

APPROVED MINUTES
OF THE IEEE EMC SOCIETY
BOARD OF DIRECTORS MEETING

The Hilton Hotel
Austin, Texas
August 16, 2009

MEMBERS PRESENT (22)

H. Benitez
C. Brench
R. Davis
A. Drozd
R. Ford
R. Goldblum
F. Heather
D. Heirman
T. Hubing
E. Joffe
R. Jost
J. LaSalle
F. Maradei
J. Norgard
J. O'Neil
G. Pettit
W. Schaefer
R. Scully
D. Staggs
D. Sweeney
K. Williams
T. Yoshino

GUESTS (9)

B. Archambeault
P. Duxbury
B. Lawrence
K. Lawrence
D. Lewis
L. Matrinich
M. Montrose
W. Sommerville
Q. Yi

1.0 THE PRESIDENT'S OPENING REMARKS

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). He handed a new welcome letter/kit to Werner Schaefer, a newly elected Board member present. He reminded Board members of the material on the Board FTP site and asked that everyone remember to review this prior to the Board meetings (<ftp://ewh.ieee.org>).

Mr. Joffe reviewed the activity of the Excom meeting held the previous evening. The meeting addressed administrative points including the agenda review, motions to be presented, etc. All items discussed are included on the meeting agenda. He noted that there is a new EMC chapter in South Africa.

Under the IEEE TAB report, Mr. Joffe discussed the MOU policy for technically co-sponsored symposia. These must be submitted to IEEE HQ prior to approval and listing, even when there is no financial involvement.

2.0 CONSENT AGENDA MOTIONS

The agenda was presented for review. (See Final Agenda.) The consent agenda (see Consent Agenda) includes: Approval of the August 2009 meeting agenda, approval of the May 2009 Board meeting minutes, approval of the Treasurer's report, and approval of Technical Co-Sponsorship of EMC Europe 2010 in Wroclaw, Poland. The Treasurer's Report was removed from the consent agenda. **Ghery Pettit moved to approve the consent agenda as presented. The motion was seconded and approved.** The approved May 2009 Board minutes will be posted to the EMC Society website.

3.0 GLOBAL OUTREACH ACTIVITIES

Mr. Joffe gave a presentation on the outreach events at recent EMC conferences. (See Global Outreach.) This involved visits to EMC Chapters and IEEE Sections in Region 10, including Australia and St. Petersburg in June, Kyoto in July, and future visits to Hyderabad in September, and South Africa in October. Mr. Joffe visited Australia with Takeo Yoshino and together they gave several presentations. Mr. Joffe attended the St. Petersburg conference and was not happy with the way he was treated nor the violations made to the MOU the EMC-S negotiated with the conference organizing committee. He noted he will draft a letter with Ghery Pettit and Todd Hubing that expresses the Society's concern about the conference not honoring the terms of the MOU. Mr. Joffe noted that the Kyoto conference was excellent. Francesca Maradei, Todd Hubing, and Takeo Yoshino joined Mr. Joffe in Kyoto. Mr. Joffe will attend the September EMC chapter meeting in Hyderabad and the inaugural new chapter meeting in South Africa in October. A visit to Argentina is planned for 2010.

4.0 TREASURER'S REPORT

John LaSalle presented his report. (See Treasurer's Report.) Topics covered include the 2009 Operations Overview - Financial Position, 2009 IEMC-S Projection, and Travel Expense Status. Mr. LaSalle reviewed the 2010 2nd-Pass Budget Development, Miscellaneous Items [2008 Chapter of the Year (funds not received), the Disaster Relief Committee, and the 2008 IEMC-S Host Chapter Surplus Disbursement], and Newsletter Income Source(s). The latest available 2009 IEEE financials are for the period ending in July 2009. Operations are considered to be "normal" with a surplus of \$267.4k. The high surplus is due to early income associated with the symposium. The Society is tracking toward the budgeted \$27.7k net deficit.

Dick Ford moved to form an ad hoc committee to address a broad view look at EMC-S finances for the past 15 years. Progress reports will be made at each meeting with the final report given in 18 months (January

2011). The motion was seconded and approved. Members will include Dick Ford and John LaSalle. Mr. LaSalle suggested that Warren Kesselman be a member of the committee.

5.0 PRESIDENT-ELECT REPORT

Francesca Maradei presented her report (see President-elect Report) which included a review of the Kyoto conference and the 2009 EMC Europe Workshop on “Materials in EMC Applications” in Athens, Greece, 11-12 June. She also reviewed the schedule of meetings for 2010. Following is the schedule of meetings for 2010:

March 11-13, 2010

San Diego, CA (West Coast)

Thursday, March 11: Standards, ExCom, Chapter evening meeting

Friday, March 12: BoD meeting

Saturday, March 13 (morning): Strategic Planning (SP)

Main Objective: Chapter outreach visit

July 25 and 29, 2010

Fort Lauderdale, FL (East Coast)

Saturday, July 24: ExCom

Sunday, July 25: BoD meeting

Thursday, July 29: BoD dinner meeting

November, 12-14, 2010

Pittsburg, PA (Mid-East)

Friday, November 12: Standards, SP, ExCom, Chapter meeting

Saturday, November 13: BoD meeting (Officer Elections)

Sunday, November 14: BoD meeting

Main Objective: Chapter outreach visit

On outreach activities, Ms. Maradei discussed continuing her outreach efforts to the global EMC community and Chapters as President-elect and President.

