

APPROVED MINUTES
OF THE IEEE EMC SOCIETY
BOARD OF DIRECTORS MEETING

May 17, 2006
The Kastens Hotel Luisenhof
Hannover, Germany

MEMBERS PRESENT (18)

B. Archambeault

H. Benitez

C. Brench (via telecom)

A. Drozd

R. Ford

F. Heather

D. Heirman

D. Hoolihan

F. Maradei

M. Montrose

J. O'Neil

J. Norgard

G. Pettit

R. Scully

D. Staggs

D. Sweeney

R. Wallen

K. Williams

MEMBERS ABSENT (4)

L. Hill

E. Joffe

W. Kesselman

S. Nitta

GUESTS (2)

F. Sabath

H. Garbe

1.0 THE PRESIDENT'S OPENING REMARKS/CONSENT AGENDA

President Drozd called the meeting to order shortly after 8:45 am. A round of introductions was made. President Drozd thanked the IEEE EMC Germany Chapter for their assistance in setting up the meetings this week. President Drozd presented the agenda. (See Agenda dated May 17, 2006.) The following items were added to the VP Conferences Report: EMC Zurich in Munich and EMC 2009. The following items were included as part of the Consent Agenda: Approval of the May meeting agenda, Approval of Secretary's Report: March 2006 Meeting Minutes, Approval of Treasurer's Report, Approval of Technical Co-Sponsorship requested. (See Consent Agenda dated May 17, 2006.) **Don Heirman moved to approve the consent agenda as presented. The motion was seconded and approved.** The Approved March Board minutes will be posted to the EMC Society website.

2.0 FINANCE COMMITTEE REPORT

Kimball Williams presented the finance committee report. (Reference Finance Report.) He referred to Treasurer Warren Kesselman's report, which was circulated to the Board prior to the meeting. (Reference Treasurer's Report.) Regarding 2005 operations, IEEE 2005 post-closing, pre-audit financials indicate that EMCS had a positive 2005 operations net of \$158,500. Total income was \$1,404,200. Total expenses were \$1,245,700. Regarding 2006 operations, IEEE approved the EMCS 2006 budget that projects a \$17,800 deficit. The 2007 first-pass budget is under review.

3.0 COMMUNICATION SERVICES

Ghery Pettit, Vice-President for Communication Services, presented his report. (Reference VP Communications report.) He summarized the activities under Communication Services as follows:

NEWSLETTER

Janet O'Neil, Newsletter Editor, advised that the Spring 2006 issue was sent to the printers on Monday, May 15. It is our longest issue to date with over 100 pages! It is the special issue with 32 pages devoted solely to coverage of the Portland Symposium. All of the technical highlights of the Symposium are included, the paper abstracts, plenary session, and workshops. There is also a review of the different technical formats. The social and tour events are described, hotels shown, and exhibitors listed. A registration form is also included. This is being sent in lieu of an advance program this year to save money. Since this issue will have a wider distribution of 11,000 print copies (it will be sent to all past Symposium attendees as the advance program was traditionally sent) than previous issues, and the page count is higher given the Portland Symposium content, the cost is estimated to be approximately \$32,000. However, ad revenue from the 23.88 pages of ads sold for this issue amounts to approximately \$34,000 of which the EMCS will receive approximately \$20,400. It took considerably more time to edit this issue with the Symposium material. However, it turned out well and we can streamline the process next year if we decide to do this again. This issue also includes three practical papers on the hot topic of wireless EMC. Ms. O'Neil is working on implementing Elya's suggestion for a Design Tip section of the Newsletter and plans to launch this in the Summer 2006 issue. Bruce Archambeault has agreed to be the Associate Editor for this section and will provide the first article to give readers an idea of what to submit for future issues. Ms. O'Neil attended the IEEE Panel of Editors meeting over March 31-April 1 in Montreal, Canada along with Perry Wilson, the 2007 EMC-Transactions editor.

Regarding Chapter Chatter, Todd Robinson reports that he has had continuing difficulty transferring the photograph files to Janet O'Neil, the Newsletter Editor. He would like to request that the Board approve the "leasing" of a securable FTP site for the Newsletter staff's use.

