

APPROVED MINUTES

OF THE IEEE EMC SOCIETY BOARD OF DIRECTORS MEETING

**The Marriott Raleigh City Center Hotel
Raleigh, North Carolina
November 30 - December 1, 2012**

MEMBERS PRESENT (23)

B. Archambeault
C. Brench
C. Bunting
L. Cohen
R. Davis
A. Duffy
F. Heather
D. Heirman
D. Hoolihan
T. Hubing
R. Koga
J. LaSalle
F. Maradei
M. Montrose
M. Oliver
J. O'Neil
G. Pettit
A. Pinchuk
K. Phipps
R. Scully
D. Sweeney
P. Wilson
T. Yoshino

ABSENT (4)

A. Marvin
V. Roje
F. Sabath
D. Staggs

GUESTS (6)

F. Canavero
P. Clout
S. Connor
R. Ford
J. Norgard
K. Williams (by telecom)

1.0 THE PRESIDENT'S OPENING REMARKS

President Pettit called the meeting to order at 9:00 am. A round of introductions was made. He reviewed Board meeting protocol, the IEEE code of ethics, and upcoming activities (see President's Introductory Remarks). 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>). Newly elected Board members for 2013 were recognized, including Henry Benitez, Flavio Canavero, Alistair Duffy, Elya Joffe, Dan Hoolihan, and Bob Scully.

2.0 CONSENT AGENDA MOTIONS

The agenda was presented for review. (See Draft Agenda.) The consent agenda motions (see Consent Agenda) included the following items:

- Approve November 2012 Meeting Agenda - Pettit
- Approve Secretary's Report – August 2012 Meeting Minutes - O'Neil
- Approve Distinguished Lecturer List – Davis
- Approve Scholarship in the name of James C. Klouda - Davis

The consent agenda was amended to remove the Distinguished Lecturer and James C. Klouda scholarship discussion.

It was moved and seconded to approve the consent agenda as amended. The motion was approved.

3.0 PRESIDENT'S REPORT

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

Regarding the status of electronic motions made since the last Board meeting in August, Mr. Pettit confirmed there were none.

A date change is required for the March 2013 Board meeting. It will be moved up one day to Wednesday-Friday, March 6-8. The Standards Committee and Board meetings will be held at Thompson Park near IEEE headquarters since meeting space was not available at IEEE.

4.0 TREASURER'S REPORT

John LaSalle presented a report on EMC Society finances. (See Treasurer's Report.) The actual year-to-date surplus is \$36,300. IEEE is currently forecasting a 3rd-quarter year-end (\$36,400) position. The budget requires an overall net-positive budget of \$16,600. The second quarter forecast shows an unfavorable net deficit of \$66,100. This is due to the reduction of forecasted conference net revenue by IEEE Conference Finance; \$68,200 came from Conferences. The deficit is a direct fall-out of the 2012 Symposium Draft Budget. The expenses provided by IEEE Conference Finance were somehow carried-over incorrectly. Committee expenditures are below budget from the approved budget of \$283,600 with many accounts being significantly under budget. The Secondary School Program Initiative has not been utilized. The report concludes with a review of the Adcom and Travel budget line items. Mr. LaSalle also reviewed EMC Society Symposium finances. He noted each year the Society's Temporary Employees and Independent Contractors need to be approved by the Board of Directors for the following performance year. Therefore, **Mr. LaSalle moved to approve Warren Kesselman and Janet O'Neil as Temporary Employees for the year 2013, and to approve Sharon Archambeault, Kye Yak See and Paul Doto as Independent Contractors for the year 2013 for continued support of the Society. The motion was seconded and approved.**

5.0 BYLAWS UPDATE AND ELECTION PROCESS

Francesca Maradei gave a presentation about the election process. (See 2012 Officer Elections.) (The bylaws update was provided later in the meeting.) She then explained the process for the election of Board Officers for the years 2013-2014. This is detailed in her report. The candidates will present speeches and voting will take place by secret ballot on December 1. She presented the following slate of offices and candidates:

Nominations

President-elect:	Montrose, Scully
VP Communication:	Canavero, Norgard
VP Member Services:	Davis
VP Standards:	Heirman
VP technical Services:	Brench, Norgard
VP Conferences:	Archambeault
Treasurer:	LaSalle
Secretary:	O'Neil

Francesca Maradei moved to waive the term limit for Janet O'Neil so she can run for the office of secretary. The motion was seconded and approved.

6.0 COMMUNICATION SERVICES

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

MAGAZINE

Magazine Editor Janet O'Neil advised the 3rd Quarter 2012 issue was 112 pages and featured the tribute to the late Clayton R. Paul. That generated many emails and phone calls. The response was very positive. The technical theme for the issue was RFID and EMC. The guest editors were David Novotny and Jeff Guerrieri of NIST. A total of 4,850 copies were printed and mailed at a cost of \$16,490. A total of 9.5 ad pages were sold to 10 companies/advertisers generating \$15,679.50 in billable ad revenue, of which (after sales commissions and management fees) the EMC Society received \$8,780.52. She is working on the 4th Quarter 2012 issue. It is the symposium annual review so there are the traditional articles plus new ones involving symposium activity, such as the Education and Student Activities Committee, the Experiments and Demonstrations, Annual Awards, Past President's Recognition, iNARTE Update, GOLD EMC, EMC Aviators Club, Youth Program, as well as the Global EMC and SI University. EMC Europe 2012 provided a report for this issue with several photos. The bylaws changes from our last Board meeting will be published. The traditional photo collage pages will be included. The technical theme for the issue is wireless related to EMC.

