

APPROVED MINUTES
OF THE IEEE EMC SOCIETY
BOARD OF DIRECTORS MEETING

May 31, 2008
The Little America Hotel
Salt Lake City, Utah

MEMBERS PRESENT (18)

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

MEMBERS ABSENT (6)

R. Goldblum
D. Heirman
D. Hoolihan
W. Kesselman
F. Maradei
R. Scully

GUESTS (1)

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). Available via speakerphone were Warren Kesselman, Don Heirman, and Bob Scully. President Joffe relayed his thanks to Randy Jost and the local Utah Section Chair, Randall Redondo, for their hospitality during the outreach event on Thursday night. He thanked Bruce Archambeault for giving an excellent presentation. Regarding the TAB meeting, the major discussion involved the Technology Roadmap Initiative. On outreach efforts, Mr. Joffe thanked Takeo Yoshino for his excellent work in recruiting 10 new members at the APEMC 2008 recent symposium in Singapore. Globally, next month is the last Wroclaw EMC symposium. John Norgard, Kimball Williams and Elya Joffe will attend and represent the Board in Poland. Mr. Wallen will review additional global outreach activities in his report. Mr. Joffe noted the chapter outreach activity planned for Colombia, Argentina, and Korea/Australia. Finally, he advised he would attend the IEEE Sections Congress in September with Dave Staggs. On the Excom meeting, Mr. Joffe noted that the agenda was discussed and fine tuned for today's meeting.

Mr. Joffe then presented the agenda and noted the items shown under the consent agenda. (See Agenda dated May 31, 2008.) The consent agenda includes: Approval of the May 2008 meeting agenda; approval of the final budget for EMC 2008 and the interim budget for EMC 2009, approval of the revised (May 27, 2008) March Board meeting minutes, approval of the Treasurer's report, approval of the EMC awards (certificate of appreciation, certificate of recognition, and certificate of acknowledgement). **Mark Montrose moved to approve the consent agenda as presented. The motion was seconded and approved.** Don Sweeney abstained from voting. The approved March 2008 Board minutes will be posted to the EMC Society website.

2.0 JOHN OSBURN TRIBUTE

Ghery Pettit presented a tribute to John Osburn who passed away recently. (See Osburn presentation.) Mr. Pettit worked with John at two companies starting at Martin Marietta in Colorado. Dave Staggs spoke about his experiences with John on the 1997 IEEE International Symposium on EMC, his technical contributions that resulted in receipt of the Fellow Award, and his various EMC engineering positions at companies in Austin. Fred Heather relayed his memories of John and his contributions to many military projects.

3.0 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 SDCom met on May 30 with 16 people present. Mr. Heirman noted that the EMC Society is very active in Standards with a high ratio of standards to members. The SDCom reviewed the status of various standards projects and interactions with IEC/CISPR. An update on the active standards follows: Field Disturbance Sensors (Std. 475): Standard expires in 2011. There is interest in extending the frequency range below 300 MHz. SDCom is working on identifying stakeholders and a WG to amend it. RF absorber evaluation (Std. 1128): Current until 2011. There is interest in extending this standard above 5 GHz. SDCom is identifying stakeholders and a WG to amend the standard. VDT emissions (Std. 1140): Current until 2011. SDCom consensus is that the standard should be allowed to retire. An ad-hoc group is looking at the standard to see if its LF near-field measurement techniques could be of interest to stakeholders using that frequency range. Gasket character (Std. 1302): Standard passed ballot with 100% affirmative ballot, with comments. SDCom will monitor the resolution of comments. Probe calibration (Std. 1309 amd): New WG chair organizing WG. A letter to SC77B to establish a Category D liaison was sent to SC77. RF filter performance (P1560): Current until 2010. No issues at this time. Computational EM (P1597.1): Issues with the document not matching the PAR delayed its going to ballot. Mr. Drozd will submit revisions to PAR by the end of next week. Computational EM (P1597.2): Issues with the document not matching the PAR delayed its going to ballot. Mr. Drozd will submit revisions to PAR by the end of next week. Intentional EMI to computers (1642): Ballot delayed. PAR

extended to 2011; SDCCom wants to see draft. Line replaceable module (P1688): Draft 80% stable. First draft delayed until August meeting. SDCCom raised issues with the standard's methodology, but the WG Chair explained how the standard would justify its test methods. P1900 (Interference/Coexistence-SDR): SCC-41 now approved, ending SDCCom oversight. SDCCom still interested in following SCC-41 development so will continue to receive reports on the SCC-41 standards. P1775 (Powerline Communications Equipment EMC Testing): Joint sponsor committee of 12 had deemed standard not ready for ballot. WG has nearly completed work on revisions. Next meeting will be in June. SDCCom raised concerns about the process used to oversee WG and to determine that standard is ready for ballot.