6.0 GOLD REPORT

Will Sommerville reported on IEEE GOLD (Graduates of the Last Decade) activities. (See GOLD Presentation.) He profiled IEEE student membership and the decline in membership numbers. The goal of GOLD is to recruit young members, maintain the membership of young members, and develop future leaders. GOLD has 140+ local affinity groups around the world. His presentation showed that 76.0% of IEEE members renew each year and 46.9% of student members renew each year. IEEE Societies lost 14.2% of student membership last year. The EMC-S is better than the Society average with just a 3% drop last year.

7.0 PAST PRESIDENT AND FINANCE COMMITTEE REPORT

Past President Andy Drozd presented his report which included several motions. (See Constitution and Bylaws – C&BL.) Mr. Drozd reported on a new elections tool IEEE uses called “Vote Net”. The goal is to increase the number of ballots returned and accelerate deployment of the ballots. The projected savings in moving from a paper to electronic ballot are estimated to be \$1 per member. An option for paper ballots will be given to members.

Mr. Drozd moved to approve Motion #1: Policy to Allow for Both Paper and Online/Electronic Balloting During Annual BoD Election Cycle. (See Addendum A for text of Motion #1.) The motion was seconded and approved.

Mr. Drozd moved to approve Motion #2: Remove Term Limits for Secretary and Treasurer Positions. Dick Ford proposed amending the motion to remove the sentence about how the Secretary and Treasurer are elected since that is not related to the title of the motion. The motion as amended was seconded and approved. (See Addendum A for text of amended Motion #2.)

Mr. Drozd moved to approve Motion #3: Board Election Policy Reform. The motion was seconded. Dick Ford moved to table the motion until the November 2009 meeting, when the Board has seen the results of the new electronic voting process. Henry Benitez seconded the motion. The motion to table was seconded and approved. Andy Drozd abstained from voting.

Mr. Drozd moved to approve Motion #4: Approve Modifications to EMC-S Excom Operations and Openness of its Meetings. Dick Ford moved to table the motion until Thursday's Board meeting. The motion to table was seconded and approved.

Mr. Drozd moved to approve Motion #5: Protocol and Recording of Secret Ballots. The motion was seconded. The motion failed. Janet O'Neil, Werner Schaefer, and Andy Drozd abstained from voting.

Mr. Drozd moved to approve Motion #6: Secret E-Ballots. The motion was seconded. Ghery Pettit moved to table the motion until Thursday's Board meeting. The motion to table was seconded and approved.

8.0 STANDARDS SERVICES

John Norgard, Vice-President for Standards, presented his report. (See VP Standards 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, the Vice-Chairman is Professor Johan Catrysse and the Secretary is Jinliang He. On SACCom, Chair Erik Bergstrom and Secretary Dave Guzman have resigned from their respective positions. The SDCom chair is Andy Drozd, Colin Brench is Vice-Chairman and Ed Hare is Secretary.

Mr. Norgard moved to appoint Werner Schafer as SACCom Chair. The motion was seconded and approved. Fred Heather voted against the motion. Werner Schafer, Dick Ford, Don Sweeney, and John Norgard abstained from voting. Don Heirman advised he would support Mr Schaefer as Secretary.

Qiubo Yi reported on SETCom activities. This included information on the new EMC Standards booth, a first time effort for the Standards committee, articles written for the EMC Newsletter, the Standards Workshop to take place at the Symposium (co-chaired by Qiubo Yi and Johan Catrysse), and suggestions for improving the submittal process of large files for EMC symposium papers.

Mr. Norgard showed the schedule for the SDCom, RAC/SACCom luncheon, and SETCom meetings that will take place during the symposium week. He invited Board members to attend.

9.0 MEMBER SERVICES REPORT

Bob Davis, Vice-President for Member Services, presented his report. (See VP Member Services Report.)

Mr. Davis introduced Andy Drozd who spoke about the GOLD program. (See C&BL Motions - GOLD Report.) **Mr. Drozd moved to approve the Creation of a GOLD Representative Position on the BoD per the wording shown in his report. Mr. Sweeney moved to add that the per trip expense is not to exceed \$2,000. The motion as amended was seconded and approved. (See Addendum A for text of GOLD Motion.)**

Mr. Davis moved to approve the appointment of Andre Pavas as the GOLD representative to the Board. The motion was seconded and approved. Kimball Williams and Bob Goldblum abstained from voting.

MEMBERSHIP

Colin Brench noted that the current total for EMC Society membership is 3904 total members through July 9. No progress is reported from the IEEE regarding re-establishing the date members have joined the EMC Society. The membership booth will be on the symposium exhibit floor. Board members are encouraged to help staff the membership booth.

SURVEYS

Fred Heather reported a new membership survey has been developed for 2009 and will be distributed at the symposium.