Technical editor Kye Yak See advised he is getting much more interest from authors now that we are a magazine and available on Xplore. He will get more involved in the review of the theme papers as well as the signal integrity paper so we have a clear process and documentation on the review of this technical content. Associate Editors Bill Duff and Osamu Fujiwara are retiring this year. Bill Duff retired with the last issue. Frank Sabath will handle the Personality Profiles on his own for now. Osamu Fujiwara is retiring at the end of this year. This will be his last column and he's featuring the papers from EMC Europe 2012 as the abstracts. Ideas are being explored for revamping this column moving forward.

TRANSACTIONS

Professor Heyno Garbe, the Editor-in-Chief of the *IEEE Transactions on EMC* is near the end of his three year term. His report shows new paper submission data for the years 2003 to November 2012. The submission rate for 2012

now projects to about 390 (over one submission per day!), a 17% increase over 2011 if the rate holds through the end of the year. Consider the fact that in 2003, there were 178 new paper submissions. This is a sign of healthy interest in the Transactions. The report also charts the time to publication since the third quarter of 2009. This shows our time to publication has decreased during the last quarters and we are lower than the IEEE average. Note this statistic only reflects the online-publication via Early Access. The IEEE production statistics show the October 2012 issue brings us to 1,212 pages. We still have the problem of publishing all papers in the printed version. As of now we have 73 articles in the backlog, which are waiting for assignment to a printed issue. To overcome this situation we have to increase the page budget. We are expecting an increase of submitted papers by 15%. Therefore, it is necessary to increase the page budget by a minimum 10%. Note that an increase to 1,500 pages for 2013 was requested and approved in the consent agenda of the Board meeting in March 2012; however, a request for only 1200 pages was then submitted to the IEEE as part of the 2013 budget. Thus, it appears that the backlog cannot be cleared until 2014? The five issues of 2012 were mailed on time. The Letters section is up and running. The submission rate is increasing. We are meeting the basic goal to have decision on Letters (accept/reject) within one month of submission. For 2013 and 2014, the following special issues/sections are planned: 2013 The Impact of High Altitude Electromagnetic Pulse (HEMP) on the Civil Infrastructures (Radasky); a Special Section in early 2013 to honor Clayton Paul (Holloway); 2014 EMC on Model Validation (Archambeault, Duffy). Professor Garbe held a luncheon meeting at the August IEEE EMC Symposium to thank the Associate Editors (AEs) for their efforts, as well as to report on the status of the Transactions and other issues. The meeting was well attended with over 20 participants.

HISTORY

Dan Hoolihan, Chair of the EMC Society's History Committee, reported he has been approached by JoAnne Yates, a professor at MIT's Sloan School of Management and a historian of business and technology. She is investigating the history of the processes and institutions of voluntary consensus standards setting. She is interested in the second half of the twentieth century. Dan will be sending her duplicates of some of the records from Leonard Thomas' collection for her research. His collection includes IEEE EMCS, ANSI C63, and IEC documents. He has received some of Ed Bronaugh's records as has Don Sweeney. Mr. Sweeney and Mr. Hoolihan visited Mr. Bronaugh's house and surveyed his material along with Rich Worley and Ross Carlton (of the local EMC Chapter in Austin, Texas). The initial survey was done shortly before Mr. Bronaugh passed away. These records are being reviewed for archival and digitizing opportunities. Material shipped to Dan included Symposium records from 1963-1987, Information on EMC Measurement Uncertainty, and miscellaneous EMC-S communications. The History tutorial held on Friday morning at the 2012 IEEE International Symposium was moderately successful. The attendance ranged from 5 to 10 people during the morning session. Three representatives from the EMC Society (Heirman, Sweeney, and Hoolihan) and two members from the IEEE History Center (Sheldon Hochheiser, Michael Geselowitz) discussed their ideas and experiences with archiving of Society and Individual Member records. Oral interviews of a number of Past-Presidents were performed by Hochheiser and Geselowitz while they were at the Pittsburgh Symposium. This was funded by a financial contribution from Don Heirman.

The annual Founders and Past-Presidents lunch was held on Wednesday at the 2012 IEEE International Symposium. Tony Zimbalatti and Ralph Showers were the two Founders in attendance; they were joined by a number of Past-Presidents and a few sitting EMC-S Board members.

A long-term storage location is still being researched for the inventory of older and previously-donated EMC test equipment that the Society owns. Ideas for a suitable storage location are encouraged as well as financing proposals.

The History Committee continues to write several articles on EMC Society historical activities for the EMC-S Magazine. Work continues on digitizing older copies of the EMC-S Newsletter and other EMC Society records. The Society's high-speed scanner is being used to scan copies of the Society's Newsletter from the 1960s. The copies are scanned in the PDF Archival (PDF/A) format and are key word searchable. Some of these copies have been

uploaded to the Global History Network (GHN) at the IEEE History Center and are available for your viewing pleasure.

WEB

Todd Hubing reported changes to the website have been made to address problems with the formatting when viewed in a small window using Internet Explorer. He has also made numerous updates to pages with committee and board information, and changed the webmaster email address to webmaster@emcs.org.

IEEE PRESS

Ray Perez noted 2011 data for the IEEE Press was reported in the August report. Yearly data for 2012 will be available for the August 2013 BoD meeting.

7.0 TOUR OF CONVENTION CENTER

The Board adjourned to take a guided tour of the Raleigh, NC Convention Center – site of the 2014 IEEE International Symposium on EMC.

