

**APPROVED MINUTES**  
**OF THE IEEE EMC SOCIETY**  
**BOARD OF DIRECTORS MEETING**

**March 17, 2006**  
**IEEE Headquarters**  
**Piscataway, New Jersey**

**MEMBERS PRESENT (21)**

B. Archambeault  
H. Benitez  
C. Brench  
A. Drozd  
R. Ford  
F. Heather (via telecom)  
D. Heirman  
L. Hill  
D. Hoolihan  
E. Joffe  
W. Kesselman  
M. Montrose  
J. O'Neil  
S. Nitta  
J. Norgard  
G. Pettit  
R. Scully (via telecom)  
D. Staggs  
D. Sweeney  
R. Wallen  
K. Williams

**MEMBERS ABSENT (2)**

M. Hatfield  
F. Maradei

**GUESTS (2)**

R. Hofmann  
J. LaSalle

## 1.0 THE PRESIDENT'S OPENING REMARKS

President Drozd called the meeting to order shortly after 9:00 am. A round of introductions was made. President Drozd presented the agenda. (See Agenda dated March 17, 2006.) President Drozd thanked the IEEE Meeting Planning Services department for their assistance in setting up the meetings this week. He reviewed suggestions for conduct and processes to follow during the Board meeting. The meeting agenda was presented and approved. **Don Heirman moved to approve the consent agenda as presented. The motion was seconded and approved.**

## 2.0 FINANCE COMMITTEE REPORT

Kimball Williams presented the finance committee report. (Reference Finance Report.) The 2007 page count of 950 for the Transactions on EMC was presented, with no special issues. The fee for EMCS membership was proposed at \$25.00/year. Optional costs for print copies of the Transactions were shown as currently \$25 and \$15 for members. The non-member fee is \$325 (2005 rate). A recommendation on these optional fees is expected from TAB by April 1.

## 3.0 SECRETARY'S REPORT

Secretary O'Neil noted that the minutes of the November Board meeting in Portland were previously approved as part of the consent agenda. **Janet O'Neil moved to institute a policy that approved minutes only and selected attachments be posted to the EMCS website. The motion was seconded and approved.**

## 4.0 TREASURER'S REPORT

Treasurer Warren Kesselman briefly summarized his report. (Reference Treasurer's Report.) Regarding 2005 operations, IEEE 2005 post-closing, pre-audit financials indicate that EMCS had a positive 2005 operations net of \$158,500. Regarding 2006 operations, IEEE's approved EMCS 2006 budget projects a \$29,600 deficit. This is based on estimated income of \$1,415,100 and expenses of \$1,444,800. Market fluctuation is not considered in the budget. Mr. Kesselman referenced the "Cost Center Summary" for 2005 and 2006 for budget breakdown information.

## 5.0 EMC SOCIETY 50<sup>TH</sup> ANNIVERSARY COMMITTEE

Dan Hoolihan presented his report. (See History/Anniversary Report.) He introduced Fred Nebeker of the IEEE History Center and Lauren Hall of IEEE Creative Services. Mr. Nebeker noted the status of the oral history interviews and the process they are following to complete these. Oral interviews have been completed on Leonard W. Thomas, Sr., James P. McNaul (the 2<sup>nd</sup> President of the EMC-S), Joseph F. Fischer (13<sup>th</sup> President of the EMC-S), Ralph Showers, Warren Kesselman, as well as Chester Smith, Anthony G. Zimbalatti, and Milton Kant (who are founders of the EMC-S). There will be a future interview of William Eugene (Gene) Cory (14<sup>th</sup> President of the EMC-S). The IEEE History Center will provide materials for the booklet on the history of the EMC Society. Lauren Hall showed examples of material her department has created in the past for various IEEE Societies. Ms. Hall will help with plans for the "History Booklet." This work is being coordinated with the IEEE History Center. Ms. Hall's department also created the 50<sup>th</sup> Anniversary logo, which is included in Mr. Hoolihan's report. Ghery Pettit and Flavio Canavero will create a special issue of the Transactions in 2007 to commemorate the 50<sup>th</sup> Anniversary. This will be similar to the EMC

Society's Silver Anniversary Special Issue (Volume EMC-25 – No. 3) published in August 1983. The committee hopes to benefit from the IEEE's recent efforts in digitizing all Transactions and past EMC Symposia records prior to 1988 and placing them in the electronic library to be accessed via Xplore. Mr. Hoolihan noted that all EMCS symposia records from 1998 to 2005 are available on Xplore. The committee is discussing coordination of the costs for putting all 50 years of the EMC-S Transactions on a DVD with the IEEE as part of this "digitization" project. They also continue to research the pricing and methods of putting the EMC-S Symposium Records on a DVD. Mr. Hoolihan's report includes a list of other special anniversary recognition items such as lapel pins, special plaques for pioneer technical papers, and a luncheon for the founders and past presidents of the Society, among other items. He noted that there are financial challenges to accomplish all the ideas proposed by the 50<sup>th</sup> Anniversary Committee. Members of the Anniversary Committee are shown in Mr. Hoolihan's report.