AWARDS

Lee Hill reported on awards. All major award winners have been notified. Plaques and certificates have been ordered with IEEE. Final proofing is in process. The brother of Fred Haber (President's Memorial Award) will attend the Symposium. Regarding near term planning, the Awards Committee will notify the Baker Award contact person Perry Wilson and confirm that a motion for the EMC-S to provide co-sponsorship without monetary support was passed at the May EMC-S Board meeting. The Awards Committee will provide a recommendation for the November Board meeting on the proposed Honorary EMC Society Life Membership Award.

COMPLETED CAREERS

Bob Davis reported on the "Completed Careers" committee activity. Don Heirman is the new Chair with committee members including Bruce Archambeault, Andy Drozd, Bob Davis, and Don Sweeney. The committee will honor those individuals that have passed away since the August 2008 symposium at this year's Austin symposium (with the memorial posters and a moment of silence). Articles have been placed on a regular basis in the EMC Newsletter. The committee will provide letters of condolences for those individuals that were honored in the EMC Newsletter. A copy of the Newsletter will be sent with the letter.

DISTINGUISHED LECTURER (DL) PROGRAM

Bruce Archambeault reported on the DL program. The DLs for 2009-2010 include Ji Chen, Sergui Radu, and Joungho Kim. The DLs for 2008-2009 include Eric Bogatin, Alistair Duffy, Stephan Frei, and Tzong-Lin Wu. The report includes detailed information on the number of DL presentations in 2008 and 2009 (to date) as well as financial information. The new DL candidates for 2010-2011 were presented along with their respective letters of support and topics for presentations. **Mr. Archambeault moved to approve the appointment of Dr. Giulio Antonini of the University of L'Aquila, Mark Steffka of GM, and Dr. Omar Ramahi of the University of Waterloo as DLs for 2010-2011. The motion was seconded and approved.** Mr. Archambeault talked about the new "Respected Speakers Bureau". Twelve speakers have been invited as part of the initial group. Colin

Brench, Werner Schaefer, and Chris Holloway have accepted to date. The Respected Speakers Bureau will be announced at the Symposium.

FELLOW EVALUATION COMMITTEE

Todd Hubing reported that the EMC Society Fellow Evaluation Committee reviewed six Fellow Nomination Forms. The results of this review were forwarded to the IEEE Fellow Committee. Fellow selections will be reported after the November IEEE Board meeting.

REGION 8 MEMBERSHIP REPORT

Frank Sabath provided a detailed report for Region 8 that includes 1,235 active EMC members (93 arrears, 134 inactive, 5 resigned). There are 12 EMC Chapters, and five Joint/EMC Chapters in Region 8. A joint AP/MTT/EMC Chapter has been formed in South Africa. There are six sections with more than 12 active members, which do not currently have an EMC Chapter (Denmark, Greece, Iran, Nigeria, Romania, Serbia, and Montenegro). His committee will address the formation of new chapters in these areas.

REGION 9 MEMBERSHIP REPORT

No report was received from Maria Alejandra Mora.

REGION 10 MEMBERSHIP REPORT

Takeo Yoshino reported on Region 10 activity. He discussed his recent visit with Elya Joffe to Australia in June and to Kyoto, Japan in July. Upcoming events in Region 10 include the Electromagnetic Compatibility Symposium in Adelaide, Australia, September 16-18, 2009 and the 5th Asia-Pacific Conference on Environmental Electromagnetics (CEEM 2009) in Xi'an China, September 17-20.

CHAPTERS

Chapter Coordinator Francesca Maradei reported that the following chapter related awards will be presented at the Symposium: Chapter Founder Awards to Gustavo Fano for his efforts in founding the IEEE EMC joint chapter in Argentina and Kun We for his efforts in founding the IEEE EMC joint chapter in Harbin, China. The Chapter of the Year Award will be presented to the South East Michigan Chapter and Huntsville will receive the Most Improved Chapter Award. The new Chapter Coordinator effective January 1 is Sergio Pignari. Ms. Maradei is working now with Mr. Pignari to ensure a smooth transition.

SISTER SOCIETIES

Chuck Bunting is the new Sister Society Coordinator replacing Randy Jost. Mr. Bunting has just started working in this new position.

10.0 COMMUNICATION SERVICES

Todd Hubing, Vice-President for Communication Services, presented his report. (See VP Communications report.)

NEWSLETTER

Newsletter Editor Janet O'Neil reported the Spring 2009 issue was late due to problems with IEEE Publishing Services. The Summer 2009 issue will be laid out by an outside vendor and forwarded to IEEE for printing and mailing. The Society is likely to incur a financial penalty for this but Ms. O'Neil cannot get an estimate from IEEE Publishing. Financially, the cost to produce and mail the Spring 2009 issue of 96 pages is \$18,533. The net ad revenue returned to the EMC Society was \$13,896.85. There were 19 paid ads in the Spring 2009 issue. This is a sharp increase in paid advertising from the previous Winter 2009 issue.

