

APPROVED MINUTES
OF THE IEEE EMC SOCIETY
BOARD OF DIRECTORS MEETING

March 14, 2008
The Westin Hotel
Greenville, SC

MEMBERS PRESENT (21)

B. Archambeault
H. Benitez
C. Brench
A. Drozd
R. Ford
B. Goldblum
F. Heather
D. Heirman
D. Hoolihan
T. Hubing
E. Joffe
F. Maradei
M. Montrose
J. Norgard
J. O'Neil
G. Pettit
R. Scully
D. Staggs
D. Sweeney
R. Wallen
T. Yoshino

MEMBERS ABSENT (3)

R. Davis
R. Jost
W. Kesselman

GUESTS (2)

J. LaSalle
K. Williams

1.0 THE PRESIDENT'S OPENING REMARKS/CONSENT AGENDA

President Joffe called the meeting to order at 9:00 am. A round of introductions was made. President Joffe reviewed Board meeting protocol, the IEEE code of ethics, and upcoming activities (see President's Introductory Remarks). The topics included a report from TAB (Young Career Support/GOLD, Technology Roadmap Initiative, New Membership Model, and TAB/MGA cooperation/coordination) and Global Outreach Activities (symposia, outreach, and Sections Congress). He then presented the agenda and noted the items shown under the Consent Agenda. (See Agenda dated March 14, 2008.) **Dave Staggs moved to approve the consent agenda as presented. The motion was seconded and approved.** The approved November 2007 Board minutes will be posted to the EMC Society website.

2.0 NORM VIOLETTE TRIBUTE

Dan Hoolihan presented a tribute to Norm Violette, a past Board member who died earlier this year. (See Violette tribute.) A moment of silence followed.

3.0 PAST PRESIDENT REPORT

Andy Drozd reported on the recent activity at IEEE headquarters in Piscataway, NJ related to the EMC Society's 50th Anniversary. Dan Hoolihan coordinated this activity and has more details in his History Committee report. Briefly, the EMC Society arranged to have one of its 50th Anniversary pins flown on one of the space shuttle flights as part of the celebration of its 50th anniversary. Bob Scully, a member of the Board of Directors of the EMC Society and a senior engineer with NASA, made the necessary arrangements through normal approval cycles. A designated pin was placed on STS-118 which was a successful shuttle flight flown from 8-21 August 2007. The unique pin was mounted on a specially designed plaque and was presented to the IEEE for display at the Ops Center in Piscataway on 14 January 2008. Mr. Drozd noted that this was also a lead story in the IEEE Institute: "Most IEEE societies celebrate a major anniversary with, say, a commemorative pin or a plaque and perhaps a special event. But with NASA's help, the IEEE Electromagnetic Compatibility Society took its 50th anniversary celebration to new heights." Find out what happened at <http://bmsmail3.ieee.org:80/u/10173/06442354>.

4.0 FINANCE COMMITTEE REPORT

Andy Drozd presented the finance committee report. (Reference Finance Committee – FinCom - Report.) He reviewed Budget Control Variables and Inflationary Increases – income (Membership Fee–Transactions Page Count and Number of Issues, Optional Member Transactions Print Cost, and Non-Member Subscription List Price) as well as expenses (officer and committee budgets).

Mr. Drozd moved to raise membership dues from \$25 to \$30 effective in the CY09 membership cycle, and to allow the EMC-S FinCom to make appropriate adjustments in order to assure a balanced budget. Ghery Pettit seconded the motion. The motion was seconded and approved. Bob Goldblum abstained from voting. Fred Heather voted against the motion. Mr. Drozd noted the last time the EMC-S dues were raised was in 2003 when the dues were raised from \$15 to \$25.

Mr. Drozd moved to approve the non-member subscription fees price list in accordance with the recommended price as determined by IEEE for 2009. The motion was seconded and approved.

Mr. Drozd moved to increase the cost of the print copy of the Transactions on EMC from \$15 to \$20 for regular full members in CY09. The motion was seconded and approved.

Mr. Drozd moved to approve the preliminary officer, committee, and other budgeted expenses in the amount of approximately \$320K (in accordance with the EMC-27 1900 account line items) and to allow the EMC-S FinCom to make adjustments in order to assure a balanced budget. The motion was seconded and approved.

John LaSalle, Assistant Treasurer, presented information related to a five-year budget forecast. He presented information on real time budget tracking. (See FinCom report.) He also summarized IEEE travel guidelines, including

the new IEEE travel authorization form and the new expense report form. Note prior authorization of the committee chair is required before Board members incur an expense.

In the absence of Treasurer Warren Kesselman, Mr. LaSalle presented his report. (A copy of the report was e-mailed to all Board members prior to the meeting.) Regarding 2007 Operations, as of March 3, IEEE's 2007 Post-Closing Pre-Audit financials (known as the FM-13 report) have not been posted on the Web. However, Mr. Kesselman has received a preliminary FM-13 Cost Center summary that he believes is substantially close to final. The preliminary summary indicates that EMC-S's 2007 operating deficit will be on the order of -\$206.8k. EMC-S's share of investment return may be about \$6.1k. Thus, the projected overall net deficit will be about -\$200.7k. The largest Cost Center variance between actual and budget is the Conference net (\$299.9k budget/\$126.1k actual). The next large variance was the Newsletter net expense (78.8k actual/52.6k budget). The Committee/Other Cost Center was close to budget (250.5 budget/260.2 actual). The Treasurer's report contains a table (based on 31 December financials) showing the information for the various line items in that Cost Center. The IEEE 2007 Post-Audit financials will be available around the end of the second quarter. Mr. Kesselman suspects that there will be little change in the final deficit amount.

5.0 COMMUNICATION SERVICES

Ghery Pettit, Vice-President for Communication Services, presented his report. (Reference VP Communications report.) He discussed the Transactions on EMC page count for 2009. **Mr. Pettit moved to set the budget for the 2009 page count at 1116, up from 1016 for 2008. The motion was seconded and approved.**

Mr. Pettit also noted that the position of the Public Relations Chair is open. Anyone interested in serving as Chair should contact Mr. Pettit.