## **6.0 COMMUNICATION SERVICES**

Ghery Pettit, Vice-President for Communication Services, presented his report. (Reference VP Communications report.) He summarized the activities under Communication Services as follows:

### **NEWSLETTER**

Janet O'Neil, Newsletter Editor, advised that the Winter 2006 issue is at the printers and will be mailed shortly. As with the past issue, it is 96 pages. There are three practical papers that span 22 pages. One of these is the second part of a three-part paper on PDN design strategies. It's interesting to note that there is always a mix of authors based in the US as well as outside the US, most notably Europe for the practical papers. The book review is on Clayton Paul's newly published second edition of his popular "Fundamentals of EMC" book. The book review is followed by a "call for authors" from Ray Perez for IEEE Press. Many of the standard articles are included, i.e., President's Message, Chapter Chatter (at 16 pages this issue), Personality Profile (covering our four new Fellows), Standards Activity, Board of Directors Activities, etc. Regarding the Fall 2005 special symposium issue, there were 12.16 pages of paid advertising and the revenue generated was \$18,474.99, of which the EMC Society will collect \$10, 925.37 (the difference is retained by the IEEE to pay ad sales commissions, sales management fees, and advertising support production). This is higher than the Summer 2005 issue with 10.83 pages of paid advertising and ad revenue of \$8,595.60. We are still following the trend where the ad revenue offsets approximately 50% of the cost of each issue of the Newsletter. In her last report, Ms. O'Neil noted the discussions with the EMC 2006 symposium committee, Barry Wallen, and the finance committee about bundling the symposium advance program with the Newsletter to save money. The Spring 2006 issue will feature the abstracts of all papers accepted at EMC 2006 along with some highlights of workshops and social activities planned during the symposium week. IEEE Media is heavily promoting this issue as they expect it will have a long shelf life and that people will keep it and take it to the symposium with them. They are selling cover ad spots that will be on either side of this special insert of the symposium information, i.e. it will look like a special issue within the Newsletter, but there will only be one binding to keep this cost low. Related to general activity, copies of the Newsletter have been sent to several conferences, including the EMC Zurich in Singapore conference to promote this member benefit from the EMC Society membership. The new Design Tip section of the Newsletter will be launched in the Summer 2006 issue. IEEE advised that they have made some inroads during 2005 in getting cost reductions from their printer. For example, the Fall 2005 issue at 96 pages cost

about the same as the Winter 2005 issue at 80 pages. Ms. O’Neil advised that she will attend the annual IEEE Panel of Editors meeting on March 31-April 1 in Montreal, Canada.

**TRANSACTIONS ON EMC**

Mr. Pettit reviewed the report provided by Flavio Canavero, Transactions on EMC Editor in Chief. He recalled the motion approved at the last Board meeting related to a special issue of the Transactions that would include modified papers presented at the EMC Zurich in Singapore symposium. He would like to revisit this issue to set limits on what is acceptable for the Transactions and present a new motion for presentation to the Board in May.

Mr. Pettit moved to rescind the motion originally presented at the November Board meeting:

**“Ghery Pettit moved to approve publishing papers from the 2006 EMC Zurich in Singapore conference in the Transactions on EMC. The motion was seconded and approved. Todd Hubing, Francesca Maradei, and Heyno Garbe abstained from voting.”**

As part of the motion, the procedures to review and accept papers from non-IEEE conferences will be presented at the May Board meeting.

**The motion was seconded. John Norgard and Mark Montrose voted against the motion. There were no abstentions. The motion passed by more than a two-thirds (2/3) majority of votes in accordance with Roberts Rules of Order.**

Mr. Pettit presented Flavio Canavero’s report on Transactions. Following is a review of submitted papers:

**Number of New Submissions of Regular and Short Papers**

Year	2000	2001	2002	2003	2004	2005
Number of manuscripts	106	110	130	160	187	187
Variation from previous year		+3.8%	+18%	+23%	+17%	0%

Since 2004, the submissions have reached a new steady state, which is approximately double of the level of submissions it used to be before year 2000. The November 2005 issue was delayed by more than a month, as this was almost double the page count of the previous issue. This issue included all publication backlog built up in 2005 (there was a special authorization following the Society Reviews by IEEE in June to exceed the page budget). The February issue will be presumably released with a delay of two to three weeks. Recently, communication with the Publication Department has been more difficult. Following is a review of the final page count per issue for 2005:

**Final Page Count for 2005**

Issue	Feb	May	Aug	Nov
Number of printed pages	208 + 4 (cover)	196 + 4 (cover)	272 + 4 (cover)	368 + 4 (cover)
Page count	208	404	676	1060

