

APPROVED MINUTES

OF THE IEEE EMC SOCIETY BOARD OF DIRECTORS MEETING

**The Hyatt Regency Hotel
Fort Lauderdale, FL
March 29-30, 2011**

MEMBERS PRESENT (22)

B. Archambeault
H. Benitez
C. Bunting
R. Davis
A. Duffy
R. Ford
D. Heirman
T. Hubing
E. Joffe
R. Koga
J. LaSalle (via telecom)
F. Maradei
J. Norgard
M. Oliver
J. O'Neil
G. Pettit
K. Phipps
R. Scully
D. Sweeney
K. Williams
P. Wilson
T. Yoshino

ABSENT (4)

L. Cohen
D. Hoolihan
V. Roje
A. Marvin

GUESTS (1)

F. Heather

1.0 THE PRESIDENT'S OPENING REMARKS

President Maradei called the meeting to order at 9:00 am. A round of introductions was made. She reviewed Board meeting protocol, the IEEE code of ethics, and upcoming activities (see President's Introductory Remarks). She reminded Board members of the material on the Board FTP site and asked that everyone remember to review this prior to the Board meetings (<ftp://ewh.ieee.org>). Ms. Maradei welcomed the new Board members present and thanked them for their interest in the Board activities.

2.0 CONSENT AGENDA MOTIONS

The agenda was presented for review. (See Final Agenda.) The consent agenda (see Consent Agenda) includes approval of several motions. Todd Hubing requested that the first four Constitution and Bylaws motions be removed from the consent agenda and moved to Item 5, Past President's Report, on the agenda. The balance of the motions remained on the consent agenda, including approval of the March 2011 meeting agenda, the November 2010 Board meeting minutes, inclusion of financial policy in the EMC-S's OP&P manual, approval of the non-IEEE member subscription fee price list in accordance with the recommended price as determined by IEEE for 2012, approval of the 2012 Transactions on EMC page count not to exceed 1,200 pages, approval of the optional member Transactions on EMC (print copy) fee of \$20 in accordance with recommended prices as determined by IEEE for 2012 (no change from 2011), approval of the 2012 membership fee of \$30 (no change from previous year), approval to replace the present GOLD representative (Andres Pavas) with Caroline Chan, approval of the names for the Certificate of Recognition and Certificate of appreciation awards. **Andy Marvin moved to approve the consent agenda as presented. The motion was seconded and approved.** The approved November 2010 Board minutes will be posted to the EMC Society website.

Discussion was held on improving the Consent Agenda so that the motions are fully shown on the agenda. Ms. Maradei offered at the next meeting to link to each motion on the consent agenda to the appropriate slide which shows the entire motion. She asked that each Vice-President place their motions in a separate document to facilitate this effort.

3.0 TREASURER'S REPORT

John LaSalle presented a report on EMC Society finances. (See Treasurer's Report.) He noted he had attended an IEEE Finance Workshop recently. IEEE Operations are strong and this will impact spending from Society reserves. The year-to-date actual is a net \$403,500; this is considerably higher than the planned budget of \$18,400. The Society had a large positive variance over the budget; key line items impacting this variance included:

- The 1900 Committee/Other account came in \$56,000 below budget
- Periodicals income was ~\$50,000 above the budget
- Conference proceeding income (\$130,000) was distributed in FM13 to all S/Cs
- Includes EMC-S share of market fluctuation, reserves spending and the pension adjustment (FASB 158) which amounts to ~\$135,700

As of the end of January, the EMC Society is operating at a net-positive \$102,300 and is currently tracking towards an overall net-positive budget of \$23,100.

Mr. LaSalle moved to approve the preliminary Officer, Committee, and Other budgeted expenses not to exceed \$257,000 (in accordance with the EMC-27 1900 account line items) and to allow the EMC-S FinCom to

make the appropriate adjustments in order to assure a balanced budget. The motion was seconded and approved.

The Vice-Presidents collectively asked for more time in advance in order to contribute to the budget planning process before the preliminary budget was brought to the Board for a motion.

4.0 PRESIDENT'S REPORT

Ms. Maradei presented her report. (See President's Report.) She asked John Norgard to speak about the passing of Carl Baum, recipient of the 2007 IEEE Electromagnetics Award. She asked for a moment of silence in respect for Dr. Baum's passing and in recognition of the devastation in Japan due to the earthquake and tsunami. Takeo Yoshino then gave a presentation summarizing the devastation in Japan and in particular the problems associated with the damage to the nuclear reactor. (See The Interim Report of Tohoku-Kanto Earthquake.)

Ms. Maradei reviewed the activity of the Excom meeting held the previous evening. The meeting addressed administrative points including the agenda review, motions to be presented, etc. All items discussed are included on the meeting agenda.