TRANSACTIONS

Editor-in-Chief Perry Wilson reports that as of July 31, 2009, 147 manuscripts have been submitted in 2009. Both the February 2009 and May 2009 Issues were mailed on time, during their respective months. There is currently no backlog of unpublished papers. A luncheon for Associate Editors will be held at the symposium. The Lightning EMC Special Issue will appear in August; there are 13 papers - Rakov and Rachidi are the Guest Editors. A PCB and Signal Integrity Special Issue is planned for May 2010 with Kim and Li as Guest Editors. Professor Heyno Garbe (EIC starting 2010) has been given access to the Managing Editor portal to get up to speed for taking over in January 2010.

HISTORY

Dan Hoolihan participated in the 2009 IEEE Conference on the History of Technical Societies from August 5-7 in Philadelphia. He gave a presentation on the History of the EMC Society and chaired a session during the three-day event. The conference produced a proceedings documenting the History of the EMC Society that will be available on IEEE Xplore. Founders of the EMC Society and Past-Presidents have been invited to the 2009 IEEE International Symposium on EMC as a guest of the EMC-S. A special luncheon will be held on Wednesday during the symposium for all Founders, Past-Presidents, and their spouses. Additional historical material on EMC and the EMC Society is being gathered and a proposal to digitize this material and make it available on IEEE Xplore is being investigated. A series of articles on the History of the EMC Society is being published in every issue of the EMC-S Newsletter; it includes a "look-back" in the EMC-S History (50 years, 25 years, and 10 years), an article or war story by one of the Founders or other prominent EMC-S person, and a re-publication of one of the top-ten papers from the IEEE Transactions on EMC.

WEB

Mr. Hubing talked about improvements to the EMC Society website. In the past few months, he has worked on cleaning up, organizing, and updating the website. Now, the Society needs to take back control of the committee pages. The "clean up" of committee pages is in progress.

11.0 CONFERENCE SERVICES

Ghery Pettit presented his report for Vice-President of Conferences. (See VP Conferences Report.) He gave a presentation about regional symposia, noting the annual International Symposium on EMC is the major source of income for the operation of the EMC-S. This typically nets a \$200,000 surplus per year – in a bad year, the EMC-S is in trouble. This justifies having more regional events that are smaller than the main symposium and fewer days in length. For these events to be popular, it is important to stop publishing papers from EMC-S technically co-sponsored conferences in Xplore. This is something for the Board to consider in the future. **Mr. Pettit moved that the IEEE EMC Society approve technical co-sponsorship of COMCAS 2009. The motion was seconded and approved.**

ANNUAL SYMPOSIUM UPDATE

The report includes a summary of activity for the 2009, 2010, 2011, and 2012 symposium committees. For 2013, Danny Odum and Richard Georgerian presented a proposal to host EMC 2013 in Denver. A representative from the Denver Visitors and Convention Center provided background information on Denver. Francesca Maradei gave a presentation on Dresden, Germany for the 2015 IEEE International Symposium on EMC. This is supported by the German EMC chapter. The chapter has toured potential host hotels and the convention center. They wish to be considered for hosting EMC 2015.

12.0 TECHNICAL SERVICES

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

iNARTE ASSOCIATE MEMBER

Mr. Scully noted that this year iNARTE will introduce a new entry-level certificate, intended to recognize the achievement of new and recent graduates from a curriculum that includes appropriate course material to equip them for a career in EMC/EMI. iNARTE will invite Universities and other Training Institutes to submit course materials for iNARTE consideration. The iNARTE Board and invited guest experts will judge these materials with a view to approving the courses. Following this review, the University or Institute may be recognized as an iNARTE Accredited University or Institute, or alternatively as an iNARTE Approved Training Institute. Mr. Scully moved that the Board of the EMC Society support iNARTE in creating advantages that can be offered to iNARTE Associate members through the EMC-S. Several options for these advantages were presented and are listed in the report. The motion was seconded. Don Heirman moved to table the motion. The motion to table was seconded and approved. The committee will present the motion at the Thursday evening Board meeting. **Kimball Williams moved to form an ad hoc committee to address cooperation with iNARTE on membership issues and that the Board agrees in principal to support the activity described in the above motion. The motion was seconded and approved.** Kimball Williams will chair the committee with members to include Randy Jost, Don Heirman, Todd Hubing, and Bob Davis.

TECHNICAL ACTIVITIES COMMITTEE (TAC)

Bruce Archambeault, TAC Chair, led a discussion on the “no show” policy related to authors not being present to give papers at the annual symposium. Previously, it was suggested that if an author's paper is not accompanied by a symposium registration, then the paper is removed. This has proven not as clean as it sounds, since many authors cannot get reimbursed for the registration fee until after the conference, and they do not want to keep this charge on their company credit cards for many months. This is also true for the US Government people (and probably other governments as well). At the moment, there are at least a few authors for the August Symposium who have 'promised' to attend and register when the event occurs. This year, more so than during past years, many authors are finding it impossible to get travel funds to attend the conference. Sometimes, they are asking others to make their presentation (so a registered person, even if not the author, makes the presentation). Is this acceptable in the future? Only one author is required to be registered, but if the speaker is not the author, and none of the other authors have registered, does this violate the intent of the Board's position that one author must register? Bob Scully suggested a sub-committee be formed to investigate the topic of “No-Shows”, and formulate a policy that can be debated at the November meeting. He offered to chair the committee, with members to include Ghery Pettit, Bruce Archambeault, Elya Joffe, and Colin Brench.