Professor Canavero is now planning the page count budget for future years considering the following: 1. the number of submitted papers is now stable over the years, around 200 per year, 2. the acceptance rate is another stable parameter, whose value is 50% of the submissions, 3. the average number of pages per paper is 8, estimated on the published issues of the last years, and 4. the partial count of pages needed to accommodate the regular papers of one year is 800. Professor Canavero noted that it is also important to consider having a special issue every year, in order to continue the tradition of the journal. He proposed allocating a fixed number of pages, for example, 100 pages per year for a special issue. With cover pages, announcements, letters of the Editor in Chief, list of the reviewers, and indexes, the grand total for the page count is 950 pages per year. Professor Canavero also noted that this is the time to activate the process for the selection of the Transactions Best Paper. His report detailed the procedure for this process. Regarding the future issues, for the years beyond 2006, he has received two formal proposals for special issue topics that are under consideration. One proposes the topic "Validation of Computational Electromagnetics" by A. Duffy, and the second proposes the topic "EMC in Aerospace Systems" by R. Perez. Descriptions on these topics provided by the proposers are included in his report.

#### WEB

Mr. Pettit advised that Nigel Carter is now the web site manager and is in the process of hiring Shannon Archambeault of Draconis Design to perform the web maintenance function.

#### IEEE PRESS

Ken Moore of IEEE Press gave a presentation on his department's services. Discussion ensued about the review process for IEEE Press books. Mr. Moore requested reviewers from the EMC Society to ensure a high level of technical quality for the publications. Mr. Montrose spoke as a member of the IEEE Press Board about the review process. The consensus of the Board was that the IEEE Press should follow the same review process established by the Transactions on EMC and the Symposium papers. **John Norgard moved that the IEEE Press manuscript review process must go through the Technical Activities Committee to assign reviewers. The motion was seconded and approved.**

Next, Mr. Pettit noted some of the highlights of the report by Ray Perez, the EMC Society Liaison to IEEE Press. There is no outlay of royalties received by the EMCS in this status report. There have been several recent staff changes in the IEEE Press and the new personnel responsible for doing this accounting has not yet produced the required data. He will prepare a summary report for the August 2006 Board meeting. The report reviews the inactive work, books in progress, and prospective new business. He is still striving to look for new authors and eventually new books. During the 2005 Symposium in Chicago, a letter was written to each of the TC chairs in order to solicit their help in finding qualified prospective authors within their organizations. As a result of that effort, two prospective authors were contacted and information sent to them for helping them write a book proposal. However, that effort was done in the fall of 2005; to date no book proposal has been received. A "Call for Authors" ad was submitted to the EMC Newsletter and will appear in the Winter 2006 and Spring 2006 issues. At the IEEE Press Meeting in January 2006, great emphasis was placed on working with volunteers who would serve as reviewers for: a) evaluating book proposals, and b) reviewing author-submitted manuscripts for eventual book publication. The review process of prospective manuscripts for book publication is a tedious endeavor and requires

the commitment of individuals who are already very busy. Mr. Perez requested the Board's consideration of a future plan for rewarding these individuals with some form of "thank you" on behalf of the EMCS. IEEE Press is also considering its own form of recognition.

## **PUBLIC RELATIONS**

Dave Staggs advised that the previous EMCS promotional VHS video titled "...EMC Challenge ..." is somewhat outdated, but still usable. It was created in the early 1990s and has been converted to DVD. The quality of the conversion is not very good. The zooming in and out throughout the video, once converted to DVD, is very "stepped or jerky", not smooth like the VHS original. This conversion was performed with a VHS player and a computer. The design of the new EMCS lapel pin is ongoing and will include the 50<sup>th</sup> Anniversary logo design. When the design is ready, the variations of the design will be brought to the BoD for review and selection. The target date for this design presentation is the August 2006 BoD meeting.

## **HISTORY**

Dan Hoolihan's History report is covered in his report on planning for the 2007 symposium.

## **7.0 STANDARDS SERVICES**

Don Heirman, Vice-President for Standards, presented his report. (See VP Standards Services Report.) Standards activity covers three major areas: The Standards Education and Training Committee (SETCom), the Standards Advisory and Coordination Committee (SACCom), and the Standards Development Committee (SDCom). The new SETCom chair is Qiubo Ye, a Project Leader with the Communications Research Center in Canada. The new SACCom vice-chair is Dave Guzman of RF Tek in Raleigh, North Carolina. Elya Joffe remains as chair of SACCom. Mr. Ye was profiled in the Winter 2006 EMC Newsletter in Mr. Heirman's Standards Activity column. Mr. Guzman will be profiled in the Spring 2006 EMC Newsletter. The SDCom continues to be chaired by Stephen Berger.