Regarding Global Outreach, Ms. Maradei noted the two upcoming Regional Events - in Buenos Aires (April 1, 2011) and Brasilia (April 4, 2011). She will attend and give a presentation at the Buenos Aires event and she plans to attend the Asia Pacific EMC Week in Jeju Korea, from May 16-19, 2011.

Regarding the November IEEE TAB meetings, she confirmed IEEE has approved the transition of the EMC Newsletter to a Magazine. The launch of the EMC Magazine is January 2012. The 5-year EMC Society review took place last February 17 during the IEEE TAB Meeting Series in Miami, 15-20 February 2011. A report will be coming shortly from the IEEE.

Regarding the status of electronic motions made since the last Board meeting in November, three motions were approved for EMC-S technical co-sponsorship of the following conferences. A summary of the e-voting is included in Addendum 1.

- COMCAS 2011
- APL 2011
- SoftCom/ EEEMC 2011

5.0 PAST PRESIDENT'S REPORT

Elya Joffe presented his report. He addressed all motions, including the four motions that were moved from the Consent Agenda to this part of the agenda. (See Immediate Past President's Report.)

1. Bruce Archambeault moved to table to the motion related to the e-mail ballot process. The motion was seconded. The motion passed. Elya Joffe abstained from voting. Don Heirman, Don Sweeney and Henry Benitez voted against the motion. TABLED
2. Bob Scully moved to table the motion related to the secretary and the treasurer. The motion to table was seconded and approved. Elya Joffe abstained from voting. TABLED
3. Mr. Joffe discussed the motion related to Excom operations. Don Heirman moved to call the question. The motion was seconded and approved. A vote was taken on the Excom operations motion. The motion

to approve the Excom operations as stated below was seconded and approved. Todd Hubing and Henry Benitez voted against the motion. PASSED

Approve the following amendment to Section 11.1 of the IEEE Electromagnetic Compatibility Society (EMC-27) Bylaws as follows, to say (red text=previously approved text; blue=newly proposed text):

"11.1 The Excom shall make such rules and regulations as from time to time it may deem proper for its own Governance and for the duly authorized transaction of business of the Society (including policies for operations and openness of its meetings), as documented in the Society's Operations, Policy and Procedure Manual."

4. The motion related to "Consistency of Quorum" was presented as stated below. The motion was seconded and approved. PASSED.

Approve the following amendment to Section 3.0 of the IEEE Electromagnetic Compatibility Society (EMC-27) Bylaws as follows, to say (red text=previously approved text; blue=newly proposed text):

"3.0 Board of Directors: The Board of Directors shall consist of Directors-at-Large and Executive Directors with vote plus elected and appointed Ex-officio Directors without vote. ~~Over fifty percent of the voting members shall constitute a quorum.~~ A majority of the voting members of the Board of Directors (or any committee thereof) shall constitute a quorum. All voting members shall have an equal vote."

5. The motion related to "Corrections for English" was presented. The motion was seconded and failed. Nine people voted against the motion; of these, those who wished to be recorded included Ghery Pettit, John Norgard, Bruce Archambeault, Todd Hubing and Mike Oliver. Bob Scully abstained. FAILED.
6. The motion regarding the approval process for amendment of EMC-S financial policy was presented as below. The motion was seconded and approved. PASSED.

Approve incorporation of the EMC-S Financial Policy, now maintained on the EMC-S web site, at URL <http://www.emcs.org/financial-policy.html> and any amendment thereafter, in the IEEE Electromagnetic Compatibility Society (EMC-27) Handbook Operations, Policy and Procedure Manual as Appendix S. Amendments to the EMC-S Financial Policy shall thereafter automatically amend Appendix S accordingly.

Mr. Joffe then presented two motions regarding "Publications of Constitution and Bylaws Amendments" and "Consistency of the GOLD Program Representative." These were presented for review only at this time; no vote was taken.

6.0 MEMBER SERVICES REPORT

Bob Davis, Vice-President for Member Services, presented his report. (See VP Member Services Report.) He asked Bruce Archambeault to lead off with the awards committee presentation.

ANNUAL AWARDS FOR EMC 2011

Bruce Archambeault reported on the annual EMC Society awards. (See Awards Presentation 2011.) He noted that Mike Oliver will take over as chair of the awards committee.

On the Hall of Fame Award, the candidates Herb Mertel, Joe Fischer, and Clayton Paul were moved and approved to receive this award.

On the President's Memorial Award, Bruce Archambeault moved that Song Ping Wu of the Missouri University of Science and Technology receive this award. The motion was seconded and approved. Don Heirman and Henry Benitez abstained from voting.