TECHNOLOGY MANAGEMENT COUNCIL (TMC)

Leslie Matrinch from IEEE gave a short report on the IEEE Technology Management Council (TMC). (See TMC Report.) The TMC provides information and services to IEEE members and the worldwide audience of

practitioners and researchers engaged in the profession of engineering, technology, and innovation management.

13.0 STRATEGIC AND LONG RANGE PLANNING

Mr. Joffe presented an update on the LRP. (See Strategic Planning Session.) The August 15 meeting was attended by 10 members and guests, including Henry Benitez, Colin Brench, Bob Davis, Todd Hubing, John LaSalle, Francesca Maradei, William Sommerville, Don Sweeny, Kimball Williams, and Takeo Yoshino. The objective of the meeting was to define the strategic goals for the EMC-S (as tied to the Society's Vision Statement). The next LRP meeting is scheduled for November 14 in Huntsville, AL. The "Big Objective" will be to finalize the strategic planning by the March, 2010 Board meeting.

14.0 OLD/UNFINISHED BUSINESS

The following items were discussed under old business:

Initiative on Spectrum Engineering in EMCS Symposia – Andy Drozd reported that this topic is well represented at the Symposium. There is a special session and workshop on this topic at EMC 2009. The committee now wants to address this topic with the Standards committee so it is more prominent in that arena as well.

Committee Vacancies/Appointments – Mr. Joffe presented the open IEEE Representative Liaison Positions on the Representative Advisory Committee (RAC). The Society is seeking volunteers to fill in several of these vacancies, including:

- Liaison to the Social Implications of Technology Society Board of Governors
- IEEE Women in Engineering Committee (WIEC)
- Government Relations Council of IEEE-USA (GR)
- Energy Policy Committee
- Committee on Communications Policy
- Committee on Transportation and Aerospace Technology Policy
- Medical Technology Policy Committee
- Research & Development Policy Committee
- Critical Infrastructure Protection Committee
- Representative to the Committee on Career and Workforce Policy, Intellectual

EMCS Vote Enhancement Task Force – Discussion on this topic was deferred since electronic balloting has been initiated by IEEE and hopefully this will increase the percentage of returned ballots.

Schedule for 2009/2010 Board Meetings - Mr. Joffe presented the schedule for the balance of Board meetings in 2009:

November 12-14, 2009 – Huntsville, Alabama

- Nov 12 Standards, IT, Excom,
- Nov 13 Board meeting and annual dinner
- Nov 14 LRP meeting (full day)

For 2010, the Board meeting schedule is:

- March 11-13, 2010 – San Diego, CA

- July, 25 and 29, 2010 – Fort Lauderdale, FL
- November, 12-14, 2010 – Pittsburgh, PA

15.0 NEW BUSINESS

The following items were discussed under new business:

Motion to Approve Change in Voting Rights – Bob Goldblum led a discussion on voting rights of members of the Board of Directors. (See Motion to Revise Voting Policy for BoD.) He moved to limit the EMCS BoD electorate to those elected by the membership-at-large. Henry Benitez moved to hold a secret ballot on the motion presented by Bob Goldblum. The motion was seconded. Five voted for a secret ballot; seven voted against the secret ballot. Kimball Williams and Janet O’Neil abstained from voting. The motion failed. The original motion was then voted upon by open ballot. The motion failed. Kimball Williams, Colin Brench, and Don Sweeney abstained from voting.

16.0 SUMMARY OF FINANCIAL IMPACT OF APPROVED MOTIONS

Andy Drozd summarized the financial impact of the motions approved at the meeting.

17.0 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.

18.0 CLOSING REMARKS

President Joffe thanked everyone for coming to the meeting.

19.0 ADJOURNMENT

There being no further business, the meeting adjourned at 5:15 pm.

Continuation of Board meeting on Thursday, August 20, 2009, 6:00 pm

Board Members present included A. Drozd, H. Benitez, C. Brench, R. Davis, R. Ford, R. Goldblum, F. Heather, D. Heirman, T. Hubing, E. Joffe, R. Jost, J. LaSalle, F. Maradei, J. Norgard, J. O’Neil, G. Pettit, W. Schaefer, R. Scully, D. Staggs, D. Sweeney, K. Williams, and T. Yoshino. Guests included Richard Georgerian, David Britton, Dave Arnett, Kevin Slattery, Dan Hoolihan, Deshon Aaron, Bruce Archambeault, K. Phipps, and Milton Kant.

President Joffe called the meeting to order at 6:00 pm. The agenda was presented. (See Final Agenda for August 20.) Several topics were added to the agenda, including the Immediate Past President’s report, the two motions deferred from the August 16 meeting, a VP Membership report adding affiliation of award recipients to the awards program, approval of reimbursement of the EMC Society photographer to attend the symposium, and the financial impact of approved motions.