Mr. Heirman reviewed the activity from the previous day's standards committee meetings. Regarding the SDCOM activity, the committee reviewed the status of an EMC specification for Voting Equipment (Std 1583). Portions of the specification include requirements issued by the Election Assistance Commission (EAC). They are proposing levels of immunity that may be too lenient. The committee reviewed EMC Specification for Homeland Security. This involves issues of the immunity severity being sufficient. The committee approved a PAR for shielding effectiveness of enclosures with linear dimension of 0.1 m to 2 m. They also continue their work reviewing "Interference and Coexistence Analysis of Software Defined Radio" (Std P1900). A new study group has been formed on regulatory compliance for radio systems with dynamic spectrum access. Participation in principle has been established. Various liaisons have been suggested, e.g., the Software Defined Radio Forum (SDR Forum). An external coordination planning committee has been formed to address this topic. Mr. Heirman noted that P1775--Powerline Communication Equipment - Electromagnetic Compatibility (EMC) Requirements - Testing and Measurement Methods--is not well represented by the EMCS. This must be addressed. Also, the spectrum management interference issue needs to be included in the EMC scope. For example, wireless and SDR topics are blurring the line.

Mr. Heirman discussed the results of the standards leadership solicitation initiated by him and publicized by Elya Joffe. A total of 14 people responded and a new chair of the SETCOM was appointed. In addition, candidates for SACCOM leadership were identified. New volunteers responded from outside IEEE regions 1-6.

Mr. Heirman noted that the SACCOM did not meet in Piscataway. The next series of standards meetings would be in May in Germany.

## **8.0 MEMBER SERVICES REPORT**

Elya Joffe presented the report on Membership Service. This includes a report on the budget for Membership Services. (See VP Member Services Report.)

### **AWARDS**

Bruce Archambeault gave a report on the EMC-S Awards. (See Awards Report.) He documented the process for the awards presentation based upon the format utilized in Chicago. Mr. Archambeault moved that the awards ceremony shall be carried out as documented in the EMC Society Symposium Handbook. The Board of Directors must approve all deviations to this standard ceremony at least five months in advance. The motion was seconded and approved.

**Mr. Archambeault moved to add a cash award to the existing certificates. The Chapter of the Year award will include a \$250 US award, and the Most Improved Chapter of the Year award will include a \$125 US award. The motion was seconded. Dan Hoolihan moved to amend the motion to increase the most improved chapter award from \$125 US to \$250 US. The amended motion was seconded. John Norgard moved to amend the motion to further raise each award from \$250 to \$500. The amended motion was seconded. The motion failed. Don Sweeney abstained from voting. The Board then voted upon the amended motion moved by Dan Hoolihan, which passed.**

**Mr. Archambeault moved to create a Chapter Founders Award. This will be given annually if appropriate to a person(s) who has founded a new chapter or refounded a previously dissolved chapter. The award will consist of a plaque. The motion was seconded and approved.**

**Mr. Archambeault moved that the Transactions Prize Paper Award be renamed the Richard B. Schulz Best Transactions Paper Award. The motion was seconded and approved by acclamation.**

Mr. Archambeault also noted other considerations to enhancing the awards ceremony, including posting photos in the reception area of major award recipients. Also under consideration are moving the major awards to the gala event. John Norgard, as a member of the IEEE Electromagnetics Award committee, noted that they have a candidate from the EMC Society that they are sponsoring for 2006. Clayton Paul received this award in 2005.

## MEMBERSHIP DEVELOPMENT

Dave Staggs reported on membership statistics. As of January 2006, the total number of active EMCS members was 4,192, down 1.7% from this same time in 2005. The most current on line SAMIEEE membership database shows that the EMCS has 4,201 active members, of whom 452 are Senior Members, 203 are Student Members, and 75 are Fellows. Total IEEE membership is 347,670 as of January 2006, down 1.7% over 2005 numbers. Student membership within IEEE continues, however, to remain strong. The new membership application form was discussed. This includes a new “affiliate” membership option per IEEE bylaws. The new form is included in the VP Member Services Report.

## DISTINGUISHED LECTURER (DL) PROGRAM

Chair Lee Hill presented a brief report summarizing the DL program.