TRANSACTIONS ON EMC

Mr. Pettit noted there was no formal report provided by Flavio Canavero, Transactions on EMC Editor in Chief. He recalled the motion approved at the November Board meeting related to a special issue of the Transactions that would include modified papers presented at the EMC Zurich in Singapore Symposium. Since the March Board meeting, he has revisited this issue with Professor Canavero to set limits on what is acceptable for the Transactions.

Ghery Pettit moved to approve that the Editor in Chief of the Transactions of the IEEE EMC Society is empowered to employ the editorial and professional judgment of his staff to determine the appropriateness of papers based on work presented at the 2006 EMC Zurich in Singapore Symposium for publication in the November 2006 issue of the Transactions. This special section of the Transactions shall be about 50 pages in length and shall include approximately 8 to 10 original papers. The motion was seconded and approved. Barry Wallen, Don Heirman, and Bob Scully voted against the motion. There were no abstentions.

WEB

Mr. Pettit advised that Nigel Carter is now the web site manager and is in the process of hiring Draconis Designs to perform the web maintenance function. Work is underway to update the EMCS site. President Drozd noted that the Board voted positively to hire Draconis Designs for this work.

IEEE PRESS

Ray Perez presented his report noting there is no payment of royalties received by the EMCS in this status report. Per his March report, a summary of activity for the IEEE Press during 2005 will be presented at the August Board meeting. Regarding books in progress, Elya Joffe and Kai Sang have submitted most of the chapters of their book for review. Previously scheduled reviewers were contacted and copies of the book have been sent to each reviewer. Each reviewer will review assigned chapters but they are also encouraged to review any other part of the book. There are no books currently in production. Regarding new potential books, in the Winter 2006 issue of the EMC Newsletter, the first ad concerning a call for authors appeared. The ad will repeat in the Spring issue of the Newsletter. Up to this point, we have not received any inquiries from prospective authors. Mr. Perez has initiated efforts to recruit potential reviewers for book proposals from prospective authors. Any efforts from the EMCS to facilitate this process are welcomed. The review process of prospective manuscripts for book publication is a tedious endeavor and requires the commitment of individuals who are already very busy. He would like for the EMCS Board to consider a future plan for rewarding these individuals with some form of "thank you" on behalf of the EMCS. IEEE Press is also considering its own form of recognition. Regarding the April IEEE Press Meeting in Tucson, Arizona, topics addressed progress toward meeting 2006 goals for publishing new titles and signing new authors. The EMCS is on track to meet the IEEE Press Strategic Plan goal of 21 titles published in 2006, but much work is needed to sign the necessary projects to meet a goal of 30 titles published in 2007 and 35 in 2008. Members of the Press community are urged to direct prospective authors to the Press website for proposal guidelines, or to forward new proposals and good leads to staff acquisitions editors. Under new initiatives and projects, meeting

participants discussed a proposal to digitize certain IEEE Press books and make them available as a member benefit. This idea has been proposed as a candidate for 2007 funding as an IEEE initiative, and it was first brought to the attention of the Press Board during the January meeting. The draft initiative was reviewed and several questions and concerns were raised, principally that the proposal did not have a clear business model that supports the goals of the 2006-08 Strategic Plan. The group adopted a motion acknowledging the value of Press books, but stating that the Press Board could not endorse the proposal unless this concern and others were addressed.

PUBLIC RELATIONS

Dave Staggs reported that the previous EMCS promotional VHS video titled "...EMC Challenge ..." has been effectively converted to a DVD file that runs on many DVD players and computers. He acknowledged Don Sweeney for undertaking this tough task. This video was created in the early 1990s and has been now converted to DVD. It seems that today's DVD technology is lacking on compatibility across home DVD players and computers. Plans are to make 100 of these DVDs for use in Chapter membership recruiting and for public relations work. Negotiations are underway with two lapel pin manufacturers for the design of the new EMCS lapel pin using the 50th Anniversary logo. The design and pricing will be brought before the Board of Directors (BoD) for review and approval in August at the Portland BoD meeting.

HISTORY

Dan Hoolihan's History report is covered in his report on planning for the 2007 Symposium.