On the second year follow up to President's Memorial Award, Francesco De Paulis was moved and approved to receive this award.

Bruce Archambeault moved that the President's Memorial Award be made in honor of Ed Vance. The motion was seconded and approved. Bob Scully abstained from voting.

Bruce Archambeault moved that the Stoddart Award be presented to David Hill. The motion was seconded and approved.

Bruce Archambeault moved that the Symposium Chair Award be presented to Fred Heather. The motion was seconded and approved.

Bruce Archambeault moved that the Certificate of Acknowledgement be presented to Professor Jinliang He. The motion was seconded and approved.

Bruce Archambeault moved that the Technical Achievement Award be presented to Ji Chen (University of Houston). The motion was seconded and approved. Kermit Phipps abstained from voting.

Bruce Archambeault moved that the Technical Achievement Award be presented to Bob Johnk. The motion was seconded and approved.

Bruce Archambeault moved that the Technical Achievement Award be presented to John Ladbury. The motion was seconded and approved.

Bruce Archambeault moved that the Technical Achievement Award be presented to Sergio Pignari. The motion was seconded and approved. Bob Davis abstained from voting.

Bruce Archambeault moved that the Technical Achievement Award be presented to Bob Scully. The motion was seconded and approved. Bob Scully abstained from voting.

The balance of the awards that will be presented at EMC 2011 will be determined by the various committees, such as the best symposium paper award, etc.

AWARDS

Awards chair Mike Oliver reported TAB has approved the changes to the Presidents Memorial Award cash amounts as approved at the last Board meeting. The request for the new EMC Society Award for Excellence in Continuing EMC Engineering Education has been submitted to IEEE and will be presented to the TAB ARC at their next meeting.

MEMBERSHIP

Bob Davis advised seven members have been elevated from member to senior member this year since January 2011. Current membership is at 4,007 (with affiliates) a decrease of 34 members or 0.8 % since this time last year. EMC Society Student membership is down 12.9% from this time last year to 61 student members. The new EMC Society marketing brochure is completed. The plan is to initially print 1000 brochures, upload the

brochure to the EMC-S website and upload a special down-loadable PDF version of the brochure for printing. Also, three new, tradeshow type displays were purchased in December 2010, including two larger pop-up type displays for regional events in the US and Region 10 and one smaller display for regional outreach events, such as the ones coming up in Argentina and Brazil (Region 9) in April. The new EMC-S brochures will be distributed at these Region 9 events as well.

DISTINGUISHED LECTURER (DL) PROGRAM

Bruce Archambeault reported on the DL program. The DLs for 2010-2011 include Dr. Giulio Antonini, Mark Steffka, and Dr. Omar Ramahi. The DLs for 2011-2012 include Jerry Ramie, Jerry Meyerhoff, Professor Wen-Yan Yin, and Chuck Bunting. The report includes financial data on the program as well as the number of presentations/trips per DL. A list of the current topics presented as part of the video DL library is included in his report.

RESPECTED SPEAKERS BUREAU (RSB)

Bruce Archambeault noted three RSB talks have been presented to date in 2011. The current speaker list includes Colin Brench, Alistair Duffy, Jim Drewniak, Tzong-Lin Wu, Cheung-Wei Lam, Eric Bogatin, Werner Schaefer, David Pommerenke, Bruce Archambeault, Elya B. Joffe, Jun Fan, Bob Scully, and Chris Holloway.

REGION 8 MEMBERSHIP REPORT

Frank Sabath provided a detailed report for Region 8. Currently there are 1,113 active members, 167 members are in arrears (e.g. a member who has not paid the membership fee) and there are 175 inactive members. A breakdown of the number of members at the various membership levels is included in his report. Mr. Sabath has sent emails to members in arrears to remind them to renew their IEEE membership and provide information on suspension of membership. During this process he learned that some members had problems with payment via credit card, of which he advised Bob Davis.

REGION 10 MEMBERSHIP REPORT

Takeo Yoshino reported on Region 10 activity. New China and India Membership Coordinators were appointed to allow the EMC Society to provide a focus of membership and chapter growth in these countries. Er Ping Li was appointed in China and Dr. Subbarao was appointed in India.

CHAPTERS

Chapter Coordinator Sergio Pignari reports there are now 74 chapters. The top regions for chapters includes Regions 1-6 with 34 Chapters, Region 7 with four Chapters, Region 8 with 20 Chapters, Region 9 with three Chapters and Region 10 with 13 Chapters. He noted the request to form a Joint Society Syracuse Section AP03/EMC27/MTT17 Chapter obtained the final approval from IEEE in early March 2011. His report outlines activity for potential new chapters. For Long Beach at EMC 2011, the training session contents have been re-arranged. Part of the formal session material will be posted on the EMC Society website. Mr. Pignari has completed a review and update of the Chapter Chair Directory. The Chapter awards will be presented as announced at the March Board meeting.