Mr. Heirman noted standard 473 is very important, as there is no equivalent standard in the international arena. Elya Joffe has agreed to resume work on this standard so work may be completed by the end of this year.

Related to general 2008 Standards activity, they will hold an election of officers before the August meeting. This will define the officer term limits. The Standards committee discussed long range planning to make sure the Board's long range planning (LRP) items for Standards continue to be addressed by the committee. The SACCom report is separate.

The Standards committees will continue to meet the day before the Board meeting.

Next, the Board held a general discussion on the EMC 2008 symposium paper review software to accommodate the schedules of Don Heirman and Bob Scully. (See the TAC Report.) Related to the 2008 Detroit Symposium, the total technical paper count is 165, of which 143 are regular papers and 22 are special session papers. Regarding the "Symposium Technical Guidance Document," the draft document was sent to a selected few Board Vice-Presidents on 5 March for comment. Barry Wallen made one correction, but no other comments were received since that time. The committee is ready to proceed to the next step to complete the document for final board review. On the symposium paper review system, comments to date are mostly good; however, there were some less-than-ideal experiences. The response time from the MTTs software support personnel was very quick. There were a few problems with the second round of reviews, which were corrected. Overall, the training/documentation needs to be improved. The database dump capability was very useful. An issue with SPAM filters and some authors' not receiving notifications needs to be addressed.

The Board decided to conduct an electronic survey of reviewers, TC chairs, authors, etc. about the paper review software used for EMC 2008. Ghery Pettit will manage the survey as VP of Communications. A report will be made at the August Board meeting.

4.0 FINANCE COMMITTEE REPORT

In the absence of Treasurer Warren Kesselman, Andy Drozd presented his report. (A copy of the report was e-mailed to all Board members prior to the meeting.)

IEEE's 2007 Post-Closing Pre-Audit financials indicate that EMCS's 2007 operations ended with a net deficit of \$86,900. A Cost Center Summary table was presented. The largest Cost Center variance between actual and budget is the Conference net (\$299.9k budget/\$126.1k actual). Committee expenses were summarized. The overall Committee expenses were slightly over budget. The Post-Audit financials will probably be available in July. Regarding 2008 Operations, the latest available 2008 IEEE financials are for the period ending 31 March. Operations were about "normal" at that point with a surplus of \$132k. A 2008 first quarter finance summary and year-end forecast table were presented. On 2009 budget development, EMC's 2009 First-Pass budget revision has been submitted to IEEE. It was based on the motions passed at the March Board meeting. It is net negative (-\$35.8k) essentially due to two Education Committee new initiatives ("IEEE Expert Now" @ \$20k and "Secondary School Program" @ \$10k). This deficit budget falls within IEEE's 3% use of reserves policy. TAB will now review all Society/Council first-pass budgets and provide "Second-Pass Budget" guidance following its June meeting series. Minor Committee budget adjustments may be made at that time, but no changes may be made to the membership fee (\$30.00), Transactions page/issue budget (1,116 pages/4 issues), Transactions print copy fee (\$20.00) or Non-Member list price (\$400.00). The Member fee includes the print copy of the Newsletter and electronic access to the Transactions and the Conference Digital Library.

5.0 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. The Awards Committee includes Colin Brench, Lee Hill, Bob Scully, and Dan Hoolihan.

Bruce Archambeault moved to have closed ballots for all awards. The motion was seconded and approved.

Regarding the President's Memorial Award, the candidates were presented. As a result of the ballot vote, Al Smith was selected as the candidate.

The nominees for the student to be recognized during the President's Memorial Award were presented. As a result of the ballot vote, Mosin Mondal (University of Washington) was selected as the candidate.

Regarding the Richard R. Stoddart Award, the nominees were presented. As a result of the ballot vote, Chris Holloway was selected as the candidate.

Regarding the Laurence G. Cumming Award, the nominees were presented. As a result of the ballot vote, Takeo Yoshino was selected as the candidate.

Regarding the Honorary Life Member Award, the candidates were presented. Mr. Archambeault reminded everyone that the Board approved all Founders of the EMC Society receiving this award as well. As a result of the ballot vote, John Norgard, Andy Drozd, and Haruyoshi Nagasawa will receive the Honorary Life Member Award.

The Fellow Awards for 2008 have been selected, but Mr. Archambeault has not received this information to date. He will relay this information to the Board once he receives it from IEEE.

The nominees for Technical Achievement Award were presented. With a show of hands, the Board approved David Pommerenke receiving this award.

On the Sustained Service to the EMC Society Award, the nominees were presented. With a show of hands, the Board voted to approve Scott Lytle as recipient of this award. Mr. Archambeault moved to not approve Mark Frankfurth for this award, but move him to receive a certificate of appreciation. The motion was seconded and approved.

Regarding the Special Service to the EMC Society Award, the nominees were presented. Mr. Archambeault moved to approve Dan Hoolihan as the recipient of this award. The motion was seconded and approved. Mr. Archambeault moved to approve Flavio Canavero as the recipient of this award. The motion was seconded and approved.