IMMEDIATE PAST PRESIDENTS REPORT

Andy Drozd moved to approve Motion #4: Modifications to EMC-S ExCom Operations & Openness of its Meetings. Dave Staggs seconded the motion. Todd Hubing suggested the text of the motion be placed in the

Board's policy and procedures manual. Dick Ford moved to table the motion until November. Ghery Pettit seconded the motion to table. The motion to table was seconded and approved.

Andy Drozd moved to approve Motion #6: Secret E-Ballots. (See Addendum A for text of Motion #6.) The motion was seconded and approved. *NOTE: Subsequent to the meeting, it was clarified that Robert's Rules of Order " allows a majority of the board to make a ballot secret, but not one individual. A single person cannot force a secret ballot.*

VP COMMUNICATIONS

Todd Hubing reported that Perry Wilson held his luncheon for the associate editors of the Transactions and all went well.

VP STANDARDS

John Norgard reported that the new SACCom chair is Werner Schaefer, the vice chair position is vacant, and Don Heirman is secretary. Mr. Schaefer reported they plan to create a website and keep it updated. SETCom staffed the Standards booth on the exhibit floor. Qiubo Yi is the chair, Johan Catrysse is the vice chair. Six papers were presented in the standards workshop attended by approximately 50 people. On SDCCom, Andy Drozd reported two meetings were held during the symposium week. The first meeting had 19 members and guests present; the second meeting had 17 members and guests present. Standards were reviewed. The website will be updated and major revisions implemented. "Smart grid" is the new topic of interest. SDCCom appointed a study group to develop a position paper defining EMC related to smart grid. Political issues related to the Broadband over Powerline (BPL) standard were discussed. (See Standards SDCCom Report dated 8-18-09.)

VP MEMBER SERVICES

Bob Davis reported the Chapter Chair meeting and luncheon went well. The Awards luncheon went well. Seven new EMC-S members signed up at the membership booth on the exhibit floor. It was noted that the IEEE EMC Society membership booth should be located directly next to the coming year's symposium booth. Fred Heather reported on surveys. A higher percentage of surveys were returned this year. Don Heirman requested that the surveys be extended to offering on Friday since it is a full week symposium. A discussion was held about adding the affiliations of all award recipients to the awards program. Bob Davis agreed to look into this. Regarding the Society photographer, Bob Davis moved to approve reimbursement of travel expenses of the EMC Society Photographer to attend the annual EMC-S Symposia. Henry Benitez moved to table the motion. The motion to table was seconded and approved. **Bob Davis moved to provide a complimentary full symposium registration to the EMC Society photographer. The motion was seconded and approved.** Kimball Williams abstained from voting. Francesca Maradei reported on the Angel Program. (See Angel Training.) The Chapter Angels serve as liaisons between the EMC Society Board of Directors and the Chapters on all matters relating to Chapter activities. She encouraged all Angels to be more proactive with their respective chapters, especially in the area of Chapter meeting reporting.

VP TECHNICAL SERVICES

Kimball Williams led a discussion on iNARTE and EMC-S Support. He moved that **the IEEE EMC Society shall offer one year free membership in the society to iNARTE associate members who are joining the society for the first time provided iNARTE confirms the membership status of these individuals and assumes the responsibility for any additional administrative tasks/costs associated with offering this free membership. The iNARTE motion was declared out of order.** Don Heirman suggested the TC-8 on Product Safety move from being under the TAC umbrella to being under the RAC umbrella. Bruce Archambeault gave an update on TAC.

(See Arch-TAC Report.) He led a discussion on “no shows” and reported there was good attendance at the workshops/tutorials and at all sessions. The motion on iNARTE was brought back to discussion by Todd Hubing. **Mr. Hubing moved that the IEEE EMC-S should offer one year free membership in EMC-S for iNARTE associate members who are joining the society for the first time. President Joffe noted that he would like to reclude himself for signing the iNARTE MOU on this activity since he is a member of the iNARTE Board of Directors. The motion was seconded and approved.** A discussion was held on the content of presentation material that named particular vendors. Bob Scully moved that the proceedings CDs for the 2009 Symposium containing the uncorrected charts still in possession of the CD publisher be remanufactured to include a corrected version of the charts, and corrected CDs be mailed out with a cover sheet indicating that previous CDs contain errors and are to be discarded. The motion was seconded. The motion failed. Dave Staggs, Bob Scully, and Andy Drozd abstained from voting. [See the Standards Report dated 8-20-09 for more information on the Education & Student Activities Committee (ESAC) from Tom Jerse, Chair; the Representative Advisory Committee (RAC) from Fred Heather, Chair; and the Technical Advisory Committee (TAC) from Bruce Archambeault, Chair.]