8.0 NOMINATIONS AND CAMPAIGN SPEECHES

Francesca Maradei presented her report. (See 2012 Officers Elections.) She reviewed the slate of officer candidates and the voting process. Chuck Bunting moved to close nominations for president-elect. The motion was seconded and approved. Bob Scully abstained from voting.

The candidates for President-elect, Mark Montrose and Bob Scully, each gave a speech on their vision for being president of the EMC Society.

Next, the office of VP for of Communications was addressed. Chuck Bunting moved to close nominations for VP Communications. The motion was seconded and approved. The candidates, Flavio Canavero and John Norgard, each shared their vision for being the VP for Communications.

Next, the office of VP for Membership was addressed. Dan Hoolihan moved to close nominations for VP Membership. The motion was seconded and approved. Bob Davis shared his vision for continuing as the VP for Membership.

Next, the office of VP for of Standards was addressed. Don Sweeney moved to close nominations for VP Standards. The motion was seconded and approved. Don Heirman shared his vision for continuing as the VP for Standards.

9.0 MEMBER SERVICES REPORT

Bob Davis, Vice-President for Member Services, presented his report. (See VP Member Services Overview Report.) He began his report with a review of a proposed new James C. Klouda Scholarship award.

AWARDS

Mr. Davis discussed the new IEEE James C. Klouda Memorial Scholarship Award established in memory of James C. Klouda and his professional career in the field of electromagnetic compatibility. The Scholarship Fund awards, on an annual basis, a scholarship to a qualified undergraduate student who seeks an electrical engineering degree with emphasis in the field of electromagnetic compatibility or a related discipline, from an accredited US university or college. The selection of the Scholarship recipients will be administered by IEEE Electromagnetic Compatibility

Society (EMC-S). EMC-S will serve as administrator to coordinate the delegated duties of the IEEE James C. Klouda Memorial Scholarship Selection Committee. The report details the selection criteria, eligibility and funding.

Mr. Davis moved to approve the IEEE James C. Klouda Memorial Scholarship Award. The motion was seconded and approved. Janet O'Neil, Amy Pinchuk, Colin Brench and Mark Montrose abstained from voting (Ms. O'Neil's abstention was due to her not hearing discussion since she was out of the meeting room). The motion was seconded and approved.

Mr. Davis then moved to set the effective date of an award by the EMC-S Board of Directors to be at the annual Awards Luncheon held during the IEEE International Symposium on EMC. The motion was seconded and approved.

DISTINGUISHED LECTURER (DL) PROGRAM

Bruce Archambeault reported on the DL program. The DLs for 2012 – 2013 include Christian Schuster, Sam Connor, Jong-Gwan Yoo, and Madhavan Swaminathan. The report includes financial data on the program as well as the number of presentations/trips/expense per meeting attendee per DL. The video DL library is now main stream on the EMC-S DL web site and is available to Chapter Chairs. Available topics are included in the report.

The candidates for DLs for 2013-2014 were reviewed. These include Dennis Lewis of Boeing (Seattle, WA), Vince Rodriguez of ETS-Lindgren (Cedar Park, TX), Jay Diepenbrock of Lorom, and Vignesh Rajamani of Oklahoma State University (Stillwater, OK). The topics these speakers can each present are included in the report.

It was moved and seconded to approve Dennis Lewis as a Distinguished Lecturer for the term 2013-2014. The motion was approved.

It was moved and seconded to approve Jay Diepenbrock as a Distinguished Lecturer for the term 2013-2014. The motion was approved.

It was moved and seconded to approve Vignesh Rajamani as a Distinguished Lecturer for the term 2013-2014. The motion was approved.

It was moved and seconded to approve Vince Rodriguez as a Distinguished Lecturer for the term 2013-2014. The motion was approved.

CONSTITUTION AND BYLAWS

Immediate Past President Francesca Maradei presented her report on amending governance documents. The report includes a status of all motions passed in 2012 that affect our governance documents.

MEMBERSHIP

Bob Davis advised that total IEEE membership is up 2.3% since this time last year. Total IEEE renewals are up 2.0% since this time last year. Total Society membership is down 0.9% since this time last year. EMC Society Membership is down 1.0% (39) to 3,975 (with Affiliates) since this time last year. EMC Society Student Membership is down 4.0% (2) to 48 since this time last year. Five members have been elevated to Senior grade since August 2012, for a current total of 38 Senior grade members since the beginning of the year.

Three new 6' x 6' pop-up displays and two medium sized table-top (show style) displays have been shipped to EMC-S membership representatives for Regions 8, 9 and 10. A medium sized table-top display was shipped to Regions 1-7 and to Region 9. These are available for various events. There were 57 new IEEE/EMC Society memberships and five EMC Society only memberships resulting from the 2012 Symposium promotion.

RESPECTED SPEAKERS BUREAU (RSB)

Bruce Archambeault noted the current speakers include Colin Brench, Jim Drewniak, Tzong-Lin Wu, Cheung-Wei Lam, Eric Bogatin, Joungho Kim, Bob Scully, Werner Schaefer, David Pommerenke, Bruce Archambeault, Elya B. Joffe, Jun Fan, and Chris Holloway.