Mr. Pettit moved that the Board reconsider later in the meeting the vote for Don Gilliland to receive the Technical Achievement Award. The motion was seconded. It was noted that Mr. Pettit originally voted negatively on the motion. The motion was approved. Don Sweeney voted against the motion. Dick Ford abstained from voting.

CHAPTER ACTIVITIES

In the absence of Francesca Maradei, Mr. Staggs presented her report. Chapter awards this year include the Croatia Chapter for the 2007 Chapter of the Year award. The Hong Kong Chapter is the most improved and the Chapter founder awards will be presented to Bob Scully (Galveston Bay/Houston EMC), Andre Pavas (Colombia), Jamal Shafii (Rock River Valley) and Madhumita Chakravarti (Hyderabad-India). Regarding Chapter Retreats, there will be one in Region 8 in conjunction with EMC Europe 2008 on September 10 and there will be one during the EMC 2008 symposium in Detroit – on Tuesday, August 19 from 9:00 AM – 1:45 PM (lunch included).

CONSTITUTION, BYLAWS, & NOMINATIONS

Andy Drozd reported that the Nominating Committee was reconstituted at the March 2008 BoD meeting in Greenville, SC. A call for nominations for the BoD was published in the first Newsletter of the calendar year. On April 15, a notice for the solicitation of nominations for membership as a Director-at-Large on the Board of Directors was sent to existing BoD members and Chapter Chairs. May 30 was the deadline to submit nominating petitions. On July 15, Mr. Drozd is due to send to IEEE headquarters the slate of at least nine nominees for election to the six offices to be filled on the BoD. The Nominations Committee consists of Chair Andy Drozd, EMCS BoD Members Don Sweeney and Bob Scully, and Non-BoD EMCS Members Frank Sabath and Gerard Capraro. **Mr. Drozd moved to approve the following provisional slate of candidates for the 2008 EMC Society elections for Director-at-Large positions for a three-year term starting January 1, 2009: Henry Benitez (current Board Member, Region 6), Larry Cohen (past EMCS Board Member, Region 3), Oscar Fallah (Region 6), Dick Ford (current Board Member, past Society Treasurer, Region 3), Erping Li (EMCS Distinguished Lecturer, Region 10), Don Heirman (current VP Standards Services, Region 1), Andrew Marvin (UK, Region 8), John Norgard (current VP of Technical Services, Region 5), Ghery Pettit (current VP of Communications Services, Region 6), Carlos Sartori (past appointed EMCS Board Member, Region 9 Brazil), Werner Schaefer (Region 6), Barry Wallen (current VP of Conferences, Region 3), Kimball Williams (Past President, Region 4) and Tzong-Lin Wu (Taiwan, Region 10). The motion was seconded and approved.**

Mr. Drozd noted that officer elections would take place this November. He would like to receive information from the current officers if they are interested in running again and if they have term limits to address. Anyone interested in running for an officer position was asked to contact him.

MEMBERSHIP

Membership Chair, Colin Brench, reported that IEEE membership in general is up by 5%, while Society membership is down. Total EMC Society membership is currently 3919, with 2293 new members in the last decade and 1627 members from all previous years. The EMC Society had 14 new senior members this calendar year.

For the EMC Society, most members only stay involved for 2-3 years. He recommends working on retaining members. Don Sweeney advised that the cost of IEEE membership is actually lower for Europeans since the US dollar is so weak compared to the Euro. Dick Ford noted that often IEEE does not report adequately on members who renew.

Henry Benitez spoke about the EMCS workshop membership drive initiative. He noted that the pricing of member versus non-member registration was a differential that provided IEEE and EMCS membership in the non-member fee (for example, \$100 member/\$300 nonmember). Mr. Benitez's report discussed various ways of implementing this program.

FELLOW NOMINATION AND SUPPORT COMMITTEE (FNCS)

Chair Todd Hubing advised there is no significant activity to report for the Fellow Search Committee since the last Board meeting as the majority of Fellow Nominations is made between the August symposium and the March nomination deadline. Mr. Hubing is ready to help match candidates with nominators and references as new candidates are identified.

FELLOW EVALUATION COMMITTEE

Chair Bill Duff reports that this year there are five Fellow candidates that are being evaluated by the EMC Society Fellow Evaluation Committee. The evaluations must be submitted to the IEEE Fellow Committee by June 16, 2008. Based on his experience, he expects to have two or three of the EMC candidates elected to the grade of Fellow. The other members of the EMC Fellow Evaluation Committee are Gerry Capraro, Hugh Denny, Ernie Freeman, and Art Wall. This will be Bill Duff's last year as Chairman of the Fellow Evaluation Committee. He is happy to work with the new chair to ensure a smooth transition. Anyone interested in chairing this committee next year is encouraged to contact Mr. Staggs.