4.0 STANDARDS SERVICES

Don Heirman, Vice-President for Standards, presented his report. (See VP Standards Services Report.) Standards activity covers three major areas: The Standards Education and Training Committee (SETCom), the Standards Advisory and Coordination Committee (SACCom), and the Standards Development Committee (SDCom). The new SETCom chair is Qiubo Ye and the new vice-chair is Professor Johan Catrysse. The new SACCom vice-chair is Dave Guzman of RF Tek in Raleigh, North Carolina. Elya Joffe remains as chair of SACCom. The SDCom continues to be chaired by Stephen Berger.

Mr. Heirman reviewed the activity from the previous day's standards committee meetings. The SDCom meet in Germany and discussed only new initiatives and study projects, including the P1900 series of Interference and Coexistence Analysis of Software Defined Radio (SDR). The committee supported member action to withdraw MIL STD 469 on radar EMC and replace it with a task to develop in SDCom a handbook on the subject to train radar design engineers. The committee agreed that the EMCS Board needs to address spectrum management interference issues and to include this topic in the EMC scope of work. Mr. Heirman noted that wireless and SDR topics are blurring the line. There was an SDCom workshop in Hannover prior to the Board meeting with approximately 20 people in attendance. This led to at least one project on EMC of installations for the chemical industry being furthered to other installations. The committee agreed to pursue this as an SDCom project.

Mr. Heirman noted that the Standards Committees needs to work with IEEE CMS for their larger meetings, such as P1900, and address contractual issues.

The SETCom will meet at the Portland Symposium and provide a session on Standards training. The SACCom will co-host the annual RAC/SACCom luncheon at the Symposium.

5.0 MEMBER SERVICES REPORT

In the absence of Elya Joffe, Dave Staggs presented the report on Membership Service. This includes a report on the budget for Membership Services. (See VP Member Services Report.)

AWARDS

Bruce Archambeault gave a report on the EMCS Awards. (See Awards Report.) He reviewed the summary of award nominations. Several e-mail blasts were sent to the membership to solicit nominations. Nominations closed on April 15. Vignesh Rajamani was approved as the student winner of the President's Memorial Award. Mr. Archambeault moved to conduct a ballot vote for the Richard R. Stoddart award. The motion was seconded. Fred Heather moved to amend this motion to conduct this ballot vote by consensus. The amendment was seconded and failed. Bob Scully and John Norgard voted against the amended motion. The original motion passed. President Drozd appointed Dan Hoolihan and Dave Staggs to count the ballots. Of the three candidates presented for this award, Galen Koepke was the winner. A ballot vote was then approved for the subsequent major awards. Results showed Joe Fischer was the winner of the three candidates proposed for the Laurence Cumming Award. The following members were approved for the Honorary Life Member award: John Howard, Heyno Garbe, Jacob Gavin and Jan Luiken ter Haseborg. Mr. Archambeault moved to present the Technical Achievement Award to Herman Singer, Jim Drewniak, Giulio Antonini, Erping Li, Paolo Corona, and Nigel Carter. The motion was seconded and approved. Don Sweeney and Bob Scully abstained from voting. The Certificate of Acknowledgment Awards were presented. Dan Hoolihan moved to approve the balance of all awards in Mr. Archambeault's report. The motion was seconded and approved. Don Sweeney abstained from voting. It was noted that in the future, the letters of recommendation for all awards should be posted to the Board's FTP site. The "lesser" awards should be included in the Consent Agenda for the Board meeting for approval. President Drozd noted that there were 4-5 candidates for the Fellow Grade Award this year.

MEMBERSHIP DEVELOPMENT

Dave Staggs reported on membership statistics. As of March 2006, the total number of active EMCS members was 3,730, down 4.6% from this same time in 2005. The most current on line SAMIEEE

membership database shows that the EMCS has 3,811 active members, of whom 456 are Senior Members, 178 are Student Members, and 76 are Fellows. Total IEEE membership is 310,906 as of March 2006, down 1.8% over 2005 numbers. In his report, Mr. Staggs presented a membership breakdown by category pie chart.

DISTINGUISHED LECTURER (DL) PROGRAM

No report was received from Chair Lee Hill.