REGION 8 MEMBERSHIP REPORT

Frank Sabath provided a detailed report for Region 8. As of November 2012 there are 1,526 members in Region 8, of which 1,215 are considered active members. The number of members that have not renewed their IEEE membership (in arrears) is 121. The number of inactive members is 185. Five members have resigned. The distribution of active members is shown in his report. He advised that Denmark, Finland, Greece, and Iran have enough active members to form an EMC chapter. In September he discussed the formation of a Greece EMC Chapter with Professor Christos Antonopoulos from, Aristotle University of Thessaloniki, Greece. Prof Antonopoulos is willing to assist to form the IEEE Greece Section EMC Society Chapter and to serve as local coordinator for the required petition.

REGION 9 MEMBERSHIP REPORT

There was no report submitted by Gustavo Fano. It has been confirmed there are 16 EMC members in the Mexico Section, thus the EMC Chapter in Mexico Section could now be formed. Mr. Davis is ready to help Mr. Benitez in this effort if needed. There is the possibility of a new Antennas and Propagation Chapter being formed in the Cordoba, Argentina Subsection. This would a good opportunity to make it a joint APS and EMC Chapter. Henry Benitez needs to follow-up with this.

There will be an EMC, AP and PSE Conference, Buenos Aires, Argentina, in early September 2013. This will be held at the Faculty of Engineering – Buenos Aires University (UBA). Sponsors include IEEE Region 9, IEEE Argentina, IEEE EMCS, IEEE APS and IEEE PSES, INTI (National Institute of Industrial Technology), UBA (Buenos Aires University). Some 170 attendees are estimated to attend.

REGION 10 MEMBERSHIP REPORT

Bob Davis reported on Region 10 activity from membership coordinators Takeo Yoshino, An Hao, Erping Li, Dr. Subbarao and Parvez Javeed. Dr William Radasky visited India during Sept 14- 18 and delivered lectures in a High Power Electromagnetics workshop held at CPRI in Bangalore. The Joint Chennai – Bangalore EMC Chapter is still not approved by IEEE HQ, due to a petition issue. Parvez Javeed, Sergio Pignari and Bob Davis had a telecom during the Pittsburgh symposium to discuss the issue. Mr. Davis will take action to contact Parvez on status.

In Japan, Takeo Yoshino was recognized for his great support as a Region 10 Coordinator over the years. Professor Koga will replace Professor Yoshino starting in January. The next Japanese EMC International Symposium "EMC"14/Tokyo" will be held on May 20 – 23, 2014, under the sponsorship of EMCJ of ICIEC. The Chairman of this Symposium is Prof. Masao Taki of Tokyo Metropolitan University. It is important that IEEE and Xplore understand the relationship between EMCJ of IEICE and EMC-S of IEEE before the Symposium, when EMCJ wishes to apply for technical-co-sponsorship of the IEEE EMC Society. The EMC Society should plan on having a membership booth at this symposium.

In China, CEEM 2012 (6th Asia Pacific Conference on EMC Environmental Electromagnetics) was held in Shanghai on November 6-9. Prof. Gao Yougang was General Chair with Prof. L. Koga was Co-Chairman. Takeo Yoshino was a member of International Advisory Committee. There were approximately 100 attendees; of whom 50% were young engineers and students.

In India, the 12th International Conference on Electromagnetic Interference and Compatibility (INCEMIC 2012) will be held over 4 – 7 December 2012 in Bangalore. For further details visit www.semcei.org

CHAPTERS

Sergio Pignari, Chapter Coordinator, reported that there are currently 76 chapters globally. The Chapter Chair E-mail reflector and the corresponding webpage in the EMC-S website have been updated with contact information of new Officers elected over the past 4 months. These Chapters are still not responding: Montreal, North-West Florida, Ukraine (Kharkov). Contacts have been recently restored with the Taipei EMC-S Chapter, where a new Chair has been recently elected. No new EMC-S Chapters have been formed over the past 4 months. The report includes an update on new chapters under construction by region along with the information on the contacts for each new chapter. Region 2 includes a new Joint Society EMC/PSE Chapter in South-West Ohio, US. Region 4 includes a new Chapter in Cedar Rapids, Iowa. In Region 8, there are several new chapters under construction including a new Chapter in Iran, Greece, and Denmark. For Region 9, Henry Benitez is working with the Section chairs of Mexico and Venezuela to establish new chapters. For Region 10, Sergio Pignari and Shen Zhongxiang are working to add EMC to the current Xi'an Section AP-S Chapter in China. The petition submitted in February 2012 to IEEE MGA to form the Bangalore-Chennai Joint Sections EMC Society Chapter, in India was recently rejected by MGA due to insufficient number of valid signatures. Mr. Pignari is in contact with the organizer, Mr. Parvez Javeed in order to overcome the issue raised by MGA and to resubmit the petition as soon as possible.

Chapters on the "Watch List" are those which are "at risk" of dissolution. Chapters that have not reported for the past three years are on probation and will be dissolved at the November 2012 meeting of the MGA Board. Details on these chapters and possible errors are included in the report.

The Angel list has been updated so to ensure BoD members are assigned Angel positions. The updated list is included in the report. The Kitchener-Waterloo, Pikes Peak and West Michigan Chapters still need Angels assigned as of the submission of this report. The Montreal and Hong Kong Chapters have been awarded Angel funds since the last Board meeting.

On the Chapter Website Template, the Japan, Sendai, Syracuse, and Taipei chapters have requested the installation kit. The Serbia and Montenegro chapter has finalized website installation.