## CHAPTER ACTIVITIES

Elya Joffe reported in the absence of Francesca Maradei. He provided her report on the status of Chapters and Angels. (See Chapter Coordinator’s report included within the Membership Services report.) The new Australia (Victoria Section) EMC Chapter has been approved on January 27, 2006. The new chairman is Malcolm Mulcare. Ms. Maradei noted that the Pittsburgh Chapter has completed the procedures for its approval. Michael J. Oliver is the new chapter chairman. Bob Scully noted that IEEE approved his petition to form a joint Galveston Bay/Houston EMC Chapter. John Osburn has initiated the reformation of the Fort Worth EMC Chapter, also in Texas. Efforts continue on a new Chapter in Vancouver/British Columbia, Canada. In Region 8, there is activity for a Czech Republic joint EMC/MTT/AP/ED chapter, following the efforts exerted at the St. Petersburg Symposium on EMC. In Region 9, new EMC chapter activity continues in Mexico and Argentina. As a result of the meeting in Taipei, there is potential for a new EMC Chapter in Bogotá, Columbia. In Region 10, activity is underway for new Chapters in Thailand, Hong Kong, Bangalore, and Hyderabad. Ms. Maradei noted that Professor Nekhoul Bachir is interested in forming a new EMC Chapter in Algeria. She concluded her report noting the Montreal Chapter is on a “watch list” due to inactivity. The Central & South Italy Chapter was removed from the watch list as they reported activity at the end of the 2005. Regarding Chapter Retreats, one was held on February 28 in Singapore. This initiated the activity with the Thailand and Hong Kong potential

new chambers. Representatives from 10 chapters in the area attended. Frank Sabath is helping organize a retreat on September 11 during EMC Europe 2006 in Barcelona. The objectives of the Chapter Retreats are primarily focused on the exchange of information and experience between Chapter officers, discussion of current problems, coordination between different chapters, and providing advice /assistance for less active and new potential chapters.

## FELLOW SEARCH

Elya Joffe reported for Heyno Garbe, chair of the committee, that there are three candidates for Fellow received from Japan, one from Germany and one from Greece. In total, there are seven candidates for 2007. Mr. Joffe advised that a review of the activities/purpose of the Fellow Search committee is necessary to make sure the committee conforms to IEEE policy related to Fellows. Mr. Drozd asked if Mr. Joffe would chair a task force to address the Fellow Search committee and report at the May Board meeting. Mr. Joffe agreed to chair this task force. Mr. Joffe noted that the Fellow Evaluation Committee consists of five EMC Fellows who do not serve as a reference for any of the candidates.

## NOMINATIONS AND BYLAWS

Kimball Williams, Nominations Chair, noted that the nomination form for Board positions would be included in the Winter 2006 EMC Newsletter. Completed nomination forms are due by May 31, 2006.

## SURVEY

Fred Heather submitted a detailed report on the survey conducted in Chicago. Unfortunately, in the interest of time, this could not be presented during the meeting. It is posted to the FTP site under the Membership Services Report and will be presented at the May Board meeting. In general, the EMCS has loyal exhibitors who return year after year and give the annual EMC Symposium a 4 out of 5 rating (with five being the highest level of satisfaction). Exhibitors desire wireless Internet access, an exhibitor lounge, more time for the new product showcase, and a revised patron program. They are concerned about the decline in attendance at the annual symposium. Information from this survey will be used for the Exhibitor's Breakfast in Portland as well as for future symposium planning.

## PHOTOGRAPHY

Ken Wyatt is the EMC-S photographer. He continues to assist the Newsletter editor in providing photos and cover artwork. He is working with Elya Joffe and Bruce Archambeault on the background for photos at the awards luncheon in Portland and may consider investing in a portable backdrop for future awards ceremonies so the photos are more professional. Following the Portland symposium, he will work with Dan Hoolihan on creating an archive of historical images. Any thoughts or suggestions for photography should be directed to Ken at [ken\\_wyatt@agilent.com](mailto:ken_wyatt@agilent.com).

## PACE

Mr. Joffe reported for Bill McGinnis. Mr. McGinnis has been working on PACE concepts and trying to evaluate previous efforts and why they were not productive. He developed a concept of providing seasoned and experienced review and critiquing of resumes that out of work members would be reading to send in with job applications. He thinks this would provide a useful service to members who need help. Bill believes that this could motivate some positive feedback if we included a listing on the EMCS web page and in the newsletter. He is working on fleshing out this concept and will develop several Power Point slides.

## REGIONS 8-10 REPORT

Mr. Joffe reported that membership development activities were carried out in conjunction with the following symposia: EMC Asia in Taipei, December 2005 - four new IEEE/EMCS members were recruited; EMC Zurich in Singapore, February 2006 - 17 new IEEE/EMCS members were recruited; INCEMIC in India, February 2006 - 12 new IEEE/EMCS members were recruited.

## TRAVEL ASSISTANCE SUPPORT PROGRAM

No report was received from Fred Heather on this program.

## MEMBERSHIP DEVELOPMENT TASK FORCE

Mr. Joffe reported that the second meeting was held on November 13, 2005, in Portland, Oregon. The practical outcomes of that meeting included: 1. sending letters from the President and VP for Member Services to new members joining the EMCS, 2. sending letters from VP for Member Services to newly elevated Senior Members (this resulted in requests for assistance to form new chapters in India and Australia (Queensland), 3. developing a membership brochure and customized application form, 4. reviewing the break down in attendance in Chicago'2005 for analysis of potential membership, and 5. initiating several Newsletter articles to be submitted in the near future

## SISTER SOCIETY PROPOSAL

Mr. Joffe noted that work has begun to identify candidate "sister societies". Such organizations exist in Australia, China, Japan, Malaysia, Israel, and several other countries. Work for development of the charter for the position of "Sister Society Coordinator" and MOU templates is under way. Candidates for the position of "Sister Society Coordinator" are being sought.