Mr. Pettit showed a summary of Newsletter finances since 2001 (see Newsletter Finance Summary). In 2002, the Newsletter started including paid advertising. At this time, the Newsletter went to full color and the page number continued to expand over the years. Since advertising was started, on average, the paid advertising income supplements the Newsletter expenses by approximately 50%.

Discussion ensued about having an electronic version of the Newsletter available to the members and those who wish to "opt out" of receiving a print copy.

Bob Goldblum noted that during Mr. Pettit's Communications Committee report, a slide was projected showing the increased page count for the Transactions. The slide showed the page count for the Transactions, but not the Newsletter. The Board approved an increase in the budget for the Transactions to accommodate more pages. Mr. Goldblum asked why there was no similar page limit for the Newsletter. Mr. Pettit asked why should there be, there never has been one. Mr. Goldblum indicated that the Newsletter was over budget and thought that a page limit would help correct this situation.

Someone pointed out that the extra cost to produce the Newsletter in 2007 was due to the inclusion of the Symposium EMC 2007 program. Mark Montrose said that if the Newsletter is transitioned to a Magazine, the Society could gain revenue via the IEEE. Someone else said that the Newsletter should have received funding from the Symposium committee. An Ad Hoc committee was formed to discuss the matter.

President Joffe requested that an ad hoc committee be formed to review this "opt out" process for the Newsletter, budget issues, and transitioning from a newsletter to a magazine. Mark Montrose volunteered to be a member of this committee. Mr. Pettit requested that anyone interested in being a member of this committee contact him.

NEWSLETTER

Janet O'Neil, Editor, reported on activity since the last Board meeting. The Fall 2007 issue was 108 pages and focused on activity at the 2007 IEEE International Symposium on EMC in Honolulu, HI. The issue included regular articles and two practical papers, including "Ground Based Air-Conditioning System Interfered Aircraft Communication Channel" by Norbert Kohns and a paper on loop inductance by Clayton R. Paul. There were 14 pages in the special

History/Anniversary section, including a reprint of the second most referenced paper in the Transactions on EMC. Also featured in this section was a review of the 50th anniversary activities at the EMC 2007 symposium. There were two obituaries for this issue – one on Founder Fred Haber and one on Ken Hall. The issue also included the annual article on Education and Student Activities by Bob Nelson and on the RAC/SACCom luncheon by Fred Heather. Also included were the traditional photo collage pages showing scenes from the symposium. Ken Wyatt recruited a team of volunteer photographers to help him capture the numerous activities at the symposium. The issue is filled with numerous photos from his team. Financially, the Fall 2007 issue cost \$27,633 to produce, print, and mail to the members. 5,351 issues were printed. \$18,434 was billed in ad revenue with a net of \$9,586 going to the EMC Society to offset the cost of the issue. There were 12.17 pages of ads from a total of 16 advertisers. This was the first issue to be mailed at the increased postage rate for expedited delivery to EMC Society members outside the US. Comments from non-US based members have been favorable that the issue was received much quicker than previously. The Winter 2008 issue is at the printer. It is 100 pages and includes many of the standard articles as well as new President Elya Joffe's first President's Message. He also contributed an article on why the EMC Society needs new members and his daughter contributed an article along with a photo collage created by Dick Ford. There are two practical papers, including the second part of Dr. Paul's paper on inductance. This issue is being mailed as a shrink-wrapped set with the EMC 2008 Advance Program. A higher number of issues than normal will be printed as the mailing list also includes nonmembers who attended EMC 2006 and EMC 2007. Financially, the issue is estimated to cost \$24,357, with \$20,915 billed in ad revenue (a net of \$10,876 going to the EMC Society). There are 12.16 pages of ads from a total of 12 advertisers in the issue. On the EMC 2008 Advance Program that is shipping with this issue, this document billed \$11,696 in ad revenue, with a net of \$6,082 going to the EMC Society. Related to general Newsletter information, Ms. O'Neil reported she worked with Perry Wilson, Editor of the IEEE Transactions on EMC, to send an e-mail blast in January to EMC Society members announcing the mailing of the Fall 2007 issue of the Newsletter and posting to the Society's website. The table of contents for the current IEEE Transactions on EMC was announced so members will know what new papers have been uploaded to Xplore. Ms. O'Neil and Dr. Wilson intend to issue a quarterly e-mail blast to the EMC-S members about the latest issues of the Newsletter and IEEE Transactions on EMC. Ms. O'Neil checked with IEEE about having one PDF of the entire Newsletter available on the website for downloading. She learned this was not practical, as it would have to be a very large file size in order to print photos and graphs/diagrams in the practical papers with a decent quality. It would also take a very long time to download. Don Sweeney has volunteered to work with Ghery Pettit and IEEE management to see what other options are available. A summary report of the four issues of the EMC Newsletter in 2007 was presented. This shows the total 2007 Newsletter expense for composition, printing, and mailing to be \$105,226. Net ad revenue to the Society was \$52,912 in 2007. This follows the general trend we have seen in the past few years where paid advertising income reduces the Newsletter expenses by roughly 50%. Ms. O'Neil plans to attend the IEEE Panel of Editors meeting on April 4-5, 2008 in Los Angeles.

CHAPTER PUBLICITY

Mr. Pettit relayed some news from Todd Robinson, Newsletter Associate Editor for Chapter Chatter. There has been a diverse group of Chapters that send in reports for Chapter Chatter. A few of the "old faithful" Chapters continue to give input every quarter. Therefore, the Chapter Chatter sections in the Newsletter have been very interesting. However, there are several larger West Coast Chapters of note that he never hears from. Also, he continues to have one to two Chapters outside of the USA that try to send him an IEEE Chapter report form for their input. He will continue the education process with these Chapters. Language may be a problem. He was not able to attend the Chapter Chair Retreat in Hawaii, so he was unable to solicit the Chapter chairs about sending in reports. He will likely be able to attend the meeting in Detroit. Mr. Robinson needs EMC stories! Anyone with an interesting and/or humorous EMC story can contact him at Todd.robinson@ckc.com. Lastly, he would still like to set up an FTP site for chairs to upload photos and reports to him.