The annual Chapter Retreat was held on the 6th of August 2012, in conjunction with the 2012 IEEE EMC International Symposium in Pittsburgh, Pennsylvania, US. It was organized as an afternoon Training Session followed by a Dinner attended by 33 Chapter Chairs or delegates. Eleven Angels were present at the "social session with Chapter Angels", held before the dinner. Around 45 persons were present at the dinner, where 21 short presentations were delivered by Chapter Chairs to show chapter status, activities, and top best practices. Participation was higher than last year's retreat. A regional training session will be organized in conjunction with the 2013 Asia Pacific International Symposium and Exhibition (APEMC 2013) in Melbourne, Australia, 20 – 23 May 2013.

COMPLETED CAREERS

Don Heirman is working on tributes to Tom Dvorak and Jim Sketoe. These will be published in the next issue of the EMC Magazine. The report provides a list of members honored in past issues of the EMC magazine. Colin Brench is helping with investigations of family members and colleagues of the deceased to obtain tribute material. Bob Davis continues to support the committee by confirming EMC-S and IEEE membership. Future plans include continuing to publish tributes and photos of deceased members in the EMC Magazine as well as coordinating with IEEE HQ for mailing "Letters of Condolence" and magazine print copies to family members of the deceased. The committee is considering memorializing non-EMCS members as part of "CCC" scope.

FELLOWS NOMINATION AND SUPPORT COMMITTEE

Jim Knighten reports Fellow nomination support and advice has been supplied to one potential EMC-S nominee since the last Board meeting report. It was noted IEEE Fellow nominations are seasonal with November-December being the time when request for support can usually be expected. Mr. Knighten's committee remains available to assist any nominations of IEEE EMC Society members

FELLOWS EVALUATION COMMITTEE

Todd Hubing advised there was nothing to report since the last Board meeting. Committee recommendations were made to IEEE in June. IEEE will announce the 2013 Class of IEEE Fellows after their board meeting this month.

NOMINATIONS

Francesca Maradei provided the Nominations and Appointments (N&A) Committee Report. She summarized the recent Board of Directions election. A total of 788 ballots were returned to IEEE for the election of six IEEE Electromagnetic Compatibility Society members to the Board of Directors for the term 1 January 2013 - 31 December 2015. The votes were counted and the following candidates have been elected to serve for the three-year term: Henry Benitez, Flavio Canavero, Alistair Duffy, Elya Joffe, Dan Hoolihan, and Bob Scully. As a result, the distribution of the newly elected members includes three members belonging to IEEE Region 1-7 and three members to Region 8. The total number of ballots mailed was 3,770; there were 788 returned ballots. This indicates 21% of the members voted in the election. Of these votes, the great majority voted electronically. The report includes a breakdown of voting by IEEE Region.

GOLD PROGRAM

Caroline Chan reported that GOLD EMC will be featured in the GOLD Rush magazine and be a new, regular column in the EMC magazine (for fall/winter edition). Graphics design has been completed for a new GOLD EMC Roll-Up Display and submitted to a display company for review. Region 8 GOLD Congress and IEEE EMC Symposium GOLD activity articles, along with photos, were submitted for uploading to the IEEE EMC website. Ms. Chan is working closely with the EMC Society Student Liaison Representative (Sandra Hernandez) in getting more students exposed to EMC. GOLD brochures will be distributed at future EMC conferences, including APEMC in Australia. Ms. Chan will follow-up with GOLD EMC folks who came to the Pittsburgh EMC symposium and showed interest in volunteering/setting up an EMC chapter. The committee is considering a GOLD EMC Best Paper for the 2014 Symposium. During EMC 2013, there will be a lunch and learn event with speaker Elya Joffe on ethics in EMC. An ice cream social will be held following the Welcome Reception with a brief but informative GOLD EMC presentation to the GOLD EMC eligible members. The committee is finalizing a 2013 GOLD EMC budget with Bob Davis.

SISTER SOCIETIES

Bob Davis advised that Chuck Bunting has taken on additional responsibilities at his university and will not be able to continue as Sister Society Coordinator - effective immediately. Mr. Bunting has spoken to Vignesh Rajamani, his co-coordinator, who has agreed to take on the responsibilities of Sister Society Coordinator. Mr. Davis recognized Mr. Bunting for all his support as Sister Society Coordinator. Mr. Davis now needs to formally appoint a replacement Sister Society Coordinator who can complete the activity already started in Australia, clarify procedures with IEEE headquarters and initiate a strategy for identifying key groups in Japan and Singapore that could further the development of Sister Society agreements.

SECTIONS COORDINATOR

Henry Benitez reported as the Sections Coordinator. He advised there have been no major activities and no requests for Section Liaison support since the Board meeting in August. Future plans are to target Chapter development in Mexico and provide Mexico Section liaison support. The timeline for this activity is the first quarter of 2013 with the goal to have a first chapter meeting in January 2014. The report outlines the specific steps in the timeline.

PHOTOGRAPHY

EMC Society Photographer Ken Wyatt is retiring after 10 years of being the "Society Photographer." He is turning this position over to Jerry Ramie. Jerry will follow up on Ken's work related to the "On-Line Photo Album" and addressing difficulties in finding a suitable platform that has no monthly charges, can handle multiple folders, etc.

STUDENT LIAISON

Sandra Hernandez reported she has updated an EMC Student Liaison article for the EMC magazine which includes chapter creation information. The first distribution of the packet for chapter creation will be made through the Facebook group then distributed to EMC chapters to distribute to their members, in digital form. The committee would like an EMC Student Page on the EMC-S website for distribution of materials/packets with information, information for obtaining local guest speakers in the EMC field, etc. They will continue to promote EMC awareness at the student level and arrange EMC-related workshops at a local university with local guest speakers. Ms. Hernandez will work with Ms. Chan Work to further develop a plan to expose GOLD Members to the EMC Society through events and/or advertising.