## IEEE FIVE-YEAR SURVEY

Dr. Elena Gertsman of IEEE reported on the results of the IEEE EMC 2005 member survey. 1,500 randomly selected EMCS members received the survey on line and as a paper copy. 562 members responded (37% return), with 235 responding on line and 327 using paper. She reviewed the demographics of EMCS membership noting that 96% are male, 58% have an advanced degree, 45% work in industry with 17% in academia, 56% pay their own dues, and 55% reside in the US. A considerable number of members also belong to other professional organizations such as NARTE. The response for the number one reason for EMCS membership was a tie between "Society Technical Meetings" and "Society Publications". Dr. Gertsman's complete presentation may be found on the FTP site under "Member Services Report."

## 9.0 TECHNICAL SERVICES

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

### TECHNICAL ACTIVITIES COMMITTEE (TAC)

The Chair of the Technical Advisory Committee (TAC) is Bill Strauss. Vice-Chair is Arto Chubukjian, and Secretary is Robert Scully. TAC has received three recent requests for Technical Co-Sponsorship, including: EMC 2007 VII Symposium on EMC, St. Petersburg, Russia, EMC UK 2006 in Newbury, England, and the 9<sup>th</sup> International Conference on EMC in February 2006, Bangalore, India. This latter request was received too late to be considered. TAC has formed an ad hoc committee to evaluate the technical co-sponsorship process and revise as necessary. TAC has been holding regularly scheduled telecons to stay current with activity. They are busy reviewing papers for EMC 2006 in Portland. 108 papers were received at the January 10<sup>th</sup> deadline. This was extended to January 24 and several more papers were submitted for a total of 170 papers. Authors will be notified about their paper status on March 27. Of these 170 papers, 38 were student papers, and 32 requested the “close format presentation” format.

### REPRESENTATIVE ADVISORY COMMITTEE (RAC)

Fred Heather gave a verbal report via telecom. The RAC/TAC annual luncheon plans for August are underway. The open positions on the committee include representation on the IEEE-USA Energy Policy Committee ([www.ieeeusa.org/committees/EPC/](http://www.ieeeusa.org/committees/EPC/)) and the IEEE Society on Social Implications of Technology (SSIT), ([www.radburn.rutgers.edu/andrews/projects/ssit/default.htm](http://www.radburn.rutgers.edu/andrews/projects/ssit/default.htm)). Mr. Heather would like new volunteers to fill these positions.

### EDUCATION AND STUDENT ACTIVITIES COMMITTEE (ESAC)

No report was received from Chair Maqsood Mohd. The Vice Chair is Bob Nelson and the Secretary is Randy Jost. Mr. Norgard’s report lists the subcommittees under the ESAC.

## 10.0 CONFERENCE SERVICES

Barry Wallen presented his report. (See VP Conferences Report.) He started his report by presenting three motions.

**Mr. Wallen moved to approve the EMC 2007 (Hawaii) interim budget. This shows a 20% surplus in accordance with IEEE and EMCS guidelines. The motion was seconded and approved.**

**Mr. Wallen moved to approve the EMC 2008 loan request of \$20,000, with 10,000 being an initial payment. The motion was seconded and approved. Kimball Williams abstained from voting.**

Mr. Wallen distributed a copy of Jim Blaha’s resume to the Board for review. **Mr. Wallen moved to approve Jim Blaha as the Marketing and Publicity chair on the EMCS Conferences Group. The motion was seconded and approved.**

Mr. Wallen provided the following update on EMC-S Symposiums:

**EMC'2005 Chicago, IL (Chair: Tom Braxton)**

Revenue was shown as \$1,023,532, expenses were \$851,446 for a net surplus of \$172,086. In total, there were 471 IEEE member full registrations and 191 non-member full registrations. There were 3,392 badges created for registrants, exhibitors, and companions. There were 223 booths, and 8 tabletop displays from 162 exhibiting companies.

**EMC 2006 Portland, OR (Chair: Henry Benitez)**

Henry Benitez reported that support services from the contracted IEEE Conference Management Services (CMS) have been reinstated. All continues on track.