TRANSACTIONS

Mr. Pettit presented the report of Perry Wilson, Editor. As of March 12, 2008, 60 manuscripts have been submitted in 2008. This rate projects a total of 311 submissions for the full year, some 30 more than last year. The final number of submissions in 2007 was 283. Month-by-month statistics are shown in Table 1 going back to 2003 (thanks to Prof.

Canavero for the 2003-2006 data). The submission rate is trending up, nearly doubling since 2003. The largest increase has been in the number of submissions from Region 10 (Asia, and China in particular).

Table 1. New Paper Submissions

	2003	2004	2005	2006	2007	2008
January	11	10	19	18	27	25
February	13	20	11	79 (*)	11	26
March	13	12	16	14	21	09***
April	13	14	16	17	20	
May	19	20	14	20	31	
June	11	23	21	21	23	
July	29	15	23	15	31	
August	15	16	11	28	23	
September	19	17	17	20	16	
October	16	17	11	22	35	
November	9	9	16	0	26	
December	10	14	12	0	19	
Total	178	187	187	301 (**)	283	311(****)

(*) Including 75 manuscripts for the special issue on EMC Singapore

(**) The total is 226 if the 75 special-issue papers are not considered

(***) As of March 12, 2007

(****) Projected at current rate

Regarding Transactions production, both the November 2007 and February 2008 issues were mailed in their respective months and on time in production. Dr. Wilson has submitted the papers for the May 2008 issue ahead of the nominal IEEE timetable. There is currently no backlog of unpublished papers. The 2007 final page count was 976, very near to the 1000 page estimate. On Special Issues/Sections, for 2008, a Special Issue on Aerospace EMC is planned with R. Perez and Jim Lukash as Guest Editors. Mr. Perez has invited 20 authors who have committed to write papers on various aspects of Aerospace EMC. There are 10+ papers nearing the end of the review cycle. The Special Issue is scheduled for August 2008. For 2009, Prof. Vladimir Rakov (U. Florida) and Prof. F. Rachidi (TU Lausanne) have submitted a proposal for a Special Issue on Lightning. A special issue on the same topic was published in Nov.1998 (134 pages) with F. Canavero, M. D’Amore, C. Mazzetti, and C. Nucci as Guest Editors. Prof. Rakov is confident that progress warrants another special issue. For 2010, Prof. Erping Li (U. Singapore) would like to propose a special issue on PCB Packaging EMC. EMC in electronics design is a strong area of contribution from Asia, and China in particular. This would be a good opportunity to highlight research in this area. Regarding Associate Editors, at the beginning of 2008 there were 19 Associate Editors (AEs): 3 from Regions 1-7, 12 from Region 8, and 4 from Region 10. Dr. Wilson plans to invite an AE from Japan. Long term, an AE from Region 9 (Central and South America) should be considered. He plans to attend the 2008 IEEE Panel of Editors Meeting and interact with Mr. George Criscione who produces the EMCT. He intends to gather more information about the “impact factor” and where the Transactions on EMC ranks related to other IEEE journals.

HISTORY

Dan Hoolihan reported on two successful concluding events as a final wrap-up to the celebration of the 50th Anniversary of the EMC Society of the IEEE in 2007, namely: 1) - The awarding of a plaque celebrating the 50th Anniversary of the Society to the President of the IEEE. The plaque was a three-way effort between NASA, the IEEE, and the EMC Society. Bob Scully, an EMC-S member and an employee of NASA, was instrumental in getting the Society’s 50th Anniversary Lapel Pin on the shuttle and in developing the plaque that contains the pin. The award ceremony took place on January 14, 2008 at the IEEE Operations Center in Piscataway, New Jersey. This award presentation was highlighted in the IEEE publication “The Institute Online.” The current version of The Institute can be found at <http://www.ieee.org/theinstitute> and 2) - with the help of the IEEE History Center, an exhibit honoring the 50th Anniversary of the EMC Society has been established at the IEEE Operations Center. This display showcases some historic EMC receivers, the EMC-S 50th Anniversary commemorative booklet, pictures of prominent EMC people and events, and the CD that captures the history of the EMC Society. In addition to the above, Jerry Ramie has produced a

CD on the Founder's luncheon talks that were given on July 10, 2007 in Hawaii. These talks are similar to the ones given on Thursday at the symposium. The History Committee is in the process of reviewing these CDs and deciding what to do with them. The CD on the history of the first 50 years of the EMC-S and the DVD on the Founders EMC War Stories have both been distributed to about 60 Chapters of the EMC Society for their use in local Chapter meetings. Special historical articles and reprints of famous EMC-S Transactions papers continue to be published in the quarterly newsletter of the EMC Society.

WEB

Mr. Pettit advised in his report that he continues to work with Shannon Archambeault to resolve broken links and update content on the web site.

IEEE PRESS

No report was received from Ray Perez, IEEE Press Chair.

6.0 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 SETCom chair is Qiubo Ye and the vice-chair is Professor Johan Catrysse. The SACCom Chair is Dave Guzman. The SDCom continues to be chaired by Stephen Berger with Ed Hare as the secretary.

