 2019 at the Residence Inn, 850 Prices Fork Road, adjacent to the Virginia Tech campus. Please find enclosed a copy of the minutes from this meeting. Also enclosed is an updated list of SCEEE Directors.

Thank you very much for your participation.

Sincerely,

Zhuhua Qu
Secretary, SCEEE Board of Directors

Enclosures

**SOUTHEASTERN CENTER FOR ELECTRICAL ENGINEERING EDUCATION
(SCEEE)**

BOARD OF DIRECTORS ANNUAL MEETING
850 Prices Fork Road, Blacksburg, VA 24060
(adjacent to the Virginia Tech campus)

The annual meeting of the SCEEE Board of Directors started after conclusion of members meeting. SCEEE chair, Mark Nelms, and secretary, Zhihua Qu, chaired the meeting. Board members present were Mark Nelms, Zhihua Qu, Dan Stancil, Dan Noneaker, Luke Lester, Tim Wilson, Chris Ferekides, Fred Beyette, Abdullah Ergolu, Hulya Kirkici, Michael Johnson, Jerry Trahan, and Nikolaos Sidiropoulos. Mark took the meeting minutes. SCEEE members were encouraged to stay if they wanted and a few stayed.

The minutes of the 2018 SCEEE Board of Directors meeting, that were mailed on January 15th, 2019. Members can review one more time and provide correction by Monday November 4th (and no correction was received by then), the current version of the minutes subject to members' correction was approved unanimously after a motion by Hulya Kirkici and seconded by Fred Beyette.

Zhihua Qu, secretary of SCEEE, provided the following updates about the finances of SCEEE:

- (1) SCEEE Federal Form 990 reported the following for December 31, 2018:
 - Woodrow W. Everett, Jr., SCEEE Development Fund has a balance of \$1,274,239.25 at the end of 2018, and its 2018 earnings totaled \$99,926.64.
 - SCEEE Founders Fund Balance was \$560,082.18. 2018 earnings totaled \$46,794.80.
- (2) The SCEEE Directors elected to use the \$110,000 available for 2019 SCEEE Development Fund grants for 4 awards of approximately \$27,500 each. The amount available for grants in 2020 is \$112,000.
- (3) SCEEE membership funds have a balance of \$72,266.80, as of September 26, 2019.

The following motion passed as a recommendation to the Trustees of the SCEEE Founders Fund:

- The SCEEE Founders Fund covers infrastructure support costs. Annual commitments for SCEEE infrastructure costs in 2020 are:
 - \$8000 GAR Bldg., St. Cloud, Statutory/Admin
 - \$24,000 SSC, Admin costs & Trustee Support
 - \$1,800 Statutory filings
 - \$6,500 SCEEE Secretary Support (increased by \$1,000)
 - \$6,500 SCEEE Eval Committee, Chair Support (increased by \$1,000)
 - \$4,500 Trustees Partial Expenses (3 @ \$1,500)
 - \$51,300 Total

The motion was approved unanimously upon a motion by Dan Noneaker and seconded by Tim Wilson.

SCEEE has funded 75 proposals by seventy-five faculty members for \$1,367,930 over the past twenty-four years. \$112,000 is available from the 2019 earnings of SCEEE Development Fund to support research initiation grants, and the earnings from the Founders Funds to support infrastructure costs.

The Board of Directors approved the following motions:

- The \$112,000 available for grants in 2019 will be used to make 4 awards through proposal competition (motion by Dan Noneaker and seconded by Tim Wilson).
- Faculty members *who currently have tenure-track appointment* at due-paying institutions and have not received a federal grant of \$100K or more are eligible to compete, multiple proposals can be submitted from any eligible institution, but only one proposal per faculty member and at most one award per institution. In the event that multiple proposals from the same institution are ranked high or there are more proposals tied than awards, the SCEEE chair will make the selection(s). *Proposal submission must follow the proposal guidelines and also be in a single PDF file* (motion by Abdullah Eroglu and seconded by Chris Ferekides).
- Mark Nelms was elected as the SCEEE Chair (motion by Hulya Kirkici and seconded by Fred Beyette)
- Zhihua Qu was re-elected as the SCEEE Secretary (motion by Hulya Kirkici and seconded by Fred Beyette)
- A \$5K undergraduate research supplement will again be made available to each of the 2020 awardees, and the total of \$20K will be paid from SCEEE membership funds (motion by Michael Johnson and seconded by Hulya Kirkici)

The board also tasked Hulya Kirkici and Zhihua Qu to develop a plan for SCEEE membership funds account.

The new list of SCEEE Board of Directors along with their “term end” dates is shown below:

<u>Term Ends</u>	<u>Director</u>	<u>Affiliation</u>
2020	Daniel Noneaker	Clemson University
2020	Luke Lester	Virginia Polytech and State University
2020	Timothy Wilson	Embry-Riddle Aeronautical University
2020	Daniel D. Stancil	North Carolina State University
2021	Michael Johnson	University of Kentucky
2021	Mark Nelms	Auburn University
2021	Hulya Kirkici	University of South Alabama
2021	Zhihua Qu	University of Central Florida
2022	Woodrow Everett	SCEEE Chairman Emeritus
2022	Chris Ferekides	University of South Florida
2022	Abdullah Eroglu	North Carolina A&T University
2022	Fred Beyette	University of Georgia
2022	Jerry Trahan	Louisiana State University
2022	Nikolaos Sidiropoulos	University of Virginia

The meeting adjourned at 8:40pm. Minutes were taken by Mark/Zhihua.