**EMC 2007 Honolulu, HI 50<sup>th</sup> Anniversary Symposium (Chair: Janet O'Neil)**

Janet O'Neil reported that since the last Board meeting in November, activity has focused on marketing and finalizing the Global EMC University course. On marketing, a handout was created to promote EMC 2007 for Barry Wallen to distribute at the EMC Zurich in Singapore conference. Many key members of the Asian EMC community will be at this conference and Barry will meet with them to enlist their support for EMC 2007. He will also approach exhibitors at this conference to recruit them to exhibit at EMC 2007. Lastly, he will investigate the marketing/publicity used for EMC Zurich in Singapore to learn in what publications in the area the conference was advertised, etc. One of the goals of the EMC 2007 is to draw heavily from Asia to Hawaii to help offset expected reduced attendance from East Coast based EMC symposium attendees. Save the date Hawaii postcards were also sent to Singapore to distribute from the EMCS membership booth. Janet will work with Jim Blaha (Publicity Chair) to create a tri-fold brochure on EMC 2007 for distribution at the EMC tabletop shows this year, in Portland, and at non-IEEE conferences globally. PR reps (members of the IEEE EMC community) are being asked to take these to various EMC related conferences they attend in their respective areas internationally. Also related to marketing, Janet drafted an e-mail to send to all EMC symposium exhibitors that summarized key points made at the exhibitors breakfast in Chicago on what the committee's plans are to ensure good attendance at the symposium. GES (show decorator and drayage company) gave a presentation on the "Facts vs. Reality" about shipping to and exhibiting in Hawaii at the exhibitors breakfast in Chicago. GES offered to provide 30 days of free storage to EMC exhibitors in Hawaii who also exhibit at the MTT and AP Symposiums being held at the Hawaii Convention Center in June 2007. Their presentation highlights were also included in the e-mail to the exhibitors. Her report included an overview of the Global EMC University created by Clayton Paul and Flavio Canavero showing the topics and participating speakers. All speakers are confirmed and topics have been identified. Regarding the host hotel for EMC 2007, the contact with the Hilton Hawaiian Village has guest rooms priced at: \$189.00 garden view room rate/\$205.00 partial ocean view room rate/\$219 full ocean view rate. Prices are 2007 contracted rates, plus tax. These rates are in line with previous symposium hotels located in a major city.

**EMC 2008 Detroit, MI (Chair: Kimball Williams)**

All committee positions have been filled. The committee is holding monthly telecom meetings. The committee has requested a \$10,000 advance, which was approved earlier in the meeting. All activity appears to be on track.

## **EMC 2009 Austin, TX (Chair: David Staggs)**

Dave Staggs reports the current listing of the Symposia Committee includes: General Chairman – David Staggs, Vice Chairman – John O’Brien, Secretary – Michael Royer, Treasurer – Patrick Webb, Technical Program – Dr. Michael Foegelle, Exhibits/New Product Presentations – Mark Prchlik, Publicity (Public Relations) – Glen Watkins. The Austin Convention Center contract negotiations continue. The IEEE CMS contract should be signed in the near future pending a review of 2007, 2008 and 2009 contract pricing comparisons by the VP of Conferences.

## **EXHIBITOR LIAISON**

Janet has been working with Bruce Archambeault and the site selection committee for 2010. She has interviewed exhibitors on the pros/cons of each venue. She worked with Barry Wallen to draft an e-mail to send to all EMC exhibitors requesting their input on the two proposed venues (Fort Lauderdale and Washington DC) so their comments could be considered for the March Board meeting discussion, if they are interested in submitting their opinion. As noted above for EMC 2007, she sent an e-mail to all exhibitors reminding them about EMC 2006 in Portland, provided an updated on EMC 2007 and shipping to Hawaii, and listed the dates of the Chapter tabletop shows coming up in the first half of 2006.

## **GLOBAL EMC SYMPOSIA**

There was no report received from Nigel Carter, the Global Symposia Coordinator.

## **REGIONAL CONFERENCES**

Regarding regional conferences in Regions 1-7, Janet O’Neil reported that there are seven tabletop shows scheduled to date for 2006. This information was included in the e-mail to all EMC exhibitors along with the information on EMC 2007 from the Chicago Exhibitors’ breakfast noted above. These shows will also be shown in the Calendar Section of the EMC Newsletter, Winter 2006 issue. The shows include: 1. March 28, Milwaukee, Wisconsin, "Circuit Board Layout Strategies to Reduce Noise and Improve EM Immunity", presented by Todd Hubing, The University of Missouri-Rolla, 2. May 2, Canton, Michigan, EMC Fest 2006: "Fundamentals of EMC Modeling" presented by Bruce Archambeault, IBM, 3. May 16, Chicago, Illinois, 8th Annual Mini-Symposium with multiple speakers, 4. June 6, Waldorf, Maryland, a Tri-Chapter EMC Event on “Fundamental and Advanced Topics in EMC,” 5. July 11, Huntsville, Alabama, "The Fundamentals of EMC" presented by Clayton R. Paul, Mercer University, 6. July 13, Dallas, Texas, "The Bruce Lee Show" - EMC Design Concepts and Applications for the Real World presented by Bruce Archambeault, IBM and Lee Hill, Silent Solutions, and 7. July 21, Denver, Colorado, "Practical Measurement Techniques and Facilities for RF Testing" with multiple speakers. For more information on these shows, please contact the EMC Chapter Chair listed for each event in the Calendar Section of the Newsletter.