The Standards Development Committee met on 13 March; SETCom/SACCom did not meet; SACCom submitted a separate report. Sixteen people attended and reviewed the status of various standards projects and interactions with IEC and CISPR, including: EM site survey (Std. 473) - New chair is Vil Arafiles - 80 percent or so completed, but still no progress since Hawaii and before meetings since; RF absorber evaluation (Std. 1128) - Current until 2011; VDT emissions (Std. 1140) - Current until 2011 - No issues at this time; Gasket character. (Std. 1302) - Draft received and voted in SDCom as being ready for ballot. Submitted for ballot on 3/12/2008; Probe calibration (Std. 1309 amd) - New WG chair - report expected by May meeting; Category D liaison with IEC SC77B planned; RF filter performance (P1560) - Current until 2010. No issues at this time; Computational EM (P1597.1) - Ballot pool formed. Submitted for ballot on 3/12/2008. Minor problems with files expected to be resolved by next week per Mr. Drozd; Computational EM (P1597.2) - Ballot pool formed. Submitted for ballot on 3/12/2008. Minor problems with files expected to be resolved by next week per Mr. Drozd; Intentional EMI to Computers (1642) - Ballot delayed. PAR extended to 2011 - SDCom wants to see draft; Line replaceable module (P1688) - Draft 80% stable. First draft to be completed - Spring 2008; TV emission measurements (Std. 187) - Reaffirmed, with comments. SDCom submitted resolution of comments. Interest by CISPR SC I.

Mr. Heirman announced that Steve Berger has resigned as Chair of P1900 (Interference/coexistence-SDR). Joanna Geunin, Co-Chair, is now Chair. The committee is waiting for the creation of SCC-41 by IEEE. Mr. Berger will act as a liaison between SDCom and SCC-41. On P1775 (Powerline Communications equipment EMC testing), the joint sponsor committee of 12 had deemed the standard was not ready for ballot. P1775 formed a Task Group to resolve comments from the committee of 12. The work was completed, with many comments accepted; some were deemed already decided within the WG. P1775 will meet on March 24-25 to vote moving the standard out of the WG and back to the sponsors.

In other 2008 Standards activity, the committee reviewed the web site and agreed to work with the EMC-S web master via the VP for Communications to update by the Detroit symposium. The committee will continue to meet the day before each Board meeting with time for SACCom and SETCom meetings planned depending on need. A SDCom telecom is scheduled for 28 April 2008 to review standards progress. The committee will hold its normal two-part SDCom meeting, SETCom and SACCom meetings at the Detroit symposium.

Possible new initiatives include improving communications between the IEEE EMC Society and other Standards bodies and organizations, holding a two day workshop with selective IEC/CISPR committees and the IEEE EMC Society Standards leadership on topics of similar technical interest, fostering the cooperation and harmonization where possible between the two organizations and more category D liaisons with the IEC and CISPR committees where joint development is mutually beneficial. This will be discussed at the next CISPR meeting in Osaka, Japan with a target for these initiatives set for the first quarter of 2009.

7.0 CONFERENCE SERVICES

Barry Wallen presented his report. (See VP Conferences Report.)

Mr. Wallen moved to approve EMC-S Technical Co-Sponsorship of the Asia Pacific Microwave Conference (APMC) in Hong Kong, December 16-19, 2008. The motion was seconded and approved.

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

Janet O'Neil reported since the last report in November that EMC 2007 treasurer Benoit Nadeau continues to work with IEEE CMS to sort out the final expenses for EMC 2007. There are numerous questions relating to actual expenses that came in much higher than budgeted, without clear indications from IEEE Conference Management Services on the purpose of the expenses and who was controlling them. Treasurer Benoit Nadeau reported preliminary numbers of: Income (near to final): \$944,930, Expenses (non-final): \$886,634. Mr. Wallen will prepare a detailed financial wrap-up report providing a line item review of the problems associated with the expenses incurred by the 2007 Symposium. This information will be pulled into the Symposium Manual as lessons learned and forwarded to future Symposium Chairs and Treasurers. Initial availability of this report is expected to be early July 2008.

EMC 2008 Detroit, MI (Chair: Kimball Williams)

The 2008 Symposium Committee continues to meet via teleconference once each month. Room rates at the Symposium Headquarters hotel (Detroit Renaissance Marriott) are quoted at \$164 single or double occupancy per night, plus 15% tax. Regarding the technical program, 183 papers have been received, with 121 accepted. There are five Special Sessions, each with 5-6 papers. On workshops/tutorials, 24 of the 32 submitted were accepted. Bruce Archambeault advised the new paper review process is working very well. On exhibits, 185 booths have been sold to 119 exhibitors. On registration, this started on line on March 5, with 26 people registering so far.

EMC 2009 Austin, TX (Chair: David Staggs)

Dave Staggs reports a loan request of \$20K has been forwarded to the VP of Conference Services. The Concentration Banking Account (CBA) has been established. The preliminary budget was completed and presented to the Board of Directors at the November 2006 BoD Meeting. The final version of the 2009 symposium budget will be presented to the BoD at the May 2008 meeting. The host hotel (Hilton) contract has been signed. The Hilton always charges \$9.95 per day for Internet in their hotels. The current plan is to use the large (3000 people) Hilton hotel ballroom for the Symposium Reception. The Austin Convention Center contract is signed and a \$1K deposit made. Next deposit is on 8-15-08 of \$4K. The new contract management firm selected is Three Dimensions. The Call for Papers, Call for Workshops/Tutorials, Call for Experiments/Demonstrations, and Call for Special/Invited Sessions are in process. As soon as the contract is finalized with Three Dimensions, work will start on Exhibitor Package preparation for distribution at the 2008 symposium in Detroit.

EMC 2010: Fort Lauderdale (Chair: Fred Heather)

Fred Heather reported that the EMC 2010 committee held a meeting on March 12, 2008. The committee is waiting for a decision from the EMC 2009 committee on a conference management services firm so that EMC 2010 may follow its lead.

EMC 2011: Long Beach, CA (Chair: Ray Adams)

Ray Adams reports the contract has been signed with Long Beach Convention Center. The contract has been signed with the Long Beach Hyatt hotel, and potential overflow hotel options are being reviewed. The EMC 2011 committee is waiting for a decision from the EMC 2009 committee on a conference management services firm so that they too may follow its lead.