GOLD PROGRAM

Caroline Chan notes she has held exchanges with Bob Davis, Elya Joffe, William Somerville (GOLD Representative) on when/how to promote GOLD EMC. The target is to bring awareness to the eligible

attendees in the IEEE EMC Society - how GOLD can help them and vice versa. An announcement of IEEE GOLD EMC activities at Long Beach was sent to the GOLD e-Newsletter on March 16, 2011 for publication. A Facebook (IEEE GOLD EMC keyword) and email address GOLDEMC@gmail.com have been created. The report details GOLD activity planned for EMC 2011 in Long Beach.

SECTIONS COORDINATOR

Henry Benitez reported as the Sections Coordinator. Plans underway include providing Mexico Section liaison support in order to encourage chapter development in Mexico in coordination with efforts provided by Maria Alejandra Mora. He will continue to develop good relations with the Region 9 Director and solicit support for EMC-S Chapter or Joint Chapter formations in that region. Mr. Benitez will participate in the upcoming Sections Congress in San Francisco. He is coordinating with the Santa Clara Valley Chapter regarding a possible EMC Society tabletop display at this year's Congress.

7.0 CONFERENCE SERVICES

Bruce Archambeault presented his report. (See VP Conference Services Report.) For EMC 2010 in Fort Lauderdale, the financial books have not been closed. The audit needs to be scheduled. The approximate surplus is 19.3%.

Regarding EMC 2011 in Long Beach, Mr. Archambeault noted 182 papers were submitted for review. Approximately 85% of the papers were accepted with required and suggested changes. On the Workshop/Tutorials, 19 half day sessions were accepted. Four special sessions were accepted.

Mr. Archambeault moved to approve the EMC 2011 Committee to allow exhibitors to provide alcoholic beverages during the last two hours of exhibit time on Tuesday of Symposium week. Exhibitors will be responsible for paying the conference center caterer directly (not through EMC 2011 committee) and all alcohol served must be served by conference center caterer personnel. The motion was seconded and approved. Don Sweeney, Elya Joffe, Kimball Williams, Bob Scully, Henry Benitez, and Don Heirman voted against the motion.

Regarding EMC 2012 in Pittsburgh, the committee will change the symposium URL to emc2012.ISEMC.org since emc2012.org not available. Conference Direct was selected for conference management. Mr. Archambeault was pleased to announce Mike Oliver was selected by Visit Pittsburgh as Pittsburgh's Convention & Meetings Partner of the Year.

Mr. Archambeault discussed the cooperation between the EMC Society and the EMC 2015 symposium in Dresden. (See ISC EMC 2015 Report.) Details of the cooperation are outlined in the report. **He moved to approve the cooperation between EMC 2015 and EMC Europe as presented. The motion was seconded and approved.**

Regarding EMC 2015 (USA location), Mr. Archambeault advised Washington DC did not work out and there may be a possible bid by the Santa Clara EMC Chapter to organize this symposium. On EMC 2016 in Ottawa, the committee is negotiating with the convention center.

Regarding Technical Co-Sponsorship requests received since the last Board meeting, TAC recommended and the Board confirmed approval for SOFTCOM 2011 and APL 2011. TAC also recommends approval for the EMC Society of Australia conference – EMC-SA. **Mr. Archambeault moved to approve Technical Co-Sponsorship for EMC-SA2011. The motion was seconded and approved.**

Mr. Archambeault moved to approve an EMC-S policy that will require all EMC-S technically co-sponsored conference Memorandums of Understanding to include the requirement that all papers must be presented in order to be submitted to IEEE *Xplore*. The motion was seconded and approved.

Mr. Archambeault concluded his report by discussing issues with the symposium paper review software. The Society needs to find a new system as support for the current system is not timely. The Technical Advisory Committee (TAC) is looking at commercial systems.

8.0 COMMUNICATION SERVICES

Perry Wilson, Vice-President for Communication Services, presented his report. (See VP Communications Report.)