CHAPTER ACTIVITIES

Chapter Coordinator Francesca Maradei reported on the status of Chapters and Angels. (See Chapter Coordinator's report included within the Membership Services report.) Newly formed chapters include the Australia (Victoria Section) and Pittsburgh chapters. Chapters under construction include Galveston Bay/Houston and Fort Worth, Texas. Efforts continue on a new Chapter in Vancouver/British Columbia, Canada and in the Czech Republic, a joint EMC/MTT/AP/ED chapter. New EMC chapter activities continue in Mexico, Argentina, and Bogotá, Thailand, Hong Kong, Bangalore, Hyderabad, and Algeria. The Dayton and Pike's Peak Chapters have been dissolved. The Montreal Chapter is on a "watch list" due to inactivity. She concluded her report noting that the Chicago Chapter will receive the Chapter of the Year Award and Nanjing will receive the Most Improved Chapter Award. Regarding Chapter Retreats, Frank Sabath is helping organize a retreat on September 11 during EMC Europe 2006 in Barcelona. The objectives of the Chapter Retreats are primarily focused on the exchange of information and experience between Chapter officers, discussion of current problems, coordination between different chapters, and providing advice /assistance for less active and new potential chapters. The Chapters will be required to submit reports on a quarterly basis. Ms. Maradei is working to update the Chapter Guide/Handbook.

FELLOW SEARCH

Chair Heyno Garbe reported that two candidates were nominated for 2007 via the Fellow Search Committee. At the last Board meeting, Mr. Drozd asked if Mr. Joffe to chair a task force to address the Fellow Search committee and report at the May Board meeting. Mr. Joffe's report on the task force findings is included in the Membership Services report. The task force members include Bruce Archambeault, Bill Duff, Heyno Garbe, and Bob Goldblum. The on-going work of the task force will lead to the development of a charter and scope of activities of the Fellow Search Committee.

NOMINATIONS AND BYLAWS

No report was received by Kimball Williams, Nominations Chair.

SURVEY

Fred Heather submitted a detailed report on the attendee survey conducted in Santa Clara (2004) and Chicago (2005). Information from this survey of attendees and exhibitors will be used for the Exhibitor's Breakfast in Portland as well as for future Symposium planning. On the attendee survey, overall, the annual Symposium was given a 4 out of 5 rating (with 5 being the highest). The majority of attendees are IEEE members from the US that share a common interest. The services they are interested in receiving are wireless access to the Internet during the Symposium at the convention center and good

value for the registration price paid. They would also like to see a greater price differential in registration pricing between members and nonmembers.

PHOTOGRAPHY

Ken Wyatt is the EMCS photographer. He continues to assist the Newsletter editor in providing photos and cover artwork. He would like to receive a list of activities and meetings to be photographed during the 2006 Symposium ahead of time so he can plan his time on site accordingly. Any thoughts or suggestions for photography should be directed to Ken at ken_wyatt@agilent.com. In the future, he would like to make all award images available for download. This will need to be coordinated with the EMCS Webmaster. Certain award photos will be printed and distributed to the award winners following the Symposium.

PACE

Chair Bill McGinnis has developed a concept of providing seasoned and experienced review and critiquing of resumes that out of work members would need to send in with job applications. He plans to announce the PACE resume review assistance program at the Portland Symposium. He has sent a short article for inclusion in the EMC Newsletter.

REGIONS 8-10 REPORT

Mr. Joffe's report shows that membership development activities will be carried out in conjunction with the following symposia: Wroclaw, June 2006, EMC Europe 2006 in Barcelona, 4th Workshop on Biological Effects of EM Fields, October 2006, Crete, Greece.

TRAVEL ASSISTANCE SUPPORT PROGRAM

Fred Heather gave a report on this effort. (See Membership Services report.) He presented the policy and procedures established to provide financial assistance to economically disadvantaged engineers. This year the Membership Services budget has allocated \$3,000 for financial support. **Mr. Heather moved to approve the policy and procedures as outline in his report. The motion was seconded and approved.** Bob Scully abstained from voting.

MEMBERSHIP DEVELOPMENT TASK FORCE

Mr. Joffe's report notes that an update on this activity will be provided at the August Board meeting.

SISTER SOCIETY PROPOSAL

Mr. Joffe noted that work has begun to identify candidate "sister societies". Such organizations exist in Australia, China, Japan, Malaysia, Israel, and several other countries. Work for development of the charter for the position of "Sister Society Coordinator" and MOU templates is under way.