REGION 8 MEMBERSHIP DEVELOPMENT

Frank Sabath has identified several areas within Region 8 that have more than 100 EMC members; thus, they are potential areas for starting a new chapter. He will explore initiating this new activity.

REGION 9 MEMBERSHIP DEVELOPMENT

Chair Maria Alejandra Mora Riveros provided a detailed summary of the activity in the VP Membership Services report. Since the last Board meeting, the EMC Society in Region 9 continues to hold the highest memberships in South Brazil, Mexico, and Colombia. Argentina and Venezuela have had also an important membership number (13 and 8 members, respectively). Recently, Argentina created a joint EMC/AP Chapter. Mexico has the number of members required to create its new chapter (12 members). Efforts will be directed towards creating this new chapter as soon as possible, as well as expanding the EMC membership in the region. The Venezuela section has lost four members. Efforts are being directed to the creation of an EMC chapter. A future technical meeting with the participation of the Argentina, Colombia, and Brazil chapters is proposed. The participation in this meeting will also be extended to Mexico and Venezuela. The idea is to exchange different points of view regarding EMC development in each Region. Ideally this will be held at the end of the year 2008 or at the beginning of year 2009, according to the availability of the EMC Board of Directors who will be solicited as speakers.

REGION 10 MEMBERSHIP DEVELOPMENT

Professor Takeo Yoshino presented a detailed report on activity during the Asia Pacific EMC week in Singapore, May 2008 at the Suntec Singapore International Convention & Exhibition Center. The EMC Society had a membership booth in the Suntec hall and promoted the 2008 IEEE International Symposium on EMC in Detroit. Professor Yoshino managed the booth and launched a campaign for new EMC Society Members in the Region 10 area especially. Ten new applicants for IEEE and EMC Society membership were received, including two from Singapore, four from Malaysia, three from Thailand, and one from Pakistan. Sixteen others took back the 2008 IEEE Membership Application Form to their home. Unfortunately, the material for the booth sent from IEEE was not EMC Society related, but APS and MTTS related. There was much interest in the Detroit symposium and all symposium brochures were taken.

SURVEY

Fred Heather did not submit a report.

PHOTOGRAPHY

Ken Wyatt is the EMCS photographer. He retired from Agilent on Jan 31, 2008 and continues to support the EMC Newsletter by providing photos and creating cover images. He will attend the 2008 EMC Symposium in Detroit.

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. The current DLs include: Dr. Erping Li, Dr. Jun Fan, Dr. Schlagenhauser, Dr. Tzong-Lin Wu, Dr. Stephan Frei, Dr. Alistair Duffy, and Dr. Eric Bogatin.

FINANCIAL ASSISTANCE PROGRAM (FAP)

Chair Bob Hofmann reports the "Financial Assistance Program" is up and running on the www.emcs.org web site. Also, the "Financial Assistance Program" is up and running under the registration button on the www.emc2008.org symposium web site. There was one application for financial assistance; however, in the opinion of the entire financial assistance committee, he was not qualified for this financial support. Therefore, there will be no financial assistance awards for the EMC 2008 symposium.

COMPLETED CAREERS

Bruce Archambeault noted that Bob Davis would be the new chair of the Completed Careers committee. Mr. Archambeault wrote an article for the Spring 2008 Newsletter about this new committee. Members of the committee include Andy Drozd, Don Heirman, and Don Sweeney. This new committee is tasked to implement a plan to honor EMCS members who have made contributions to the Society and have recently passed away.

PACE ACTIVITIES (POSITION NOW VACANT)

SISTER SOCIETIES (RANDY JOST)

Randy Jost reported on the Societies that make sense as potential sister societies. He will target APS first. Andy Drozd suggested that since we started this work with the MTT Society, that they be included on the short list. His report showed a group of societies that are impacted by EMC. The goal is to co-sponsor meetings and events with these “sister societies”, hold special sessions at annual symposia, write articles for magazines, etc. to expose the technologies inherent in the societies to each other.

5.0 COMMUNICATION SERVICES

Ghery Pettit, Vice-President for Communication Services, presented his report. (Reference VP Communications report.) Mr. Pettit noted that the position of the Public Relations Chair remains 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%.