SURVEY

Fred Heather and Bob Davis are working on this effort. The new on-line EMC Society Membership Survey debuted at the 2012 Symposium. IEEE HQ administered the on-line survey and provided the report within 2 weeks. There was an excellent return; 946 responded to the survey (25% of EMC-S Membership). An incentive was offered for completing the survey: a drawing for one free symposium early bird registration. The winner was "Duncan R. Tyrrel". This will be promoted in a future issue of the EMC magazine.

PACE

Kimball Williams provided a report on Professional Activities Committees for Engineers (PACE). The PACE goal is to 'promote the professional interests of the IEEE members as well as provide a mechanism for the communications of members views on their professional needs.' This gives rise to a number of interrelated areas of interest: ethics, employment, professional awareness, professional training, professional certification, pre-college education, employer awareness, career transition planning, student professional awareness, and technology policy issue. The report that follows outlines current activities in these PACE areas of interest.

On professional certification, the 'merger' between iNARTE and RAB/QSA has been completed and the initial certification of 'EMC Design Engineers' is gaining acceptance worldwide. The question of whether a focused certification in 'Signal Integrity' would be beneficial is still to be discussed; comments are welcomed.

The meeting was suspended at 5:00 pm on November 30. It was called to order at 9:00 am on December 1.

10.0 ELECTION OF OFFICERS VOTING

To begin the election process, Francesca Maradei moved to approve the counting of the vote of Board members, i.e. those that participated in the Friday, November 30 Board meeting in person or by phone and heard the candidate speeches. The motion was seconded and approved.

Francesca moved to allow Board members who did not attend the Friday Board November 30 meeting in person or by telecom to be able to vote via email. The motion was seconded, 10 voted yes, 11 voted no. The motion failed.

As a result of the voting:

- Bob Scully was voted in as President-elect by secret ballot.
- Flavio Canavero was voted in as Communications VP by secret ballot.
- **It was moved and seconded to approve Bob Davis as Membership VP by acclamation.**
- **It was moved and seconded to approve Don Heirman as Standards VP by acclamation.**
- Colin Brench was voted in as Technical Services VP by secret ballot.
- **It was moved and seconded to approve John LaSalle as treasurer by acclamation.**
- **It was moved and seconded to approve Janet O'Neil as secretary by acclamation.**

11.0 TECHNICAL SERVICES

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

EDUCATION AND STUDENT ACTIVITIES (ESAC)

Mr. Scully noted the Board approved Mark Steffka as the new ESAC Chair, replacing Tom Jerse. Bogdan Adamczyk has continued as the vice-chair, and Daryl Beetner is the new Secretary (replacing Chuck Bunting who stepped down). Regarding EMC education/curriculum at the EMC-S symposia plans are being made to establish a "unified" curriculum fully coordinated and supported by ESAC that will include "Fundamentals" and "Global University". Mark Steffka (2013 GU Chair) and Bob Scully will be working to put the appropriate organizational aspects in place to support this initiative. In August, John Maas received agreement from Henry Ott that Henry would organize the Fundamentals tutorial for EMC 2013. This has not been confirmed as of late November. If Henry is not able to assist in this role, ESAC is prepared to organize and propose the tutorial. Plans are being developed to create a revised version of the Experiments Manual and have it posted on the EMCS/ESAC website as soon as possible. JianJian Song of Rose-Hulman is the point of contact in this effort, with significant input from the ESAC officers; Don Heirman has offered to assist. As of late November, there have been no applicants for the John Howard University Grant award for 2013. Daryl is awaiting information from the BoD regarding the amount of the awards planned. The amount for 2013 will be determined at the November Board meeting with Treasurer John LaSalle. Bogdan Adamczyk will again lead the student design competition with the same design that was utilized in 2012. Details of the competition timeline are being worked now and will soon be posted on ESAC website. Regarding the EMC-S symposium experiments and demonstrations, ESAC recommends continuing the procedure where the organization of this is done by the technical program committee of the symposium who has a better understanding of the local resources. ESAC continues to offer a review function. ESAC and SETCOM representatives have started discussions on how to integrate SETCOM material into ESAC educational activities, including of how to establish a formal liaison person to serve in this role. ESAC has regularly scheduled monthly

conference calls and immediate reporting of meeting discussion has again been implemented based on the success of this approach earlier in 2012. The meeting schedule has been established to allow all officers to attend as well as the major subcommittee chairs.

TECHNICAL ADVISORY COMMITTEE (TAC)

TAC Chair Bruce Archambeault advised TAC held two in-person meetings during the EMC 2012 Symposium week. The minutes of these meetings are posted on the TAC web site. An October 2012 TAC telecom meeting was held. TAC members agreed the new paper review system (Conference Exchange) was a huge success for the technical committees (TCs). Some improvements have been added based on TC Chair feedback from last year's experience. The EMC 2013 paper submission system is on-line. An ad hoc committee was formed to develop a procedure for a subcommittee to become a technical committee and to set metrics to evaluate existing TCs to see if they should remain. TAC received a presentation from TC10 proposing to add 'Signal Integrity' (SI) to either/or/both the EMC Symposium name and/or Society name. The presentation included results of a survey of SI engineers who do not feel any IEEE Society represents them. They felt they could more easily travel to the EMC-S symposia if SI was in the symposia name. Overall reception of this idea was lukewarm and no action was taken by TAC. The report concludes with the schedule of upcoming telecom meetings and a review of the paper reviews for the annual EMC symposia from 2009 – 2012. It was noted at EMC 2012, this was the first time the percentage of papers submitted to TC-2 on EMC Measurements (24.8%) was nearly identical to the percentage of papers submitted to TC-9 on Computational EM (24.2%).