VP CONFERENCES

Ghery Pettit led a discussion about Denver as the location for the 2013 symposium. **Mr. Pettit moved to approve Denver as the location of the 2013 IEEE International Symposium on EMC. The motion was seconded and approved.** On EMC 2009, Symposium Chair Dave Staggs reported that the Hilton Hotel room block numbers were met. The overall response to EMC 2009 has been positive. The EMC 2009 number of Exhibit Booths sold is 197, compared to EMC 2008 (Detroit) selling 220 booths. The EMC 2009 Full Registration total was 531, compared to EMC 2008 (Detroit) having 584 full registrants. He noted the Historical Average over six years is 733. Janet O’Neil commented on the exhibitor’s breakfast and the challenges faced by declining attendance at the symposium as well as from competing global symposia.

OLD BUSINESS

Elya Joffe reiterated the need to fill the vacancies for IEEE EMC-S liaisons on the RAC. He also showed the dates and locations for the remaining Board meeting in 2009 and those scheduled for 2010.

NEW BUSINESS

Henry Benitez moved to approve a one-time free PSES membership to EMC-S members, underwritten by EMC-S for the first 250 first-time PSES members to sign up. The motion was seconded. The motion failed. Kimball Williams and Bob Goldblum abstained from voting. **Dick Ford moved to allow video photography in the exhibit hall. Ghery Pettit seconded the motion. The motion was seconded and approved.** Bob Goldblum abstained from voting.

TALK ABOUT

Discussion ensued about technical co-sponsorship of symposia. Questions raised included:

- Do we really benefit from it? How?
- Are we not "shooting ourselves in our feet" by providing TCS to symposia who may be competing strongly with us?
- Should we set limits on the number of technically-co-sponsored symposia? Should that be a "hard limit" (number of symposia per year) or "soft limits" (separation between symposia, etc.)
- Should we not impose co-sponsorship (that is - with financial involvement), so that the EMC-S benefits revenue-wise from those symposia, as well as technically?
- Should we "sell" our brand name? In other words should we charge \$s for the use of the EMC-S logo?

Ghery Pettit and Bruce Archambeault agreed to form an ad-hoc committee to address the technical co-sponsorship issues addressed during the meeting. The committee will report at the November Board meeting.

The meeting adjourned at 10:25 pm.

Minutes submitted by:

Janet O'Neil
Secretary, EMC Society Board of Directors

ADDENDUM A
APPROVED MOTIONS
AUGUST 2009

Motion #1: Policy to Allow for both Paper and Online/Electronic Balloting During Annual BoD Election Cycle

Institute a revision in our C&BL that expands the balloting process, as follows:

- 4.6 On or before 15 August, IEEE Headquarters will send an email ballot request or mail paper ballots to Society members, with the request that the ballots be submitted or returned to IEEE Headquarters by 1 October. EMC-S Members who have an IEEE web account will be notified by the IEEE to use the online voting system, whereas members who do not have a web account, Internet access or who have previously indicated that paper ballots are preferred, will be notified by paper ballot and cover letter. The official ballot and cover letter (online or paper medium) of the final nominations package shall advise voters to "VOTE FOR NO MORE THAN SIX" candidates from the approved slate of nominees.
- 4.7 IEEE Headquarters will count the online and paper ballots returned, and by 15 October notify all nominees and the Board of Director officers the results of the election, with term of office to be effective 1 January of the following year.

Motion #2: Remove Term Limits for Secretary & Treasurer Positions

Move to modify the following policy statement in our C&BL which states:

- Term of Office: The term of office for the President shall be two calendar years immediately following a one-year term as President-elect. The President shall not be eligible for re-election to President-elect until a lapse of three years. The Vice-Presidents, Secretary and Treasurer shall be limited to a two-year term, renewable twice. However, if circumstances warrant, the term limit may be waived on an individual basis by a two-thirds vote of the Board of Directors. Term limits shall not apply to the Secretary and Treasurer positions. The Secretary and Treasurer shall be elected based on a majority approval vote of the Board of Directors at the last Board meeting of the year prior to the commencement of his/her term as the ruling President effective 1 January. The Secretary and Treasurer will occupy those respective offices for the succeeding two years. It is of benefit to the Society that both the Secretary and the Treasurer be encouraged to serve at the request of the Board of Directors for a minimum of two terms in order that the expertise developed by these officers is not lost to the Society by early replacement. All officers shall continue to serve until their successors take office.

GOLD Motion: Creation of a GOLD Representative Position on the BoD

Institute a new policy in our C&BL that covers the process for appointment, term of services and charter of activity of a GOLD Rep on the BoD, as follows:

Section 17: GOLD Representative Appointment and Participation

- A GOLD (Graduate of the Last Decade) Representative [Defined in IEEE Member & Geographic Activities Manual, Section 4.7] shall be appointed by the President with a majority approval vote of the Board of Directors at the last Board meeting of the year prior to the commencement of his/her term as the ruling President effective 1 January. The term of this appointment shall be for three (3) years beginning 1 January (consistent with the term limits for elected BoD Members-at-Large), extendable for a maximum of one (1) additional term contingent on the appointee meeting the requirements of GOLD status during his/her term of service on the Board. The VP of Member Services shall be responsible for seeking and nominating or recommending to the President qualified EMC-S volunteers who are willing to serve as a GOLD Representative. The GOLD Representative, if not an Elected Member of the Board of Directors (Director-at-Large), shall have the status of an *Ex-Officio* (non-voting) member during his or her tenure in that office. The GOLD Representative shall not be counted as part of the quorum.