NEWSLETTER

Janet O’Neil, Editor, reported on activity since the last Board meeting. The Spring 2008 issue is 88 pages and includes many of the standard articles as well as the new “Completed Careers” article by Bruce Archambeault announcing the Board’s intent to recognize deceased members. The South America EMC Chapter contributed material, as did the newly revitalized Philadelphia EMC Chapter, and the new Victoria (Australia) EMC Chapter. A full-page ad is included for the Region 8 Chapter Retreat in Hamburg. The Personality Profile features Jan Luiken ter Haseborg, Chair of EMC Europe 2008. Mark Steffka is the guest book reviewer (on a Bruce Archambeault book). The History article by Dan Hoolihan includes the fourth most referenced paper in the EMC Transactions in the first 50 years of the EMC Society – it is by Clayton Paul. The Standards article by Don Heirman includes an article on BPL by Ed Hare. There is a one-page tribute to John Osburn. There is also an announcement by Dave Staggs about the IEEE EMC Symposium papers being on line. The practical papers include “New Wall Modeling Method Substantially Reduces Time Required for Electromagnetic Simulation of Semi-Anechoic Chambers” by Gwenaël Dun and Paul Duxbury, and, as part of Professor Canavero’s new “Education Corner”, the paper “A Primer on Scattering Parameters, Part I: Definitions and Properties” by I.A. Maio. This issue also includes the annual listing of new Senior Members, as well as new EMC Society members. Lastly, the issue includes a review of the EMC Society’s first regional colloquium and exhibition at the new Clemson University International Center for Automotive Research (CU-ICAR). The cover image by Ken Wyatt relates to one of the practical papers and is very dramatic. Financially, the final numbers are not available on how much the Spring 2008 issue cost to lay out, print, and mail to the members, nor is the advertising revenue available. This will be available at the next Board meeting. Ms. O’Neil attended the IEEE Panel of Editors meeting on April 4-5, 2008 in Los Angeles. She also met with Peter Tuohy of IEEE Magazines and Periodicals on April 18 at IEEE Headquarters in Piscataway to discuss the several items raised at the March Board meeting, including how to implement a procedure for members to “opt out” of receiving the EMC Newsletter as a print copy and the cost for implementing the Qmags version of the EMC Newsletter per issue on line. This allows viewing the EMC Newsletter on line in the format similar to that shown for the IEEE Spectrum on line. It also addresses having a higher

quality version of the Newsletter on line, since we learned one PDF of the entire document would be such a large file that most members could/would not download it. Mr. Tuohy also recommended that the EMCS install a “hit counter” to track the number of visits to the EMC Newsletter on line and, if possible, to the specific articles in each issue to determine which articles are read the most (can impact ad revenue sales and placement), how often the Newsletter is accessed in general, etc. Ms. O’Neil worked with Perry Wilson, Editor of the IEEE Transactions on EMC, and Dave Staggs, Member Services VP, and sent an e-mail blast on May 9 to EMC Society members announcing the Winter 2008 Newsletter being available on the Society’s website, listing the table of contents for the May IEEE Transactions on EMC, and the IEEE EMC Symposium papers being on line with free access to members. Ms. O’Neil participated in the Newsletter Ad Hoc Task Force telecom on May 12 with Ghery Pettit, Dick Ford, Bob Goldblum, and Barry Wallen. She is working with Mark Montrose and IEEE to review the pros and cons of having the EMC Newsletter become a formal IEEE Magazine.

NEWSLETTER AD HOC COMMITTEE

Ghery Pettit, chair of this committee, reported the ad hoc committee met on May 12 via phone bridge to discuss ideas for the Newsletter. As part of the discussions it was felt that we needed more information on what Newsletter content is actually being viewed on the web site. As a follow-up to this, Ghery sent an e-mail to Shannon Archambeault asking that she add hit counters to the links off the Winter 2008 issue table of contents and to provide Janet and Ghery a way to review the numbers when desired. Ghery does not expect that this will be difficult to set up. The ad hoc committee determined that there were no real cost savings to be realized by implementing the “opt out” of members receiving a print copy of the Newsletter. Thus, the ad hoc committee did not recommend giving members the option to not receive a print copy of the Newsletter. A suggestion was raised about adding electronic issues of the Newsletter between the printed issues. The ad hoc committee agreed to survey the membership about the Newsletter. Dick Ford suggests that this survey be statistically based, rather than querying the entire Society membership. The ad hoc committee is reviewing the possibility of adding links to the papers listed in the on-line version of the EMC Abstracts (EMCABS). As long as these links go to locations open to anyone (the on-line Newsletter is not limited to EMCS members) this should not be an issue.

TRANSACTIONS

Mr. Pettit presented the report of Perry Wilson, Editor. As of May 14, 2008, 97 manuscripts have been submitted in 2008. This rate projects a total of 262 submissions for the full year, in line with last year. Thus, the submission rate has slowed somewhat from earlier in the year when the projection was 311. 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 has been trending up, nearly doubling since 2003; however, perhaps the submission rate will now level off somewhat.

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 | 20 |
| April | 13 | 14 | 16 | 17 | 20 | 18 |
| May | 19 | 20 | 14 | 20 | 31 | 8*** |
| 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 | 262(****) |

(*) 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 May 14, 2008
- (***) Projected at current rate

On Transactions production, both the November 2007 and February 2008 issues were mailed in their respective months, so we are on time in production. The May issue should be mailed shortly. The August issue is on schedule at present. There is currently no backlog of unpublished papers. The 2007 final page count was 976, very near to the 1000 page estimate. For 2008, a Special Issue on Aerospace EMC is planned with R. Perez and Jim Lukash as Guest Editors. Eleven invited papers have been accepted for the Special Issue. The Special Issue is scheduled for August of 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 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.