EMC 2012: Pittsburgh, PA (Chair: Mike Oliver)

Mike Oliver reports EMC 2012 has begun investigating Pittsburgh hotels and venues, and is working with Barry Wallen to lay out a strategy for conference management.

EXHIBITOR LIAISON

Janet has contacted Eddie Pavlu of Elliott Labs about becoming more involved in the exhibitor activities at the Symposium. Mr. Pavlu attended the exhibitors breakfast at EMC 2007 and volunteered to help.

REGIONAL CONFERENCES

Regarding regional conferences in Regions 1-7, Janet O'Neil reported that the following tabletop shows are scheduled for 2008: Clemson University just held on March 12, April 1 in Milwaukee, May 8 in Detroit, May 13 in Chicago, and possibly June in Maryland. Her report identified the speakers at each event. The Clemson Automotive EMC focused program had multiple speakers, including Todd Hubing and Mark Steffka, co-chair for the EMC 2008 Technical Program. This event was held to promote EMC 2008 to the considerable automotive companies in the southeastern states as well as potentially start a new EMC Chapter in the Greenville area. Approximately 70 people attended the event. The level of participating exhibitors was higher than expected. Unfortunately, expenses for this event were much higher than expected, as the event could not be held as originally planned in the Clemson University ICAR auditorium. The auditorium was not completed in time so tables and chairs had to be rented for the new location within the CU-ICAR and catering needed to be brought in. The estimated net surplus to the EMC-S is \$8,000.

Regarding Region 8, Frank Sabath reported on the following EMC conferences:

2008		
Conference Location	Dates	EMC-S Approval
12th IEEE International Symposium on Consumer Electronics, Algrave, Portugal	April 14-16, 2008	The organizing committee has submitted an application for Technical Co-Sponsorship. Request referred to the TAC for recommendations
EMC Wroclaw, 19th International Wroclaw Symposium and Exhibition on EMC, Wroclaw, Poland	June 11-13, 2008	Previous conferences Co-Sponsored I have not see the application, but organizer shows technical co-sponsorship on web page by Polish EMC Chapter
EuroEM 2008, EuroElectromagnetics Conference Lausanne, Switzerland	July 21-25, 2008	The organizing committee has submitted an application for Technical Co-Sponsorship in August 2007. Previous conferences Co-Sponsored Request referred to the TAC for recommendations
EMC Europe 2008 Hamburg, Germany	September 8-12, 2008	Technical Co-Sponsorship approved; MOU signed The local organizing committee has invited EMC-S TCs to organize sessions and workshops.
Symposium on EMC: Environmental and Safety Aspects in conjunction with SoftCOM 2008, Split, Croatia	September 25-27, 2008	The organizing committee has submitted an application for Technical Co-Sponsorship. Previous conferences were not Co-Sponsored. Request referred to the TAC for recommendations. Although this event takes place two weeks after EMC Europe 2008, I do not see a conflict in co-sponsoring both events. The co-sponsorship will support the Croatia EMC Chapter.
EMC UK, EMC Exhibition & Conference Newbury, UK	October 14-15, 2008	I have not see the application, but organizer shows technical co-sponsorship on web page.
2009		
Conference Location	Dates	EMC-S Approval
20th International Zurich Symposium on Electromagnetic Compatibility Zurich, Switzerland	January 12-16, 2009	Previous conferences Co-Sponsored. I have not see the application, but organizer show technical co-sponsorship on web page.
VIII International Symposium on Electromagnetic Compatibility and Electromagnetic Ecology St. Petersburg, Russia		Previous conferences Co-Sponsored. I have contacted the organizer to help with the application for technical co-sponsorship

Regarding Region 9, Janet O'Neil reported that there are preliminary plans for a tabletop show in 2008. Also, a few names have been proposed of two EMC members in the area to become the Region 9 liaison to the Board, including Roxana Saint-Nom who is the director of Electrical Engineering at the Technological Institute of Buenos Aires (ITBA), a private University. The ITBA also runs the Argentine Institute of RF and EMC; Roxana is one person short of establishing an EMC Chapter in Buenos Aires, Argentina. Ms. O'Neil is investigating holding a tabletop show in Buenos Aires and in Sao Paulo in 2008. The Sao Paulo group has requested an IEEE event. It would be good to time these events together to capture both markets.

SYMPOSIA FINANCE (CHAIR: BOB HOFMANN)

Mr. Hofmann reported that revised spreadsheets have been sent out to the affected symposium Treasurers and Chairs.

SITE SELECTION (CHAIR: DARRYL RAY)

Darryl Ray reported that Pittsburgh, PA has been approved by the Board to host IEEE EMC 2012. He is working with the Denver team as a possible host for the 2013 Symposium. A possible problem is the Denver Convention Center will not book an event until three years out. One or more additional sites will be contacted to see if there is an interest in hosting EMC 2013. The Symposium Site Selection Application Form has been revised. The main changes involve streamlining and addressing conferences services and committee symposium planning experiences.

SYMPOSIUM PUBLICITY (CHAIR: JIM BLAHA)

Mr. Walen advised there was no report from Mr. Blaha.

TAC LIAISON (CHAIR: BRUCE ARCHAMBEAULT)

Dr. Archambeault's evaluation of the paper review process will be provided in the Technical Services report. A draft of the Technical Program Guidance document was sent out to a limited audience for review and comment.