NEWSLETTER

Newsletter Editor Janet O'Neil reported on Newsletter finances for the Fall 2010 issue. The 112 page issue cost \$19,261 for the printing and mailing of 4,776 copies. There were 14 advertisers in the issue (up from nine in the last issue) that generated \$17,850 in billed ad revenue, of which the EMC Society received a net of \$9,818. The spreadsheet included in her report shows the revenues and expenses for all four Newsletter issues produced in 2010. The Winter 2010 issue is still in production. There is quite a bit of new material with bylaws changes, call for Board nominations, summary of last Board election process, and the introduction of new Board members. The Associate Editor for History, Dan Hoolihan, is suggesting a reprint of all 18 issues of "Quasies and Peaks" (the "original" newsletter of the EMC Society – then called the Institute of Radio Engineers Professional Group on Radio Frequency Interference) over the next 18 issues of the Newsletter. This issue of the EMC Newsletter includes the first, March 1955 issue of Q&P. This is the last issue for Flavio Canavero, as he will retire as the Newsletter's Technical Editor. Professor Kye Yak See of the Nanyang Technical University in Singapore will replace him as the Technical Editor effective with the Spring 2011 issue. Ms. O'Neil recognized Professor Canavero for the tremendous work he has done over the past several years as Technical Editor. He has also worked with Kye Yak See on the last few issues to ensure a successful transition.

The Society's proposal to transition from a Newsletter to a Magazine was formally approved by IEEE TAB at its November 2010 meeting. The new publication will launch with the Winter 2012 issue. Financially, the EMC Society has an initial investment to make in the first year of magazine publication (2012) which at this time is a not to exceed amount of \$40K. Over 3-5 years, the magazine will be a break even proposition as there is increased revenue from subscriptions, downloads from *Xplore*, and revenue from being part of the IEEE all periodicals collection. The expenses include the cost to be on *Xplore* as well as promotion costs. Ms. O'Neil concluded her report in presenting a summary of the financial impact of the Newsletter to Magazine transition over the next three years.

TRANSACTIONS

Mr. Wilson reported for Professor Heyno Garbe, the Editor-in-Chief of the *Transactions on EMC*. He is starting the second year of his three year term. There are currently 20 Associate Editors with a resource of some 200-300 reviewers, of which 100 are active in any given year. The Advisory Committee includes six members. In 2010, all issues were mailed on time. There is a slight backlog at present due to the 2010 special issue. Professor Garbe has requested a 1200 page budget for 2012. On future special issues, in 2011 the topic is "Applications of Nanotechnology in EMC" with guest editors Marcello D'Amore and Sabrina Sarto. In 2012 the topic is "The Impact of High Altitude Electromagnetic Pulse (HEMP) on the Civil Infrastructures" with guest editor Bill Radasky. In 2013 the topic is "Model Validation and EMC" with guest editors Bruce Archambeault, Alistair Duffy and others. A luncheon will be held once again at the symposium in Long Beach to thank the

Associate Editors for their service. Professor Garbe's report includes detailed information on current Transactions activity.

HISTORY

Dan Hoolihan, Chair of the EMC Society's History Committee, reports the committee continues publication of "look back" articles in the EMC Newsletter. Bill Duff has donated old EMC test equipment, which is currently stored in Mr. Hoolihan's garage. Digitizing older copies of the EMC Newsletter is still being pursued with the IEEE.

WEB

Todd Hubing reported several routine updates have been made to committee, chapter, conference, and awards web pages. Job listings (PDs) have been added to the Board of Directors page. A major revision of the website's appearance is still planned although funding for this activity was cut from \$10k to \$0.9k for 2011. A link to proposed changes to the constitution and bylaws has been added to the main page.

9.0 STANDARDS SERVICES

Don Heirman, Vice-President for Standards, presented his report. (See VP Standards report.)

STANDARDS DEVELOPMENT COMMITTEE (SDCom)

On SDCom activity, Mr. Heirman reported for chair Andy Drozd. He reviewed the status of each standard in his report. He advised IEEE accepted SDCom's withdrawal as co-sponsor of Std. 1775. A small group formed to write an article for IEEE Spectrum or the EMC Newsletter and to draft recommended changes in SA Standards Board procedures. Final revisions to the SDCom Policies & Procedures document are underway; this will be sent to AudCom for review. He summarized Long Range Planning strategy and reviewed the link to the EMC-S SC1 committee on SmartGrid. Mr. Heirman reviewed the intent and description of the new Standards Travel Grant. Information on this will be published in the Spring 2011 EMC Newsletter.

STANDARDS ADVISORY AND COORDINATION COMMITTEE (SACCom)

John Norgard has assumed chairmanship of this committee, with Don Heirman remaining as secretary. The committee is reorganizing activity to show EMC standards by non-EMC-S organizations that can be useful to EMC-S standards work. The goal is to explore possible joint work and using material from each other's work (with approval) to leverage each organization's expertise. The report includes a list of the SACCom members and their respective work on EMC related standards with non EMC-S organizations. For the SAE AE4 committee, there are 42 EMC related standards. Examples of SACCom member activity with these non EMC-S standards organizations are included in the report.