Dr. Wilson attended the 2008 IEEE panel of Editors Meeting, April 4-5, in Los Angeles. He again met at length with George Criscione who is the IEEE staff member responsible for production of the IEEE EMC Transactions. They discussed a number of issues related to journal production. Related to timeliness, everyone involved in IEEE journals would like to shorten the time from paper submission to the decision to publication. Rapid processing has to be balanced with demands on volunteer reviewers and editors, maintaining technical quality and accuracy, page limits, etc. The IEEE plans to introduce timeliness metrics and determine which publications are in and out of compliance. For those on the "watch list", the IEEE will then "support, cajole, threaten" these publications to get them into compliance. The IEEE feels this is necessary to keep their publications competitive with other publishers, on-line self-publishing, Wikipedia-like forums, etc. How well this approach will work with the volunteer contributors remains to be seen. Dr. Wilson closed his report noting many publications closely monitor their "impact" factor as determined by the number of downloads, the download half-life, etc.

HISTORY

Dan Hoolihan reported that he and a group of Washington, DC chapter volunteers moved approximately six file cabinets of information from Leonard Thomas's basement into storage boxes for storage in a temporary location. This activity took place the afternoon of May 27. He requested reimbursement for the storage boxes and the temporary location storage fees. He is inviting the EMCS Founders to Detroit for the Symposium. Mr. Hoolihan believes that the Symposium has \$10,000 budgeted for this effort. At the present time, he has preliminary commitments from four Founders (Burruano, Zimbalatti, Showers, and McNaul) to attend the symposium in Detroit.

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

Ray Perez, IEEE Press Chair, advised a 2008 royalty summary report would be available in August. Books in progress include Elya Joffe/Kai Sang Lock (Israel/Singapore)'s "*The Grounds for Grounding - Grounding from Circuits to Systems.*" The book is finished and will soon go into production. Regarding new books, Michel Mardiguian has submitted a proposal for a book on ESD. The proposal was reviewed and deemed to be very good. This information was sent to Cathy Faduska. Mr. Perez has tried to get an author for a book on EMC for wireless communications (with emphasis on EMC testing), but all contacts have fallen through. He will keep trying.

7.0 CONFERENCE SERVICES

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

Initial discussion involved the use of IEEE Conference Management Services (CMS) for EMC 2009 and beyond. Given their less than optimal performance at EMC 2006 and EMC 2007, together with their increase in fees to handle exhibits for the EMC Symposium, Mr. Wallen does not recommend contracting them in the near future.

Mr. Wallen moved to recommend accepting the IEEE MCM proposal as detailed in his report and imposing a five-year moratorium on including MCM on EMCS symposium RFQs. The motion was seconded and approved. Andy Drozd volunteered to help Mr. Wallen with pursuing the arbitration option within IEEE.

Mr. Wallen noted that there are problems with Tier 1 cities that are now reluctant to sign agreements with smaller conferences less than three years out. This is the problem with Denver. Yesterday, Mr. Wallen noted that he visited the Salt Palace, the Salt Lake City Convention Center, along with Janet O'Neil. This center is receptive to signing a contract for the EMC Society five years out. It is a good option then for a 2013 symposium location should a contract not be negotiable with the Denver Convention Center.

Mr. Wallen showed the list of global EMC conferences that have requested Technical Co-Sponsorship from the EMC Society, including EuroEM 2008 in Switzerland, July 2008; the International Conference on Wireless Systems (CAS 2008), Sichuan, September 2008; SoftCOM 2008 in Croatia, September 2008; INCEMIC 2008 in India, November 2008; and EMC Zurich 2009, Switzerland, in January 2009. **Mr. Wallen moved to approve EMCS Technical Co-Sponsorship for these conferences. The motion was seconded and approved.**

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

Final revenues are reported as \$964,269 with expenses reported as \$892,334 for a net of \$71,935. The audit is underway. The symposium books should be closed in 30 days.

EMC 2008 Detroit, MI (Chair: Kimball Williams)

The 2008 Symposium Committee continues to meet via teleconference once each month. Registration to date is higher than average for the symposium years 2001-2006. However, the exhibitor booths purchased is lower than average. The symposium is expecting a surplus of \$249,000, slightly less than the budgeted surplus of \$277,000. The technical program is strong with 143 technical papers and five special sessions totaling an additional 20 papers.

EMC 2009 Austin, TX (Chair: David Staggs)

Dave Staggs reports the committee is working closely with the new conference management firm Three Dimensions. The Call for Papers, Call for Workshops/Tutorials, Call for Experiments/Demonstrations and Call for Special/Invited Sessions promotional material is in process to be distributed in Detroit and publish in the EMC 2008 symposium proceedings CD. Work has started on the Exhibitor Package preparation for distribution at the 2008 symposium in Detroit. Mr. Staggs is working with Mr. Wallen to resolve the issue with IEEE and hotel commission at the Hilton Austin Hotel, since IEEE will no longer work on EMC 2009.