GLOBAL EMC SYMPOSIA CO-SPONSORSHIP (CHAIR: GRAHAM KILSHAW)

Since October 2007, Mr. Kilshaw reports the Society has received eight new TCS applications from the following: Asia Pacific MTT EMC 2008, Malaysia; ISCE 2008, Portugal (since withdrawn); SoftCOM 2008, Croatia; Asia Pacific Microwave Conference, Hong Kong; Wireless Systems, CAC 2008, Sichuan, China; INCEMIC 2008, India; CEEM 2009, Xi'an China; and EMC Zurich 2009, Switzerland. The eight new conferences listed above, plus EUROEM 2008, Switzerland (submitted 6/18/07) and Antennas, Propagation, EMC in Bangkok (submitted 1/31/07) are still awaiting approval/denial of TCS sponsorship. Mr. Kilshaw's report summarizes the conferences currently submitted and awaiting TAC decision on Technical Co-Sponsorship.

CONFERENCE GROUP WEB PAGE DEVELOPMENT

Mr. Wallen advised a Conference Group Web Page has been initiated. The list of web pages under development related to conferences is noted in his report.

8.0 TECHNICAL SERVICES

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

TECHNICAL ACTIVITIES COMMITTEE (TAC)

TAC Chair Bob Scully reported that 198 papers were submitted for EMC 2008, with 121 being accepted. The initial acceptance letters have been sent out. There will be 4-5 parallel sessions. Bruce Archambeault reported on the symposium technical guidance document. TAC representatives involved in this project included Bob Scully, Don Heirman, Derick Skouby, and Mark Steffka, while many others provided input. The committee's goal is to develop a set of guidelines that will allow each year's symposium Technical Program Committee (TPC) to understand their roles

and responsibilities. This will provide some consistency from year to year while allowing the local committees to impart their “local flavor” to the program. The report on this activity provides flow chart details on the technical paper review process, workshop/tutorial acceptance process, and special/invited session acceptance process.

REPRESENTATIVE ADVISORY COMMITTEE (RAC)

Fred Heather presented information on a proposed membership expansion for RAC to include Government EMC/Spectrum Authorities from the US, Europe, Asia, South America, and other countries. The committee would also like to outreach to additional professional organizations in the UK, India, and France, especially, in addition to other countries.

EDUCATION AND STUDENT ACTIVITIES COMMITTEE (ESAC)

The current officers include Chair: Bob Nelson (r.m.nelson@ieee.org), Vice-Chair: Randy Jost (r.jost@ieee.org) and Secretary: Larry Cohen (lawrence.cohen@nrl.navy.mil). The subcommittee chairs include: NARTE: Jim Whalen (jjw@eng.buffalo.edu), Experiments Manual: Ed Wheeler (e.wheeler@ieee.org), Hardware/Software Demonstrations: Andy Drozd (a.l.drozd@ieee.org), Fundamentals Tutorial: Daryl Beetner (daryl@umr.edu), University Grant Committee: Tom Jerse (jerset@citadel.edu), Student Paper Contest: Jim Whalen (jjw@eng.buffalo.edu) and Aziz Inan (ainan@up.edu), Student Design Contest: Harold Rudnick (harold.rudnick@ieee.org), Faculty Workshop: Ed Wheeler (wheeler@rose-hulman.edu). Continuing its long-standing tradition, the ESAC Fundamentals Tutorials committee intends to provide a day-long set of tutorials during the 2008 IEEE EMC Symposium. For the Fundamentals Tutorial, Daryl Beetner is planning a day-long set of tutorials (EMC Refresher Course) with proposed topics/speakers: PCB Design – Speaker contacted (awaiting confirmation), The Path of Least Impedance – Elya Joffe, Partial Inductance – Clayton Paul, and Automotive EMC – Todd Hubing. On the University Grant, Tom Jerse reports three grant requests have been received, including Embry Riddle Aeronautical University (Florida), the University of Split (Croatia) and the University of Waterloo (Canada). The University of Waterloo was approved and Professor Ramahi will be in Detroit to accept the award. Harold Rudnick reports that 22 requests for Student Design Kits were received. The completed kits are due April 30 with the announcement of the winner made on May 15. Jim Whalen and Aziz Anan reported all is going well with the Student Paper Contest. Additional referees were recruited this year. On the Faculty Workshop, Ed Wheeler noted the committee is working on creating an online archive of EMC learning resources to include educational material for use in the EMC community. The committee proposed holding an informal meeting during the Detroit symposium. Lastly, the committee is working on a proposed joint Standards/ESAC workshop in Detroit, which would address crafting EMC standards with the intent of acquainting members of the international EMC community.

9.0 MEMBER SERVICES REPORT

Dave Staggs presented the report on Membership Service. (See VP Member Services Report.)

AWARDS

Bruce Archambeault presented the report on Awards. For the 2008 awards, he noted that the initial e-mail blast soliciting awards was sent out in early January with a second e-mail blast sent out in early March. A few nominations have already been received. The Awards Committee includes Colin Brench, Lee Hill, Bob Scully, and Dan Hoolihan.

Dr. Archambeault presented information on a new special service to the EMC Society award. After discussion, **Dr. Archambeault moved to approve a new “Special Service to the EMC Society Award.” The motion was seconded and approved.**

Dr. Archambeault presented information on a new, one time award to the founders of the Wroclaw EMC Symposium since this will be the last year of the Symposium. **Dr. Archambeault moved to approve a new special award for the “First EMC Symposium in Europe.” This would be issued to the EMC Wroclaw Symposium committee. The motion was seconded and approved. It was suggested that this one time award be issued via the EMC 2008 Symposium committee.**