6.0 TECHNICAL SERVICES

John Norgard, Vice President for Technical Services, presented his report. (See VP Technical Services Report.)

TECHNICAL ACTIVITIES COMMITTEE (TAC)

The Chair of the Technical Advisory Committee (TAC) is Bill Strauss. Vice-Chair is Arto Chubukjian, and Secretary is Robert Scully. TAC has received three recent requests for Technical Co-Sponsorship, including: EMC 2007 VII Symposium on EMC, St. Petersburg, Russia, EMC UK 2006 in Newbury, England, and the 9th International Conference on EMC in February 2006, Bangalore, India. The first two conferences were approved for Technical Co-Sponsorship. This last request (Bangalore conference) was received too late to be considered. TAC has formed an ad hoc committee to evaluate the technical co-sponsorship process and revise as necessary. They have reviewed 170 papers for EMC 2006 in Portland. Authors were notified about their paper status on March 27. Of the 170 papers, 38 were student papers, and 32 requested the “close format presentation” format. The greatest number of papers reviewed was 41 by TC-2 (EMC Measurement), 41 by TC-4 (EMI Control), 29 by TC-10 (Signal Integrity) and 27 by TC-9 (Computational EM).

REPRESENTATIVE ADVISORY COMMITTEE (RAC)

Fred Heather gave his report. The RAC/TAC annual luncheon plans for August are underway. The open positions on the committee include representation on the IEEE-USA Energy Policy Committee and the IEEE Society on Social Implications of Technology (SSIT).

EDUCATION AND STUDENT ACTIVITIES COMMITTEE (ESAC)

No report was received from Chair Maqsood Mohd. The Vice Chair is Bob Nelson and the Secretary is Randy Jost. Mr. Norgard’s report lists the subcommittees under the ESAC.

7.0 CONFERENCE SERVICES

Barry Wallen presented his report. (See VP Conferences Report.) He provided the following update on EMCS Symposiums:

EMC 2005 Chicago, IL (Chair: Tom Braxton)

The 2005 Chicago EMC Symposium committee continues to be gratified by the level of success of last year’s event. Attendees and exhibitors alike came away with glowing comments on the program, the venue, and the social environment. Apart from a handful of minor logistical glitches, the 2005 Symposium met the expectations put onto it by the Chicago committee. Final financial numbers became available in April 2006, and are presented below. Another facet of the success in Chicago is that the net income, or general surplus, was nearly 15% higher than originally budgeted. The credit for this success goes to the entire team in Chicago and at CMS, all of whom implemented the aggressive and innovative program for patron support that the Chicago committee insisted upon. A comprehensive Final Report is being prepared at this time, reflecting the final budget numbers given below. In addition to a complete budget summary, the Final Report will give a narrative overview of what worked, what didn’t, and what was learned in the Chicago experience, as seen by all members of the Chicago committee. The report will be presented to the EMCS VP of Conferences in May 2006. Tom sends his thanks to the hardworking members of the 2005 IEEE EMC Symposium Committee, who had both the nerve and the stamina to make it happen.

Revenue was shown as \$1,024,817.26 (103.15% of budget), expenses were \$852,335.93 (101.11% of budget), for a net surplus of \$172,481.33 (114.58% of budget). In total, there were 471 IEEE member full registrations and 191 non-member full registrations. There were 3,392 badges created for registrants, exhibitors, and companions. There were 223 booths, and 8 tabletop displays from 162 exhibiting companies.

EMC 2006 Portland, OR (Chair: Henry Benitez)

Chair Henry Benitez reports that gala arrangements are completed. Vita is scheduling a visit in the June timeframe to complete planning. The Newsletter has replaced the Advanced Program and has been completed. Results look very good. Arrangements for the keynote speaker have been completed. Dr. Bernard Amadei has agreed to be the keynote speaker and he will be speaking on “Engineers Without Borders”. The final budget was submitted and approved. Exhibit sales are on track with Chicago. Work on the Exhibitor’s Showcase and Forum are progressing as expected. Website upgrade activities are underway.