EMC 2010: Fort Lauderdale (Chair: Fred Heather)

Fred Heather advised there is nothing new to report since the last Board meeting in March.

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

Ray Adams advised there is nothing new to report since the last Board meeting in March.

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

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

EXHIBITOR LIAISON

Janet O'Neil is working on plans for the annual exhibitor breakfast and coordinating this with Mr. Wallen and the existing and future symposium chairs. She has invited Three Dimensions to attend the breakfast so the exhibitors can get to know the new company handling EMC 2009.

REGIONAL CONFERENCES

Regarding regional conferences in Regions 1-7, Janet O'Neil reported that the following tabletop shows were held since the last Board meeting. At the tabletop show on March 12 in Greenville, SC, some 70 people attended. This was the first time a tabletop show was held in South Carolina. There were six speakers and 17 companies purchased tabletop displays. Todd Hubing and Janet O'Neil were the principal organizers. The event yielded a surplus of some \$8,000 to the EMC Society – this was a Society organized event as there was no EMC Chapter in the area. The local IEEE Section supported the event, but did not assume any financial risk or surplus from the event. April 1 in Milwaukee featured speaker Mark Steffka with a sell out crowd of over 200 people in attendance and over 20 exhibiting companies. Jim Blaha was the principal organizer. April 29 in Huntsville with speaker Bruce Archambeault also had excellent attendance with some 230 people in attendance and 42 exhibiting companies. On May 8 in Detroit with speaker Doug Smith, there was a good turn out of 105 people and 28 exhibiting companies (tabletop space sold out). Scott Lytle was the principal organizer. On May 13 in Chicago, Frank Krozel organized this event with multiple speakers. Attendance was slightly over 100 people and there were 28 exhibitors. Fred Heather organized a small tabletop show on June in Maryland.

Regarding Region 8, Frank Sabath's report includes a listing of several EMC conferences coming up in 2008 and 2009, which are technically co-sponsored by the EMC Society.

Regarding Region 9, Janet O'Neil reported she is coordinating with Elya Joffe as part of the global outreach planning to have a technical event in Colombia, and possibly San Paulo and Buenos Aires.

Regarding Region 10, a search for a new Region 10 representative is underway.

SYMPOSIA FINANCE (CHAIR: BOB HOFMANN)

Mr. Hofmann advised that there has been no activity since the last report in March.

SYMPOSIUM PUBLICITY (CHAIR: JIM BLAHA)

No report this period.

SITE SELECTION (CHAIR: DARRYL RAY)

Darryl Ray reported that 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. Additional sites will be contacted to see if there is an interest in hosting EMC 2013, including Vancouver BC, Washington/Baltimore, Chicago, San Diego and Salt Lake City (a possible replacement for Denver with many of the same committee members from Denver staying on for Salt Lake City).

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)

Mr. Kilshaw reported that the following technical co-sponsorship applications are awaiting disposition by TAC: Asia Pacific MTT EMC 2008, Malaysia; SoftCOM 2008, Croatia; Wireless Systems, CAC 2008, Sichuan, China; INCEMIC

2008, India; CEEM 2009, Xi'an China; EMC Zurich 2009, Switzerland, EUROEM 2008, Switzerland (submitted 6/18/07); and Antennas, Propagation, EMC in Bangkok (submitted 1/31/07).

CONFERENCE GROUP WEB PAGE DEVELOPMENT

The development of a Conference Group Web Page has been initiated. Web pages will consist of several items, including home pages on the Conference Group Infrastructure, Conference Sponsorship, Calendar of Sponsored Events, Symposium Operations Manual, Symposium Budgeting Process, Historical Symposium Data, Conference Invitation Process, Call for Conference Host, and Conference Site Selection Questionnaire, among other topics.

8.0 TECHNICAL SERVICES

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

He discussed the IEEE Technology Management Council. The Technology Management Council (TMC) provides managers, aspiring managers, and those being managed with leading-edge resources to fulfill their career objectives. The TMC advances the profession of engineering, technology, and innovation management, and the careers of IEEE members and individuals in the profession. The Council focuses on the global audience of practitioners and researchers through its publications, conferences, educational products, and through its relationship with related organizations.

If the EMCS joins the council, the Society needs to fund spending \$5,000 to send a representative to the council meetings. **Dr. Norgard moved to approve the EMC Society joining the Technology Management Council. The motion was seconded and approved.**

Mr. Norgard commented on the IEEE Expert Now program. The EMCS has allocated \$20,000 towards this program. Randy Jost suggested using the Global University lectures and the annual fundamentals tutorial as potential material to include in this program.