10.0 TECHNICAL SERVICES

Bob Scully, Vice President for Technical Services, presented his report. (See VP Technical Services Report.)

EDUCATION AND STUDENT ACTIVITIES (ESAC)

Mr. Scully noted that technical coordination between stakeholders for educational initiatives continues to be a problem with the ESAC. A policy is needed to establish who is responsible for what, and what individual roles are with regard to input and oversight. ESAC perceives its role as primarily being for the development of EMC

education in academia, with professional education considered as a legacy role, but not a target area of interest. Mr. Scully recommends a group be formed, comprising membership from ESAC, TAC, and the BoD, to deliberate on this and propose a solution at the next BoD meeting to establish an unambiguous guiding authority for professional technical educational activities within the EMC-S that will enable the ESAC to carry forward its educational initiatives without further inhibition. A new group is being formed to propose a solution to the ambiguity of its relationship with the EMC Global University, the leadership track, PACE, etc. Chuck Bunting, Kimball Williams, Bruce Archambeault and Elya Joffe volunteered to be part of the new group studying this. The group will be chaired by Bob Scully.

TECHNICAL ADVISORY COMMITTEE (TAC)

TAC Chair Bruce Archambeault noted the committee held a telecom on March 7. Future meetings in 2011 include May 14 at the Missouri University of Science and Technology, in August during the EMC symposium and a telecom will be held on October 11. The report outlines the activity for the EMC 2011 paper, workshops/tutorials and special session reviews. Issues with the paper review software used are outlined in the report.

Bob Scully reiterated that TAC has used the same paper review system as last year, and is experiencing the same frustrations this year with lack of attention to needed actions, changes, and so forth. While TAC has been using this system for free for some years now, it's time to look for alternative systems. The EMC-S requires, at present, a review system that accommodates a second round of reviews, and an off-the-shelf solution does not exist. Mr. Scully advised he will chair a task force committee to make a proposal to the Board on purchasing new software for the paper review process. Bruce Archambeault, Francesca Maradei, Don Heirman, Perry Wilson, Todd Hubing, Fred Heather, and Alistair Duffy volunteered to be members of this task force.

Mr. Archambeault noted that Kermit Phipps has resigned as TAC secretary and a replacement is being sought.

11.0 SUSPENSION OF MEETING

Ms. Maradei suspended the meeting at 5:45 pm. The meeting will continue on Wednesday morning, March 30 at 9:00 am.

Continuation of meeting on Wednesday, March 30, 2011

1.0 CALL TO ORDER

President Maradei called the meeting to order at 9:00 am. (See Part II of the agenda.)

2.0 STRATEGIC PLANNING UPDATE

Ghery Pettit talked about strategic planning. (See President-Elect Report.) He summarized the five strategic goals of the EMC Society, including A. Provide Products of Value to EMC Researchers and Practitioners managed by Perry Wilson, VP Communications; B. Global Technology Presence, Visibility and Excellence managed by Bruce Archambeault, VP Conferences; C. Engage young professionals in the EMC Society managed by Bob Scully, VP Technical Services; D. Improve EMC-S membership development and retention managed by Bob Davis, VP Member Services; and E. Enhance community collaboration managed by Don Heirman, VP Standards. The next strategic planning meeting will be held at the November Board meeting.

3.0 NEW INITIATIVES

New Membership - Bob Davis presented a motion related to new memberships in the EMC Society. (See Motion – Membership Promotion Initiative.) He summarized the issues related to offering new memberships and the financial implications. **Mr. Davis moved to approve the use of EMC Society reserves, in the amount of \$20,000 per year, for up to 3 years renewable annually, to use for offering a limited number of free IEEE and EMC memberships at IEEE EMC Symposia, free IEEE EMC memberships at domestic and international EMC regional Symposia, free IEEE EMC membership at technically co-sponsored symposia and free e-memberships at international EMC Regional Symposia. The motion was seconded and approved.**

Symposium Finance Tool – (See VP Conferences – New Initiative.) **Bruce Archambeault moved to approve an EMC-S initiative to investigate the feasibility of creating a standard accounting tool (such as Quick Books) for use by all EMC-S symposia using funds from the EMC-S surplus. A maximum of \$4,000 may be used to purchase software licenses and contract help to set up an initial system. The motion was seconded and approved.**

Paper Review Software – Bob Scully revisited the issues with the paper review software noted earlier in his VP Technical Services Report as well as in Bruce Archambeault’s TAC Report. **Mr. Scully moved that the Board approve \$10,000 of funding sourced from the new initiative pool to support the acquisition process of suitably designed and tailored software for EMC-S Symposium paper review activities. The motion was seconded and approved.**