EMC 2007 Honolulu, HI 50th Anniversary Symposium (Chair: Janet O’Neil)

Janet O’Neil reported that there has not been a change in status since the March 2006 report. The 2007 Interim budget was approved at the March BoD meeting and submitted to the IEEE. A copy is on the FTP site under Groups/Conference. Note: as of March 13th the 2007 Symposium budget was still undergoing revisions and clarifications. A final version will be posted on the FTP web site before the BoD meeting.

EMC 2008 Detroit, MI (Chair: Kimball Williams)

All committee positions have been filled. The committee is holding monthly telecom meetings. Updated budget revisions based upon the Chicago budget have been put in place. The new budget was included in Mr. Wallen’s report. The hotel and convention center contracts have been signed. The marketing committee will meet on November 4, at UL Novi to discuss a number of “up front” issues and lay further plans for working with the “Big 3” (DaimlerChrysler, Ford, and GM). Scott Lytle has purchased the web 'name' and we are beginning work on the web site format. Since CMS will be helping to put the web site together, their work will be strictly the 'art' and content.

EMC 2009 Austin, TX (Chair: David Staggs)

Dave Staggs reports that IEEE Insurance and Information Schedule forms are complete and submitted to IEEE CMS. The contract between the IEEE and the Austin Convention Center has been signed. A \$1,000 deposit has been provided to the Convention Center. This \$1,000 is a loan from the EMCS to the Central Texas Chapter. The contract with the host hotel has been signed. The contract between IEEE Conference Management Services (CMS) and Central Texas Chapter of EMCS is on hold. The IEEE CMS contract should be signed in the near future pending a review of 2007, 2008, and 2009 contract pricing comparisons by the VP of Conferences. They are working on a preliminary budget based on the template from the VP of Conference Services.

EMC’2010: Location TBD

This will be addressed under New Business below.

EMC 2011: Location TBD

At the time of this report, we currently have one application in hand and it is incomplete (Singapore). Cities currently being considered include Pittsburgh, PA, Ottawa, Canada, Long Beach, CA, San Diego, CA, Vancouver, Canada, and Singapore, Singapore.

EXHIBITOR LIAISON

Janet has been working with Bruce Archambeault and the site selection committee for 2010. She has interviewed exhibitors on the pros/cons of each venue. She worked with Barry Wallen to draft an e-mail to send to all EMC exhibitors requesting their input on the two proposed venues (Fort Lauderdale and Washington, DC) so their comments could be considered for the March Board meeting discussion, if they are interested in submitting their opinion. This effort resulted in a significant amount of input from the exhibitors. She sent e-mail to Sue Kingston about possibly having an exhibitors' lounge in Portland as requested in the exhibitor survey results Fred Heather shared at the last Board meeting.

GLOBAL EMC SYMPOSIA

Nigel Carter, the Global Symposia Coordinator, provided updated data regarding forthcoming Global Symposia and Conferences, which are (or proposed to be) Technically Co-Sponsored by the EMCS. Only two new requests for Technical Co-Sponsorship have been received since the last Board Meeting. The list of conferences is included in the Conferences Report.

REGIONAL CONFERENCES

Regarding regional conferences in Regions 1-7, Janet O'Neil reported that there are seven tabletop shows scheduled to date for 2006. This information was included in the e-mail to all EMC exhibitors along with the information on EMC 2007 from the Chicago Exhibitors' breakfast noted above. These shows will also be shown in the Calendar Section of the EMC Newsletter, Winter 2006 issue. The shows include: 1. March 28, Milwaukee, Wisconsin, "Circuit Board Layout Strategies to Reduce Noise and Improve EM Immunity", presented by Todd Hubing, The University of Missouri-Rolla, 2. May 2, Canton, Michigan, EMC Fest 2006: "Fundamentals of EMC Modeling" presented by Bruce Archambeault, IBM, 3. May 16, Chicago, Illinois, 8th Annual Mini-Symposium with multiple speakers, 4. June 6, Waldorf, Maryland, a Tri-Chapter EMC Event on "Fundamental and Advanced Topics in EMC," 5. July 11, Huntsville, Alabama, "The Fundamentals of EMC" presented by Clayton R. Paul, Mercer University, 6. July 13, Dallas, Texas, "The Bruce Lee Show" - EMC Design Concepts and Applications for the Real World presented by Bruce Archambeault, IBM and Lee Hill, Silent Solutions, and 7. July 21, Denver, Colorado, "Practical Measurement Techniques and Facilities for RF Testing" with multiple speakers. For more information on these shows, please contact the EMC Chapter Chair listed for each event in the Calendar Section of the Newsletter.

