IEEE Electromagnetic Compatibility Society
Technical Advisory Committee

August 6, 2009, Conference Call Minutes

Attendees:
Society Chair – Elya Joffe
TAC Chair - Bruce Archambeault
TAC Vice Chair - Jun Fan
TC1 - Kimball Williams, Doug Kramer
TC2 - Don Heirman, Tom Fagan, Cliff Hauser
TC3 - Dave Southworth
TC4 - John Archer
TC5 - Bill Radasky
TC6 - Tom Fagan, Cliff Hauser
TC7 - Frank Sabath
TC8 - Richard Georgerian
TC9 -
TC10 - Antonio Orlandi, Xiaoning Ye
TC11 - Chris Holloway and Marina Koledintseva

Topic 1: Approval of August 2008 and May 2009 meeting minutes (please review on TAC web site in advance) (ALL)
All three minutes, including the ones for the two August 2008 meetings during the Detroit symposium and the one for the May 2009 Philadelphia meeting, were approved with no opposition.

Topic 2: Welcome new TAC Secretary (Kermit)
Kermit couldn't attend the conference call this time.

Topic 3: Revival of quarterly TAC telecons and schedule (ALL)
Bruce suggested restarting quarterly TAC teleconference calls. Suitable scheduling issues were discussed. It was proposed that each teleconference call be held approximately two weeks before a BoD meeting. Bruce shall send out a meeting proposal with possible dates in advance, and these dates may be adjusted for major events. Work days are preferred than weekend days. Meeting time around 11:00 AM (US Eastern Time) was determined to be acceptable.

Topic 4: New requirements from IEEE for Technical Co-sponsorship of conferences (ALL)
Elya briefly introduced a new requirement from IEEE regarding technical co-sponsorship of conferences. Basically every MOU now must go to the IEEE board for approval, which means another two months in application process and adds scheduling issues. Discussions were carried in terms of its potential consequences on EMC society's current procedures and whether it could be effective to ensure the technical quality of the co-sponsored conferences. The bottom line is that this is a done-deal from the IEEE

headquarter. At this stage, there's no change as far as the TAC procedures are considered. It was determined that further discussions on this issue shall be carried out in the EMC board level.

Topic 5: Request for Technical Co-Sponsorship for EMC Europe 2010 (ALL)
Motion to approve the request for TCS for EMC Europe 2010 was voted without discussions. All TCs voted Yes except TC9 as there's no representative from TC9. The motion was thus carried.

Topic 6: Set agenda for coming TAC meetings during conference (ALL)
Bruce asked each TC to have a written report for the upcoming TAC meeting in Austin during the annual symposium. The report doesn't have to be an official one, but shall be something that can be displayed during the meeting. *An action item was assigned to Bruce* to send out a template. Each TC can then modify it according to specific status of the TC.
Bruce also asked each TC to update TC officer information.
Any other proposals/suggestions for the meeting agenda were postponed to the last discussion item of the teleconference call.

Topic 7: TC web pages (Bill Radasky and ALL)
Bill raised the issue of the procedure change regarding TC web pages. Since Todd Hubing was in charge of our society's website, there's a change in the web page updating procedures. Any updates now have to be submitted to webmaster for posting. However, TCs were not informed about this procedure change. Bruce proposed to give each TC some flexibility. They shall either send materials to webmaster for posting or have their own account and password for website maintenance. *An action item was assigned to Bruce* to send out written instructions on web page updating. In the future, TCs shall be notified about any procedure changes.

Topic 8: Patent disclosure statement and non-commercialization policy for PARs
(Kermit Phipps)
This item was postponed to the TAC meeting in Austin, since Kermit was absent.

Topic 9: Symposium Technical Guidance document approval (ALL)
Bill pointed out some inconsistent contents in the document regarding the approval and review process for invited/special sessions. This sparked some discussions on the current process. Bruce clarified the issue and everybody agreed that the papers in the invited/special sessions have to be peer reviewed to ensure their technical quality. Bill also had some minor comments for the document. Bruce will make appropriate changes according to Bill's comments. It was decided that the document needs another round of TAC discussions before it can be sent to the board for approval.

Topic 10: Discussion on TAC organization and future topic areas (ALL)
Elya briefly highlighted his proposal for TAC re-organization, new-alignment of technical areas with international standards, and future topic areas. *An action item was*

assigned to Bruce to send out the written material of Elya's proposal to all TCs, so that more discussions can be carried out in the upcoming TAC meetings in Austin.

Then discussions were focused on a few levels, including the importance of establishing a new low-frequency high-power EMC area, and how new areas can be established. Bruce suggested that the future TAC discussions shall be focused on: 1) should any current TCs be merged? 2) should any current TCs be broken into multiples ones? 3) should new TCs be established? In addition, Bruce wanted all the TC chairs to review the scopes of all the current TCs, not only their own, and find out if there's overlap or if there's anything missing.

Elya wanted to have a TAC report on this issue in the Thursday night BoD meeting during the symposium.

Topic 11: New business (ALL)

Elya raised two items: 1) outcome of the Russia symposium; 2) technology navigator. Both items will be discussed in the upcoming TAC meetings in Austin.

Frank added an agenda item for the Austin TAC meeting to discuss what to do with bad feedback from technical co-sponsorship.

Meeting adjourned at around 12:30 PM (Eastern Time).