4.0 ANGEL TRAINING

Bob Davis reported for Chapter Coordinator Sergio Pignari on the Angel Program. (See Angel Training.) He conducted a “refresher course” on the program and the Board member responsibilities as Angels. The Chapter Angels serve as liaisons between the Board of Directors and the Chapters on all matters relating to Chapter Activities. They should employ a proactive approach in their Chapter support activities. Angels can determine Chapters under their responsibility by looking at the list of Chapters and Chapter Chairs, posted on the EMC-S website: <http://www.ewh.ieee.org/soc/emcs/chapters/chapter1.html>. The goal is for Chapter Angels to act as "coaches" or "mentors" to the Chapters to better improve their activities. The report includes a list of the Chapters worldwide and their assigned Angel. The website link also includes the Angel Manual for more information.

5.0 BOARD OF DIRECTORS FORUM AND DOCUMENT ARCHIVE

Bruce Archambeault led a discussion on the new Board Forum available on line at <http://ieee.emc-center.org/emcbod/home.aspx>. (See EMC-S Board Forum Instructions.) The Forum has three main purposes: 1. Allows discussion threads, 2. Facilitates email to Board members and 3. Serves as a Document Repository of important documents for all to access. This is a handy tool for EMC-S BoD members. The discussion threads in particular are better than email chains. View the report for instructions on how to access and use the new Board Forum. Mr. Archambeault concluded his report by acknowledging the efforts of Jun Fan in setting up this Forum for the Board.

6.0 OLD BUSINESS

The following items were reviewed under Old Business:

Boston Globe Article – Francesca Maradei thanked Dick Ford for his work on the letter refuting the claims in the Boston Globe article on the use of cell phones on planes. She commented that she never received a response

from the Boston Globe in reply to the EMC Society letter. Dick advised he has finished with his scope of work and has disbanded the committee formed to support this work. A summary of the activity related to the Boston Globe article is included in Addendum 2.

Newsletter to Magazine Transition – Perry Wilson reviewed the three year financial forecast for the transition from an IEEE Newsletter to Magazine presented earlier in his report. Following discussion, **Mr. Wilson moved to transition the EMC-S Newsletter to a Magazine in 2012. The motion was seconded and approved.**

7.0 NEW BUSINESS/ADDITIONAL ITEMS

The following items were reviewed under New Business:

Board A/V Equipment – (See EMCS BOD Notebook Computer Tech Refresh.) **Fred Heather moved to approve the purchase of a new notebook computer (with MS Office 2010, and Anti Virus program) and shipping container in an amount not to exceed \$2,100 for use at the August 2011 Board meeting and beyond. The motion was seconded and approved.**

IEEE Sections (and Societies) Congress – Elya Joffe discussed the upcoming Sections Congress to be held over August 19-22, 2011 in San Francisco, California. (See TAB Presentation November 2010 – SC 2011 - EBJ.) This year's tri-annual event is the 10th IEEE Sections Congress. It provides an opportunity for IEEE representatives from all over the world to participate in an event which provides them with the tools and training to assist their unit in focusing their activities solely on the member and increase members' participation in IEEE activities. The Sections Congress is the one major meeting which brings together the IEEE's grassroots leadership so that they can share ideas, concerns and solutions. The report outlines the schedule for the congress this year and details activities that will take place, including a new poster paper session.

iNARTE and RABQSA – Kimball Williams discussed the new partnership between these two organizations. (See iNARTE and RABQSA report.) iNARTE had been exploring an offer from RABQSA in the form of a strategic alliance to enhance the capabilities of both organizations. RABQSA is an international certification agency based in Sydney, Australia that offers professional certifications in many technical disciplines that complement the iNARTE portfolio. This alignment is expected to give iNARTE the capacity to expand in several areas where its Board has long hoped to grow, but was limited by manpower and funding from stepping in that direction.

Board Meeting Dates for 2012-2013 – Ghery Pettit discussed future Board meeting dates and locations as shown below. (See Ghery 2012-2013 Board Meeting Plan.)

Tentative Meetings for 2012

- **March 16-18** **Scottsdale, AZ**
- **May 18-20** **Denver, CO**
- **August 5 and 9** **Pittsburgh, PA**
- **November 15-18** **Raleigh, NC**

Tentative meetings for 2013

- **March 15-17** **Piscataway, NJ**
- **May 24-26** **Rome, Italy**
- **August 4 and 8** **Denver, CO**
- **November** **TBD**

8.0 SUMMARY OF FINANCIAL IMPACT OF APPROVED MOTIONS

Elya Joffe advised the financial impact from the motions approved at the meeting included:

\$20,000 for new membership initiative

\$4,000 for symposium finance software

\$10,000 for symposium paper review software

\$2,100 for additional A/V equipment (notebook computer and shipping container

\$36,100

9.0 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.