Frank Sabath reported on activities in Region 8. Regarding cooperation with EMC Europe, he has submitted a draft MoU for a closer cooperation between the EMCS and the EMC Europe. No action has resulted. Mr. Wallen advised that the proposed MOU was not significantly different from what was already in place. Further cooperation efforts will be discussed on May 16th in Hannover with Rudi Vahldieck, Andy Drozd, Barry Wallen, and Mr. Sabath. Regarding the retention of records from Co-Sponsored Symposia, Frank has contacted the representatives of the library of the Otto-von-Guericke-University. He has continued to discuss and negotiate details of a MoU. At the moment, the list of proceedings is the critical point of discussion. Additionally, he has asked Elya to provide a list of proceedings, which will be part of the MoU. Mr. Wallen's report shows a list of EMC related conferences scheduled for 2006 and 2007 in Region 8.

Regarding Region 9, Janet O'Neil reported that the Mexico tabletop show has been confirmed for June 27-28 in Mexico City. The event will be called EMC Mexico 2006: A Colloquium and Exhibition. It will be organized by IEEE EMC members in Mexico with multiple speakers on various topics, including IEEE EMC Society President Andrew Drozd on "Policy Defined Radio" and Professor Bob Olsen on "PLC Communications: EMI/EMC Aspects". The key organizers are Dr. Roberto Linares of IPN ESIME SEPI Zacatenco, Phone: +52 (55) 5729 6000 ext. 54607 and Dr. Argeo Vazquez, Phone: +52 (55) 5729 6000 ext.54608, argeovazquez@yahoo.com.mx

Regarding Region 10, Professor Shuichi Nitta distributed a hand out which showed the schedule of future EMC conferences in this region. He reported on EMC Asia in Taipei, December 2005 noting that there were 261 registrants, representing 21 countries. There were 123 papers, presented in 17 technical sessions, five special sessions, seven workshops, and 37 exhibitors. A lunch meeting was held at the conference venue to discuss the various EMC conferences in Asia and how to organize them. Elya Joffe also attended this meeting with Professor Nitta. A follow-on meeting was held during EMC Zurich in Singapore, March 2006 on this topic. Professor Nitta noted the EMC Membership booth was at these conferences as well as at INCEMIC in India, February 2006.

INSTITUTIONALIZATION OF EMC CONFERENCES

Mr. Wallen showed the current organizational chart for the structure of the EMC Conferences Group. Jim Blaha is the newest member for Marketing and Publicity as approved earlier in the meeting. He is primarily working on EMC 2007 publicity at this point, but this work can be used for the subsequent Symposiums.

SITE SELECTION COMMITTEE

Bruce Archambeault reported on the two venues proposed for the 2010 Symposium. This will be discussed under "New Business."

SYMPOSIUM FINANCE

Bob Hofmann reported on the current status of this committee's activities. They have completed the budget alignment process with IEEE Conference Management Services, Conference Management Finance, and the EMCS Conferences Finance Chair, they have reviewed and commented upon the 2007 budget, and they have completed the new budget template and sent this out to the Symposium committees for 2007, 2008, and 2009. They are in the process of establishing financial policies for future symposia. This would include fee policies, booth rate changes, scholarship policies, etc. They are also developing a tool for symposia budget creation.