CHAPTER ACTIVITIES

Chapter Activities Chair Francesca Maradei noted there are currently 67 Chapters, of which 32 are in Regions 1-6, three in Region 7, 18 in Region 8, three in Region 9, and 11 in Region 10. New Chapters include a joint AP/EMC/MTT Chapter in Hyderabad, India and a joint AP/EMC Chapter in Argentina. The Rock River Valley EMC Chapter held its inauguration on November 15, 2007. Regarding Chapters under construction, John Osburn initiated the revitalization of the Fort-Worth EMC Chapter, which was dissolved in 1965. Colin Brench will assist with this effort. The number of EMC-S members in the Ft. Worth Section is 21. While they have enough members for this Chapter, they do not have a Chapter Chair. Todd Robinson and Chet Summers continue efforts in the formation of a new Chapter in the Central Valley of California (San Joaquin Valley). Randy Jost has expressed interest to form the Salt Lake Chapter. There are currently six EMC-S members in the Utah Section, and they are considering the possibility to form a joint AP-MTT Chapter. Contacts have been established with the members of the Dayton IEEE Section. There are currently 10 EMC-S members in the Dayton Section, and they are considering the possibility of forming a joint EMC-PSE Chapter. Work continues in forming a Chapter in Vancouver/British Columbia, Canada. Approval is pending on the formation of an IEEE EMC Chapter in Mexico. In Asia, new Chapter activity is underway in Thailand, Bangalore, and Shanghai. The Angel Process and assignment list was reviewed. Ms. Maradei noted one \$600 Angel Fund was made since the last Board meeting. This came from the UK and Republic of Ireland Chapter. Planning continues for a 2008 Chapter Chair Retreat in Detroit, in conjunction with the 2008 IEEE International Symposium. The format will be a training session and luncheon. Ms. Maradei is also working with Frank Sabath to hold a Region 8 Chapter Retreat in Hamburg during EMC Europe 2008. If possible, a Region 10 retreat may also be scheduled in Singapore during the May Asia-Pacific EMC Conference.

FELLOW EVALUATIONS COMMITTEE

Bill Duff advised this would be his last year as Chair of this committee. He is seeking a replacement now to provide a smooth transition for 2008. The committee members include Ernie Freeman, Hugh Denny, Gerry Capraro, and Art Wall. They will evaluate candidates for 2009 from March 15-June 15, 2008.

FELLOW NOMINATION SUPPORT COMMITTEE (FNCS)

Todd Hubing has agreed to replace Heyno Garbe as chair of this committee. Recent work involved assisting a candidate with his nomination. After review of his accomplishments, his nomination was redirected from the EMC to the Communications Society. Jim Knighten is the most recent member nominated for IEEE Fellow.

MEMBERSHIP

Membership Chair, Colin Brench, reported that there were 56 new senior members in 2007. His report shows a pie chart with the breakdown by membership category of the 4,241 total members of the EMCS. His committee is addressing the GOLD program. A search of the SAMIEEE database shows 400+ GOLD members; only a few of these members have indicated an interest in EMC. The committee is also investigating ways to increase membership and simplify the process and method of signing up new members. A discussion was held on a possible EMCS workshop membership drive initiative. This was a pilot program initiated by the Oregon and SW Washington EMC Chapter. Henry Benitez, who was involved in this workshop, noted that the pricing of member versus non-member registration was a differential that provided IEEE and EMCS membership in the non-member fee (example, \$100 member/\$300 nonmember). The Board discussed various ways of implementing this program, especially in Region 9 where membership growth is slowly increasing and new Chapters have been recently formed.

REGION 8 MEMBERSHIP DEVELOPMENT

Frank Sabath has agreed to replace Elya Joffe as Region 8 Membership Coordinator. Mr. Sabath would like to hold a Region 8 Chapter Retreat in conjunction with EMC Europe 2008 in Hamburg. He is organizing having the EMCS membership booth at this conference (the exhibit space is complimentary) to recruit new members. His initial work on this committee will be to learn the BMS software tool that replaces SAMIEEE.

REGION 9 MEMBERSHIP DEVELOPMENT

Maria Alejandra Mora Riveros reported that there are currently 116 EMC-S members in Region 9 (both student and professional). The newest Chapter in Region 9 is the Argentina joint AP/EMC Chapter. A Venezuela Chapter is under construction. The report shows a bar chart of members in Region 9. The highest membership numbers are located in the South Brazil, Mexico, and Columbia Sections.

REGION 10 MEMBERSHIP DEVELOPMENT

Professor Takeo Yoshino presented a detailed report. This covers his activity with the new Chapter in India, status of efforts with the Australia Chapter, and the Thailand Chapter (he has been working with Dr. Werachet Khan-ngern – the Chapter Chair candidate). Professor Yoshino promotes a first year free membership in the EMC Society to all IEEE members in Region 10 via sign ups at the EMCS membership booth located at various conferences in Region 10. He reviewed the nine existing Chapters in Region 10, including Japan, Sendai, Seoul, Beijing, Nanjing, Malaysia, Singapore, Australia (Victoria), Hong Kong, and Taipei/Taiwan. The report included updated contact information for the chairs of each of these Chapters. Professor Yoshino concluded his report with an update on the 3rd Pan Pacific EMC Joint Meeting (PPEMC '08), May 15-16, 2008 in Tokyo, Japan and a discussion of copyright issues related CD-ROM publication of technical papers by IEEE and the IEICE. He noted that Professor Jun Fan of the Missouri Institute of Science and Technology, and EMC-S DL, would be a distinguished lecturer at the PPEMC '08 conference.

SURVEY

Fred Heather did not submit a report.

PHOTOGRAPHY

Ken Wyatt is the EMC-S photographer. He retired from Agilent on Jan 31, 2008 and continues to support the EMC Newsletter by providing photos and creating cover images. He may be contacted at: ken@emc-seminars.com.

DISTINGUISHED LECTURER (DL) PROGRAM

Jim Drewniak's report is included in the Membership Services VP report. He provided information on each DL, their speaking term and their assigned IEEE Regions. Jun Fan has agreed to manage the Video DL Program working with Dr. Drewniak. Dr. Fan has already contacted the MST staff and all is ready for the DLs to record their sessions or give live presentations to the Chapters. The trial period for this program is 2008.

CONSTITUTION, BYLAWS, & NOMINATIONS

Andy Drozd, Nominations Chair, presented the names for the BoD nominations committee. This includes two Board members and two non-Board members. **Mr. Drozd moved to approve the nominations committee slate of Bob Scully, Don Sweeney, Frank Sabath, and Gerald Capraro. The motion was seconded and approved.** Regarding the Constitution and Bylaws, Mr. Drozd noted that there is no current activity since the "must haves" work was approved under the consent agenda. The committee will look at future work on the financial policies.