TECHNICAL ACTIVITIES COMMITTEE (TAC)

Bruce Archambeault, TAC Vice-Chair, presented background information on the new paper review software used for the first time during the EMC 2008 symposium. Don Heirman noted that there were 20 mandatory change papers in TC-2, but with the round two revisions, 17 papers were ultimately accepted. The glitches in the software primarily dealt with the second round of reviews. These are being addressed. The most active TCs in terms of number of papers reviewed included TC-2 EMC Measurement (62 papers), TC-4 EMI Control (32 papers), TC-9 Computational EMC (32 papers), and TC-10 Signal Integrity (22 papers). The least active TCs were TC-6 Spectrum Management (0 papers), TC-7 Nonsinusoidal Fields (2 papers) and TC-11 Nanotechnology (3 papers).

REPRESENTATIVE ADVISORY COMMITTEE (RAC)

Fred Heather advised that the annual RAC/SACCom luncheon would be held in Detroit this year in conjunction with the symposium.

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), and 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: Inductance & Capacitance in System Design – Daryl Beetner, The Path of Least Impedance – Elya Joffe, Partial

Inductance – Clayton Paul, and Automotive EMC – Todd Hubing. On the University Grant, Tom Jerse reports there will be one award for \$5,000 and one award for \$10,000 at the Detroit Symposium. Harold Rudnick reports that 22 requests for Student Design Kits were received from nine universities. Of these, six were returned. Ed Wheeler and Andy Drozd are handling the experiments and demonstrations. Jim Whalen and Aziz Anan are reviewing the student papers submitted. Professor Whalen is also working with Brian Lawrence on the NARTE workshop and exam.

10.0 LONG RANGE PLANNING

Elya Joffe presented an update on the LRP. The “mega-issues” under each VP area were reviewed.

Related to the first item under “Communications,” Dick Ford advised that he has information related to having an EMC engineer on the NTSB. He will contact Doug Hughes on this and report back to the Board.

The next LRP meeting will be held during the November Board meeting.

11.0 OLD/UNFINISHED BUSINESS

The following items were discussed under old business:

Reconsideration of Award to Don Gilliland - Mark Montrose reiterated the highlights of Mr. Gilliland’s technical contributions. Dr. Archambeault moved to approve awarding the Technical Achievement Award to Don Gilliland. The motion was seconded and did not pass.

Report from IT Planning Committee – Fred Heather showed the charter for the IT Committee and a list of tasks that the committee can address providing as a service to the EMCS, such as symposium registration software, CD/DVD formatting to produce a technical document that is compatible with Xplore. President Joffe noted that the purpose of this committee is to improve the services provided by the EMCS and the make the Board more efficient.

Committee Vacancies/Appointments – President Joffe showed a list of the EMCS vacant positions, including the IT Planning Committee, Technology Management Council EMCS rep, PACE Coordinator for VP Membership, Public Relations Chair for VP Communications. There are also many vacant IEEE representative liaison positions on the RAC. Bruce Archambeault suggested that the Board candidates who are not elected be contacted to see if they would be interested in taking on one of these vacant committee positions. Randy Jost suggested there be a “help wanted” section to the EMCS website that shows the openings, what is required and who to contact for more information. Fred Heather noted that there were several people who completed the symposium surveys that indicated they would be interested in volunteering at the EMCS national level. Mr. Heather noted that Kimball Williams has all the surveys from EMC 2007 that he could check to develop a list of volunteers. Don Sweeney volunteered to create the list of potential volunteers from the surveys and circulate this to the Board.

Standing Committee Terms of Office – Don Heirman previously covered this in his report.

12.0 NEW BUSINESS

The following items were discussed under new business:

Wikipedia Page for EMCS - Mark Montrose talked about the page he created for the PSES. Mr. Joffe requested that Mark look into creating a page for the EMCS, working with Dan Hoolihan of the History Committee and Ghery Pettit, VP of Communications.

Spectrum Management – Dick Ford noted his concern that TC-6 on Spectrum Management did not submit any papers for EMC 2008. This is a critical topic in which the EMCS should be involved. WiMAX is using the balance of reserves in less hertz, giving rise to concerns about quality. Andy Drozd noted that DySPAN is an active conference group addressing this issue as well as the Communications Society and the Department of Defense. Mr. Ford noted that the EMCS should focus its efforts on spectrum engineering. Andy Drozd volunteered to chair the ad hoc committee to

address this topic and bringing it to the forefront of the EMC Society. Fred Heather and Elya Joffe volunteered to be members of this committee.

13.0 CLOSING REMARKS

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

- 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 19-21, 2009 – Tucson or Phoenix, AZ or Mexico City, Mexico
- May 22-23, 2009 – Philadelphia or Pittsburgh, PA
- August 16 and 20, 2009 – Austin (Symposium)
- November 18-20, 2009 – New Brunswick, NJ (TAB Meetings)

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