SOCIETY FOR THE SOCIAL IMPLICATIONS OF TECHNOLOGY (SSIT)

The VP for Technical Services report also includes an adjunct report from Kimball Williams regarding the SSIT. Kimball Williams did not make the 'cut' for the SSIT Board of Governors (BoG) but they have that he to stay on as a liaison to EMC-S. The SSIT BoG appointed Kimball as a Division IV representative to SSIT so he can vote at the meetings. To date, Kimball has only been able to attend via meetings via teleconference because of budgetary constraints.

TECHNOLOGY MANAGEMENT COUNCIL (TMC)

While it turned out not to be possible for the Technology Management Council (TMC) to speak at the EMC 2012 Symposium in Pittsburgh, PA, it is certainly possible for Denver. With some 3,000 members of the EMC-S having expressed an interest in management topics, it seems pertinent to seriously consider inclusion of at least one or two speakers in this area. BoD guidance as to where focused presentations from members of the TMC might provide helpful insight into the management area would prove beneficial to firming up a direction for this effort.

12.0 CONFERENCE SERVICES

Bruce Archambeault presented his report. (See VP Conferences Report.)

FUTURE YEAR SYMPOSIUMS

Tom Braxton reported on future year Symposium activity. Details for the EMC 2012 – 2016 are included in the report. For EMC 2013, the issue concerning TC meeting locations, etc at Convention Center (vs hotel) is settled, the bus travel between Hotel and Convention Center is not settled yet, and the location of Gala and/or Social at hotel has not been determined. The committee is working on these items. For EMC 2014, the committee is reviewing quotes for a conference management services company. Bruce Archambeault moved to approve a \$50,000 loan to the EMC 2014 committee. (Motion does not need a second since it comes from the committee.) The motion was approved. On EMC 2015 Dresden, the MOUs have been signed with the EMC Society, EMC Europe committee, and with the VDE. Contracts still need to be signed with IEEE. For EMC 2015 in Santa Clara, the Conference Center and Hyatt hotel contracts are finalized. For EMC 2016 in Ottawa, the contracts for the

Westin hotel and Ottawa Convention Center have been signed. Overflow hotels are under review. For EMC 2017 in Washington DC, the contract with the Gaylord hotel and convention center is under review.

EMC 2012 CLOSE OUT

Bruce Archambeault reported the 2012 IEEE International Symposium on EMC in Pittsburgh is expected to close the financial books with a 23.18% surplus (with 10% surplus/\$20k cap added back into the budget). This amounts to a 21.4% actual surplus after the 10% surplus/\$20k cap incentive is deducted.

TECHNICAL CO-SPONSORSHIP

Frank Sabath advised he received reports from the EMC-S technically co-sponsored conferences EMC Europe 2012 held over 17 - 21 September 2012 in Rome, Italy and the 6th Asia-Pacific Conference on Environmental Electromagnetics held over 9 - 12 November 2012, in Shanghai, China. There was a problem with the EUROEM 2012 conference in that they did not follow advice and instructions. As a result they faced problems including the book of abstracts in IEEE Xplore; a Book of Abstract was published via SUMMA Foundation. This is a violation of the MOU with the EMC Society and may result in a fine from IEEE.

He has received requests for technical co-sponsorship for the following conferences:

1. 2013 IEEE International Conference on Microwaves, Communications, Antennas and Electronic Systems (COMCAS 2013) 21 - 23 Oct 2013, Tel Aviv, Israel
2. 9th Workshop on EMC of Integrated Circuits - (EMC COMPO 2013) 15 - 18 Dec 2013, Nara, Japan
3. 17th IEEE Workshop on Signal and Power Integrity (SPI 2013) 12 - 15 May 2013, Paris, France
4. 35th Annual EOS/ESD Symposium (ESDA), 4 - 13 Sep 2013, Las Vegas, NV, USA
5. 2014 Global Symposium on EMC, SAFETY and Product Compliance Engineering (GLOBESPACE) 3 - 6 Mar 2014, Tel-Aviv, Israel

Mr. Archambeault moved to approve technical co-sponsorship of SPI 2013. The motion was seconded and approved.

Mr. Archambeault moved to approve technical co-sponsorship of the 2013 EOS/ESD Symposium. The motion was seconded and approved. Don Heirman asked to be recorded as abstaining to vote.

Mr. Archambeault moved to approve technical co-sponsorship of the Globespace 2014 conference. The motion was seconded and approved.

It was noted that EMC Europe 2013, over 2 - 6 Sep 2013, in Brugge, Belgium has been pre-approved for a multi-year technical co-sponsorship with the EMC Society (Conference # 30136). Also, EMC Europe 2014, over 1 - 4 September 2014, in Gothenburg, Sweden was pre-approved (Conference # 30644).

