1) **Call to Order and Introductions (Steve Reising)**

Steve Reising, the Chair of USNC-URSI, called the meeting to order at 7:00 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 and Chair-Elect)

**National Academies Staff** (non-voting)
- Ana Ferreras

**Commission Chairs/Vice Chairs**
- Chris Holloway (Commission A Chair)
- Sembiam Rengarajan (Commission B Chair)
- Greg Huff (Commission C Vice-Chair)
- Everett Farr (Commission E Chair)
- V. Chandrasekar (Commission F Chair)
- Frank Lind (Commission G Chair)
- Anatoly Streltsov (Commission H Vice-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)

2) **It was noted that Andy Clegg has left NSF.**

   - He was the NSF Government Liaison. (A replacement will have to be made.)

3) **Suggestion from Anatoly Streltsov**

   - Have government representatives come to the USNC meeting to give reports.
4) **Report on the 2014 URSI GASS (George Uslenghi)**

- USNC will be supporting the Third International URSI Student Paper Competition at the 2014 URSI GASS in Beijing, China. There will be a total of $5k in prizes.
- There will be travel support for Young Scientists.
- There are two new URSI meetings in alternating years when no GASS is held, i.e. AT-RASC in the Atlantic region and AP-RASC, in the Pacific region. Bo Yu will run the websites for these conferences.
- Commission Chairs should present candidates for Vice-Chair of their respective URSI Commissions. They should also try to attend the 2014 URSI GASS in Beijing.
- The chairs of the URSI National Committees nominate candidates for URSI President and for the four URSI Vice Presidents.
- George Uslenghi is interested in running for URSI President. Should we also suggest Umran Inan, Past URSI Vice-President?
- The Executive Council endorses George Uslenghi for President, but this will require a vote by the USNC-URSI since we do not have a quorum to vote at the Executive Council.

5) **Report on Other URSI Business (George Uslenghi)**

- The URSI Radio Science Bulletin should be sent to all of the USNC-URSI Commission Chairs.
- We should put the URSI President’s message in the Radio Science Bulletin.

6) **Attendance at the Business Meetings and New Member Information**

Attendance at the Commission business meetings, and the number of new members from each Commission, was reviewed.

7) **Plenary Session for 2016 NRSM**

The following suggestions were made for the theme of the plenary talks:

- RF Systems and Components for Radar (CDF)
- ALMA (BJ)
- Telemedicine (BK)
- A theme from Commissions G and H (TBD)

8) **Erdem Topsakal is appointed to replace Danilo Erricolo as the chair of the Student Paper Competition and Student Travel Awards.**
9) The dates for the 2016 NRSM will be Wednesday, Jan. 6 to Saturday, Jan. 9. We should indicate on the website as soon as it is known if we will need Saturday, Jan. 9 as a conference day.

10) Suggestions and Discussion Items

Suggestions for the NRSM

- Put a “special” designation in the NRSM Final Program to indicate those sessions that are special sessions (or perhaps have an extra page listing them).
- Give out flash drives instead of CDs at the NRSM?
- Have more seats available at the NRSM student lunch.
- Have the NRSM conference registration linked to the papers being submitted. In other words, require attendees to register in advance to keep their papers in the final program.
- Have the schedule of the sessions at the NRSM available earlier on the website, e.g., by Thanksgiving.
- Increase the mailing list for the NRSM Call for Papers each year to increase attendance. We should send the CFP to the Commission membership lists.
- Have name badges at the NRSM printed with larger names on both sides. This would be helpful.

Other suggestions

- Have a uniform nomination process for new members of the Commissions.
- Update the Commission membership lists. Have the lists maintained by the National Academies?
- People who work in the area of Commission D don’t seem to be very aware of URSI. What can we do to increase visibility?
- The USNC-URSI website needs to be updated to help attract new members.
- Is the journal Radio Science losing Commission B papers?
- Explore sources of new funding for USNC-URSI in the future.
- Consider having Fellows of the USNC-URSI. What are the pros and cons?
- We should revisit action items from the past.
- Should the NRSM always stay in Boulder? Ross Stone suggested that it could possibly move to San Diego.

11) The meeting was adjourned.