10.0 CLOSING REMARKS

Francesca Maradei thanked everyone for attending and contributing to the Board meeting. (See Closing Remarks.)

11.0 ADJOURN

The meeting adjourned at 12:15 pm.

Submitted by:



Janet O'Neil
Secretary, EMC Society Board of Directors

Addendum 1

Summary of e-motions made subsequent to the November 2010 Board meeting and prior to the March 2011 Board meeting.

A. The motion on the approval of Technical Co-Sponsorship of SOFTCOM/EEEMC 2011 passed as follows:

- 18 YES votes (Andy, Elya, Dan, John LaSalle, Dick, Chuck, Bob Davis, Bob Scully, Kermit, Todd, Ghery, Bruce, Don Sweeney, Henry, Alistair, Kimball, Perry, Larry)
- 6 didn't vote (Ruji, John Norgard, Janet, Takeo, Mike, Don Heirman)
- 2 abstained (Francesca, Vesna)

B. The motion on the approval of Technical Co-Sponsorship of COMCAS 2011 passed as follows:

- 21 YES votes (Dick, Elya, John LaSalle, Kimball, Bob Davis, Vesna, Ghery, Bruce, Henry, Mike, Dan, Andy, Janet, Todd, Alistair, Bob Scully, Kermit, Larry, Chuck, Don Sweeney, Perry)
- 4 didn't vote (Don Heirman, John Norgard, Ruji, Takeo)
- 1 abstained (Francesca)

C. The motion on the approval of Technical Co-Sponsorship of APL 2011 passed as follows:

- 19 YES (Andy, Elya, Dan, John LaSalle, Dick, Chuck, Bob Davis, Bob Scully, Kermit, Todd, Ghery, Bruce, Mike, Don Sweeney, Henry, Takeo, Vesna, Alistair, Kimball)
- 1 NO (Don Heirman)
- 5 didn't vote (Ruji, John Norgard, Perry, Janet, Larry)
- 1 abstained (Francesca)

Addendum 2

Boston Globe Article – Summary of Activity

Background: In October 2010, the Boston Globe, in both its local and its national (on-line) editions, published an article titled ***“Attention passengers: It’s perfectly safe to use your cell phones (on an airplane).”*** It was authored by Globe reporter Justin Bender. Bender cited as proof of this safety “A STUDY BY THE IEEE ELECTROMAGNETIC COMPATIBILITY SOCIETY...” This Globe story quickly was reported in two (or more) of publication vehicles serving our Society and fellow E3 technologists (ITEM publications, et. al.) At the November BoD meeting Dick Ford was appointed to investigate this matter. Dick complete his work by December 1st and after communications with Society President Dr. Francesca Maradei advised the BoD by e-mail that the Globe’s assertions were totally false and hence badly served our Society. Dick then assisted Dr. Maradei in drafting a letter to the Globe Management. This letter was sent on December 3rd. In part, her letter stated:
“A recent article by Justin Bender in the Boston Globe stated “Attention passengers: It’s perfectly safe to use your cell phones (on an airplane), citing “A STUDY BY THE IEEE ELECTROMAGNETIC COMPATIBILITY SOCIETY...”
These statements are not true.”

And:

“In summary, our Society is aware of no evidence either within our Society or worldwide which supports unrestricted use of cell phones on airplanes at this point. We are looking at how well the new system currently used in Europe is functioning, as well as changes in technology and spectrum usage, as to whether, and in what circumstances, cell phone use on airplanes might be permitted. But at present it is NOT perfectly safe to use your cell phones (on an airplane). Please take steps to correctly inform the public of this issue and our position.”

At subject meeting, Dr. Maradei thanked Dick Ford for his assistance. Dr. Maradei further commented that she has thus far not received a response from the Boston Globe in reply to her letter. Dick advised he had contacted reporters working for the Globe and was advised that Mr. Bender had returned to Germany and was not available for comment. It was further suggested by an un-named source that our Society would likely not receive a reply to Dr. Maradei’s letter unless it was in the *letters to the editor’s* column and, if so, would likely only be in the Globe’s local area publication. Dick advised the BoD that he was disappointed in the Globe’s position. He also felt that he had finished with his work on this issue. He was then urged by the BoD to track or follow the issue, as it might lead to material for our Newsletter/magazine. Dick also noted that in November he contacted Graham Kilshaw of ITEM about their reporting of the Globe article. He had hoped that ITEM might help re-dress the issue. ITEM’s position at that time was until something clearly official was released by the Society they would not be able to pursue the issue further or do a follow-up.