REGIONAL CONFERENCE COORDINATOR

Janet O'Neil advised that since the last Board meeting, a tabletop show in Santa Clara took place on October 11. Speakers included Consultant Doug Smith on ESD and Dr. Ege Engin of San Diego State University on power integrity. Some 70 people attended, including 28 exhibitors. Caroline Chan submitted a write up and photos for the EMC Magazine, 4th Qtr issue. For next year, several tabletop shows are planned including March 19 – in Milwaukee, Wisconsin with speaker Kenneth Wyatt of Wyatt Technical Services LLC. Milwaukee Chapter Chair Jim Blaha of GE Healthcare will organize the event. For April/May, there will be tabletop show coordinated with the

Los Angeles and San Diego chapter chairs at the Hilton San Diego Bayfront hotel. This is an opportunity to see if this location would be suitable for a potential IEEE EMC Symposium. The exhibitors present could weigh in with their opinions. On May 7 the Chicago, Illinois chapter will have a tabletop show with multiple speakers will present on various topics. Frank Krozel of Electronic Instruments Associates will organize the event. Shows will also be held in May in Detroit, Michigan - Scott Lytle of Yazaki North America will provide details when available – and in October in Santa Clara Valley, California - Caroline Chan of Lockheed will provide details when available.

In Region 9, Ms. O’Neil noted there was an IEEE EMC Society Sao Paulo Chapter event on April 26-27, 2012 at the University of Sao Paulo. Speakers included EMC Board members Dan Hoolihan and Bruce Archambeault as well as past Board members John Norgard and Carlos Sartori. Philip Keebler of EPRI was an invited speaker on Nuclear EMC. Some 100 people attended. Carlos Sartori was in charge of the event. For 2013, due to the success of the above event, she suggested scheduling a one day seminar in Sao Paulo (Monday), Buenos Aires (Wednesday) and Columbia (Friday). The same program could be presented in all three locations. Carlos Sartori (University of Sao Paulo), Gustavo Fano (University of Buenos Aires) and Camilo Younces-Velosa (National University of Colombia), the Columbia EMC chapter chair, will help organize and promote these events. A membership campaign could be offered to recruit new members. This will be discussed further.

TOTE BAG POLICY

Mr. Archambeault moved to update the EMC-S policy on tote bag stuffing to allow brochures from Symposia/Conferences which EMC-S has agreed to be Technical co-Sponsor. Brochures from other conferences/meetings must be approved at least 30 days in advance of the tote bag stuffing by VP Conference Services. The motion was amended was seconded and approved.

Mr. Archambeault moved to update EMC-S tote bag stuffing policy to allow exhibitors to include a ‘coupon’ which is redeemable at the Exhibitor’s booth for an actual usable item (such as a pen, cup, etc) without requiring the attendee to complete a survey or other form. The motion was amended was seconded and approved.

FUTURE SYMPOSIUM ATTENDANCE

Mr. Archambeault reviewed several slides on past symposium paper submittals and registration numbers. This showed a steady decline since 2004 (with the exception of 2007 in Hawaii). He suggested the Board needs to make changes to remain competitive. Ideas include a new process to select symposium venues, mini-conferences under the EMC-S Symposium umbrella and special Transactions issues. Examples to expand on these ideas were presented in his report.

13.0 STANDARDS SERVICES

Don Heirman, Vice-President for Standards, presented his report. (See VP Standards report – Project Status 2012 11_30_IEEE_emc_sdcom_dnh.) Leadership of the Standards Development Committee (SDCom) includes Alistair Duffy as Chair, Kermit Phipps as Vice-chairman and Ed Hare as Secretary. SDCom met in person before the Board meeting. As a result, several standards were discussed; the updated status is included in the VP Standards report. The committee addressed the merger of SDCom and the Standards Education and Training Committee (SETCom) into the new **Standards Development and Education Committee (SDECom)**. They reviewed SDCom policy and procedures to add an Education and Training Coordinator (ETC) as an officer position. SDECom is now looking to fill the ETC position. Other meeting activity included significant discussions about improving communication with standards Working Groups. A Study Group was formed to look at sub-10-cm size enclosure shielding effectiveness. The committee agreed to joint participation with SC-1 on smart-grid standards including support of a workshop at EMC 2013 in Denver. They are trying to find ways to make use of a Standards travel grant to partially support WG member travel to WG face to face meetings not held at the annual symposium.

Regarding the Standards Advisory and Coordination Committee (SACCom), leadership includes John Norgard, Chairman; Andy Marvin, Vice-chairman and Don Heirman, Secretary. Thirteen SACCom members representing 19 non-EMC-S standards organizations met before the Board meeting. They discussed ways to better communicate between SACCom reps and SDECom to find common areas where work can be exchanged.

Mr. Heirman showed a Standards member benefit proposal called VuSpec which is a collection of IEEE Standards. Mr. Pettit asked why the IEEE Standard 299 on shielding effectiveness shows it being sponsored by the EMC Society, but the Power Engineering Society is shown in larger type font size above the EMC Society. Mr. Heirman agreed to look into this.

14.0 NEW BUSINESS

The following topics were discussed under "New Business":

15.0 FINANCIAL IMPACT OF APPROVED MOTIONS

Francesca Maradei advised the total financial impact of motions made during the November 30-December 1 meetings is \$150 for the technical co-sponsorship of the SPI 2013 conference, the 2013 EOS/ESD Symposium and the Globespace 2014 conference (\$50 per event).

16.0 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.

17.0 CLOSING REMARKS

President Pettit thanked the Board for attending and contributing to the meeting. The next Board meeting will be on March 7 in Lincroft, New Jersey.

18.0 ADJOURN

The meeting adjourned at 12:00 pm.

Submitted by:



Janet O'Neil
Secretary, EMC Society Board of Directors