8.0 EMC SOCIETY 50TH ANNIVERSARY COMMITTEE

Dan Hoolihan presented his report. (See History/Anniversary Report.) Oral interviews have been completed on Leonard W. Thomas, Sr., James P. McNaul (the 2nd President of the EMCS), Joseph F. Fischer (13th President of the EMCS), Ralph Showers, Warren Kesselman, as well as Chester Smith, Anthony G. Zimbalatti, and Milton Kant (who are founders of the EMCS). There will be a future interview of William Eugene (Gene) Cory (14th President of the EMCS). The IEEE History Center will provide materials for the booklet on the history of the EMC Society. Ghery Pettit and Flavio Canavero will create a special issue of the Transactions in 2007 to commemorate the 50th Anniversary. This will

be similar to the EMC Society's Silver Anniversary Special Issue (Volume EMC-25 – No. 3) published in August 1983. The committee hopes to benefit from the IEEE's recent efforts in digitizing all Transactions and past EMC Symposia records prior to 1988 and placing them in the electronic library to be accessed via Xplore. Mr. Hoolihan noted that all EMCS symposia records from 1998 to 2005 are available on Xplore. The committee is discussing coordination of the costs for putting all 50 years of the EMCS Transactions on a DVD with the IEEE as part of this "digitization" project. They also continue to research the pricing and methods of putting the EMCS Symposium Records on a DVD. Mr. Hoolihan's report includes a list of other special anniversary recognition items such as lapel pins, special plaques for pioneering technical papers, and a luncheon for the founders and past presidents of the Society, among other items.

9.0 OLD BUSINESS

The was no old business to discuss.

10.0 NEW BUSINESS

A. 2010 Site Selection Status/Follow-on Discussions

President Drozd summarized the vote on the electronic motion presented by Dick Ford recently regarding the location for the 2010 IEEE International Symposium on EMC. Not all Board members cast a vote electronically. Don Heirman advised that IEEE policy related to electronic balloting is that "major Boards" can only conduct business using electronic balloting if 100% of the Board members vote positive or negative and there is 100% Board participation. President Drozd had encouraged the electronic vote on this motion in order to get everyone's input, but not all Board members responded. **Bruce Archambeault moved to table the electronic motion. This was seconded and approved. Dick Ford moved to rescind the 2010 IEEE International Symposium site selection vote. (The motion was seconded and defeated.** Barry Wallen, VP for Conferences, then clarified that the original Board vote selecting Fort Lauderdale as the location for the 2010 IEEE International Symposium was still in effect.)

B. Conference Delegates

President Drozd showed the list of upcoming future EMC conferences of which the EMC Society is a technical co-sponsor. He asked if any Board members were planning to attend these conferences. He would like to see the Board represented at these conferences. Following is a list of the conferences discussed and who from the Board are planning to attend:

Wroclaw – Elya Joffe

CEEM – Someone from EMC 2007 as publicity?

Biological Effects – Francesca Maradei

EMC Europe in Barcelona – John Norgard, Barry Wallen, Elya Joffe

UK – Kimball Williams, John Norgard

Shanghai - Someone from EMC 2007 as publicity?

C. Board Meeting Schedule for 2006-2007

President Drozd discussed future Board meeting dates as follows:

2006

- August 13 and 16, in Portland, Oregon
- November 9-11, in Houston, Texas
(November 9 for Standards, Chapter Meeting in the evening, November 10 Board meeting, November 11 Excom Long Range Planning)

2007

- March 14-16 at IEEE in Piscataway, New Jersey
(March 14 for Long Range Planning in morning, Standards in the afternoon, Excom in the evening, March 15 & 16 for the Board meeting (including IEEE presentations)).
- July 7 and 12, Honolulu, Hawaii
- November 8-10 in Melbourne, Florida

D. Constitution and Bylaws

Mark Montrose reviewed the IEEE and EMCS governance documents. (Reference C&BL Must Haves Report.) He discussed the EMCS Operating Procedures and Policy document. This effort to update these documents is ongoing. The general consensus among Board members was to leave the Board size as is, but consider policy to ensure representation on the Board from Regions 1-10. On term limits, the consensus was to leave the policy as it. On electronic voting, Mr. Montrose was asked to get more information from TAB on how they conduct business this way. Mr. Montrose will locate past policies to go into the next update of the Operating Procedures and Policy Manual.

11.0 ACTION ITEM REVIEW

Secretary O'Neil reviewed the action items discussed during the meeting. An updated, consolidated list of action items will be sent to the Board following the meeting.

12.0 ADJOURNMENT

There being no further business, the meeting adjourned at 5:10 pm. The next series of meetings will be held during the Portland Symposium.

Submitted by:

Janet O'Neil, Secretary,
EMC Society Board of Directors