Motion #6: Secret E-Ballots (1 of 4)

- Preface:

The Bylaws state the following:

"Section 15: Electronic Voting. The Society may conduct business via electronic means as detailed in the Society's Operations, Policy and Procedure Manual, a separate document."

Therefore, it implies that all changes necessary need to be carried out in the Policy and Procedure Manual and not in the Bylaws.

Motion:

Make the following changes (as specified in the subsequent pages) to the current Policy and Procedure Manual (specific changes indicated in **Red**):

Motion #6: Secret E-Ballots (2 of 4)

Appendix D – Electronic Voting Procedures

Electronic voting is intended to complement the regularly scheduled AdCom meetings, not to replace meetings. Electronic voting may be used for resolving issues that were not decided in a regular AdCom meeting along with emergencies that may occur between regular AdCom meetings and for which the President deems too vital to wait for the next AdCom meeting.

Section 1. 'Electronic transmission' means any form of electronic communication, such as email or teleconference. Electronic transmission does not involving the physical transmission of paper. Although physical paper allows for a written record that can be retrieved and reviewed by anyone, the Secretary of the Council must document all forms of discussion, either electronically or teleconference and transmit minutes of the discussion to all members of the AdCom as well as placed in the records of the Council.

Section 2. Motions may be presented to the AdCom electronically by any member of the AdCom. Motions must follow the same procedures as motions made during regular AdCom meetings. The proposed motion, with a second, must be directed to the President for consideration. The motion and second can be performed electronically with both the motion and second made public to all members of AdCom.

The motion must contain the rationale, pros and cons, cost analysis, and reason for expediting the vote by electronic means. The Council President may choose to defer the proposed motion to the next scheduled meeting of the Council AdCom, should he/she deem the proposed motion not critical or urgent. The time allowed for discussion shall be at the discretion of the President. Responses shall be in accordance with instructions presented with the motion. Upon completion of the discussion period, the President shall call for a vote. The time period to vote shall be no greater than two weeks or at the discretion of the President. The votes must be sent electronically to both the Secretary and President. The Secretary will report the results of the vote when a majority decision has been reached.

Electronic voting shall have four choices YES, NO, ABSTAIN, and TABLE (to force an in-person discussion and/or vote on the motion). The motion will be considered as decided when all AdCom members eligible to vote have voted, when the allotted time for discussion has expired, or when one of these three conditions has been met:

The call for vote will include text asking the voter whether he/she wishes their abstention to be recorded or not. If no selection is made, it shall be assumed that the voter does not desire to be recorded.

The call for vote will include text asking the voter whether he/she wishes their abstention to be recorded or not. If no selection is made, it shall be assumed that the voter does not desire to be recorded.

Motion #6: Secret E-Ballots (3 of 4)

1. If more than 50% of the eligible voters vote YES, the motion carries.
2. If more than 50% of the eligible voters vote NO, the motion is defeated.
3. If 50% or more of the eligible voters vote TABLE, the motion is tabled until the next AdCom meeting in person.
4. ABSTAIN or lack of response by an eligible voter will be considered and reported as ABSTAIN and counts towards the NO category for the purpose of deciding the outcome of the vote.

Any member of AdCom may request that an electronic vote be considered a secret vote. This request must be made within 48 hours of the time the call for ballot is published. In that case, all votes made by AdCom members shall not be maintained on record and after completion of the voting process - shall be deleted from any record maintained by the Secretary or President.

In non-secret electronic votes, if an abstaining voting member has requested not to be recorded or has made no selection of being recorded, his/her identity will not be made public by the Secretary and President, and will not be maintained on any record of the vote.

For AdCom Committees, the same procedure is to be followed with the exceptions that the Chair of the Committee acts for the Committee, as does the Council President for the Council. Responses must be made to the Committee Chair, who will tabulate and present the results to all Committee members. The Committee Chair will be responsible for submitting the results of electronic voting to the appropriate Vice President, as well as including the results in the official minutes of the Committee.

Motion #6: Secret E-Ballots (4 of 4)

- **PROs:** Proposed change is considered minor, but important to honoring an individual's request and for maintaining information appropriate *for the record*. Ensures that:
 - a) we have a process allowing secret ballots to occur electronically (today we have no procedure that ensures that electronic votes are secret in a manner similar to the regular votes); and
 - b) Allows a procedure for abstained voters to choose if they want to be disclosed or not in NON SECRET ballots.

Note: Such a situation occurred with a certain individual of the BoD when we voted on an award, and that individual asked to abstain and not be recorded; that person's vote was accidentally announced by name as abstaining (an awkward situation!).

This proposed change helps put that to order.

- **CONS:** *None*
- **ACTIONS:** *Amend Policy and Procedure Manual Appendix cited.*
- **FINANCIAL IMPLICATIONS TO EMC-S:** *None*
- **STRATEGIC IMPACT to the EMC-S and/or Relationship to the Strategic Plan:** *N/A*
- **IMPLEMENTATION TIMELINE:** *Immediate, upon approval.*