FINANCIAL ASSISTANCE PROGRAM (FAP)

Bob Hofmann and his FAP Committee have documented and completed the process/procedure, application form and policy. This information is posted to the EMCS web site under "Financial Policy" and on the EMC 2008 symposium website under "Registration."

COMPLETED CAREERS

Bruce Archambeault, Bob Davis, Andy Drozd, Don Heirman, and Don Sweeney make up the committee tasked to develop and implement a plan to honor EMC-S members who have made contributions to the Society and have recently

passed away. Ideas include having a “completed careers” section in the EMC Newsletter, posters at the yearly awards luncheon with photos and names of the deceased, having a moment of silence during the President’s address at the luncheon, and sending a letter to the family of the deceased from the EMCS President. Dr. Archambeault will send an e-mail to the Chapter Chairs informing them about this new committee’s work and will prepare a short article for the Spring 2008 EMC Newsletter about the “Completed Careers” new section of the Newsletter.

PACE ACTIVITIES (POSITION NOW VACANT)

SISTER SOCIETIES (RANDY JOST)

No report was received from Randy Jost.

10.0 LONG RANGE PLANNING

Elya Joffe presented an outline of the brainstorming session scheduled for Saturday, March 15. Breakout groups will include:

- New Technology Directions/Standards
- Membership
- Communications
- Conferences

He asked that each group address the main topics of Globalization and Leadership Development across all discussion areas. He presented the Brainstorming Session Schedule, which will go from 9:00 am to noon.

11.0 OLD/UNFINISHED BUSINESS

IT Planning Committee: Fred Heather volunteered to chair the IT Planning Committee and have a plan for review at the May Board meeting. Barry Wallen and Ghery Pettit volunteered to be members of this committee. This work addresses the Board’s many IT needs including website maintenance for the BoD and the Standards Committees, Webinars, the FTP site, video storage (DL talks, etc.), reliance on the IEEE server, etc.

TAB Roster: President Joffe reviewed the list of open positions and solicited anyone interested to contact him.

iNARTE: Kimball Williams advised that iNARTE would like to create new questions that are tailored to specific disciplines. For example, they would like to add automotive EMC questions to the iNARTE exam. iNARTE is also looking at having renewal exams or the requirement of CEUs in order for members to retain their certification.

Officer and BoD Job Descriptions: Andy Drozd noted that he has updated this document as much as he can. He intends to send this to all Board members for review and comment. Andy Drozd volunteered to take on this work and transition from Mr. Williams.

Disposition of Applied MicroImage: Andy Drozd noted that he’s been contacted by this company who stores the “40 Years for \$40” CDs. The company would like to distribute all CDs from their storage facility and terminate their arrangement with the EMCS. The boxes will be shipped to the VPs to distribute as they would like. Mr. Joffe asked that one or two boxes be sent to the INCEMIC conference in India for distribution.

Submission of Nominations Package for Al Ruehli: President Joffe noted that a nomination packet for the EM Award was made for candidate Al Ruehli.

12.0 NEW BUSINESS

Future Board Meeting Dates/Discussion: President Joffe presented the Board meeting schedule for 2008 as follows:

- May 30-31, 2008 – Salt Lake City, UT

- August 17 and 21, 2008 – Detroit, MI (Symposium)
- November 19-21, 2008 – Long Beach, CA

He proposed the 2009 Meeting Schedule, as follows, and solicited input from the Board members before these dates/locations are confirmed:

- March 2009 – Mexico City, Mexico
- May 2009 – Philadelphia or Pittsburgh, PA (?)
- August 2009 – Austin (Symposium)
- November 2009 – San Francisco, San Jose or Santa Clara, CA or Phoenix, AZ (?)

Technology Management Council: Fred Heather gave a presentation on the new Technology Management Council. After much discussion, **Mr. Heather moved that the EMC Society become a member of the Technology Management Council. The motion was seconded. Dan Hoolihan moved to table the motion until more information on the benefits of joining could be provided and TC-1 was contacted to confirm their position for joining. The motion to table was seconded and approved.**

Biometrics Council: Fred Heather presented information on the Biometrics Council. The Board agreed with Mr. Heather’s recommendation that the EMC-S not join this council since the scope of work and area of interest are not closely aligned with the EMC-S.

\$10K High School EMC Grant: Andy Drozd presented a report on the need to expand the EMCS grant program from universities and colleges to high school grades. **Mr. Drozd moved that the EMCS implement a pilot program through ESAC valued up to \$10K total to award at least one (1) EMC grant up to an amount of \$10K to at least one (1) secondary school local to any of our EMC Chapters. The motion was seconded and approved.**

IEEE 125th Anniversary: Don Heirman announced that the IEEE would be celebrating its 125th Anniversary in 2009. The History Committee of the IEEE is actively working to commemorate this event. Mr. Heirman recommended the EMCS nominate a candidate for its Milestone program.

Terms of Office: Don Heirman talked about the grey areas of terms of office for IEEE standing committees. For example, very few people know when their term of office starts and stops. This was discussed during the Standards Committee meetings in Greenville. He reviewed the bylaws and what they say about standing committee and terms of office. He suggested that the bylaws be reviewed. Mr. Joffe requested that each VP send him the list of standing committees under each VP office. Then, the terms of office could be reviewed. Mr. Joffe asked that an ad hoc committee be formed to address this. Don Heirman volunteered to chair this committee. John Norgard, Barry Wallen, and Andy Drozd volunteered to be members of this committee.

13.0 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.

14.0 ADJOURNMENT

There being no further business, the meeting adjourned at 4:45 pm.

Submitted by:

Janet O’Neil
Secretary, EMC Society Board of Directors