Frank Sabath reported on activities in Region 8. There will be a Region 8 Workshop on Computational Electromagnetics (CEM) Computer Modeling and Simulation on May 14, 2006, at the Hamburg University of Technology. The IEEE German EMC Chapter will host this. This will feature several European speakers on multiple topics as well as keynote speakers Bruce Archambeault of IBM and Andy Drozd of Andro Computational Solutions. All Board members are

invited to attend since this workshop will take place the same week as the EMC Board meeting in Hannover.

The following conferences will take place in Region 8: EMC Wroclaw 2006, EMC Europe 2006, and the VII<sup>th</sup> International Symposium on EMC and Electromagnetic Ecology.

Currently, the IEEE EMC-S is involved in the organization of workshops in Belgium (first half of 2006) and Barcelona (parallel to EMC Europe).

Regarding Region 9, Janet O'Neil reported that a tabletop show with speakers Clayton Paul and Bob Olsen is being planned for late June 2006 in Mexico City. Janet is working with Paco Sepulveda and the local EMC community to build enthusiasm for this event. A potential new chapter is under development in this area and the show would be a great catalyst to get the activity started. This will be held at IPN (Instituto Politecnico Nacional) in Mexico City; Dr. Linares is our contact there. Details to be confirmed shortly.

Regarding Region 10, Professor Shuichi Nitta distributed a hand out which showed the schedule of future EMC conferences in this region. He reported on EMC Asia in Taipei, December 2005 noting that there were 261 registrants, representing 21 countries. There were 123 papers, presented in 17 technical sessions, five special sessions, seven workshops, and 37 exhibitors. A lunch meeting was held at the conference venue to discuss the various EMC conferences in Asia and how to organize them. Elya Joffe also attended this meeting with Professor Nitta. A follow on meeting was held during EMC Zurich in Singapore, March 2006 on this topic. Professor Nitta noted the EMC Membership booth was at these conferences as well as at INCEMIC in India, February 2006.

## INSTITUTIONALIZATION OF EMC CONFERENCES

Mr. Wallen showed the current organizational chart for the structure of the EMC Conferences Group. Jim Blaha is the newest member for Marketing and Publicity as approved earlier in the meeting. This group held a meeting prior to the Board meeting and discussed issues such as the traditional poster sessions, registration and exhibitor fees for EMC 2007 Hawaii, the annual Awards Luncheon, and updating the symposium manual, among other items.

## SITE SELECTION COMMITTEE

Bruce Archambeault reported on the two venues proposed for the 2010 Symposium. He referred to his letter to the Board dated February 16, 2006, which provided an update on the two venues. Mr. Archambeault reviewed the committee's concerns with the two venues, Fort Lauderdale and Washington DC. The site selection committee polled all the exhibitors to determine their thoughts on the Washington DC location. Mr. Archambeault summarized the results of the exhibitor poll. Following discussion on the pros and cons of each venue proposed for the 2010 Symposium, **Bruce Archambeault moved for the Board to indicate if there were two viable options to vote on at this meeting for the 2010 symposium in Fort Lauderdale at the Convention Center and Washington DC at the Wardman Hotel. Board members would vote yes, there were viable options, or no, there were no viable options. The motion was seconded. Via consensus, the Board approved Bruce's suggestion that this vote be taken using ballots.** Dan Hoolihan and Warren Kesselman were appointed by the President to distribute the ballots, count the votes, and announce the status of votes. The President confirmed the motion passed: 2 voted verbally yes (Fred Heather and Bob Scully

via speaker phone) and the ballot votes indicated 13 voted yes, 4 voted no, and there was 1 abstention (O'Neil). **Bruce Archambeault moved to vote by closed ballot on the selection of the 2010 symposium with choices being Fort Lauderdale at the Convention Center or Washington DC at the Wardman Hotel. The motion was seconded. A ballot vote was taken.** Attending the meeting via speakerphone, Fred Heather voted for Fort Lauderdale verbally and Bob Scully sent his vote via e-mail to President Andy Drozd. Mr. Drozd then entered a ballot vote for Mr. Scully and passed this to Dan Hoolihan and Warren Kesselman for counting purposes. Dan Hoolihan and Warren Kesselman distributed the ballots, counted the votes, and announced the results: **The votes returned indicated ten (10) for Fort Lauderdale at the Convention Center, nine (9) for Washington DC at the Wardman Hotel, and one (1) abstention.** The list of voting Board members was then matched to the sign in sheet circulated earlier in the day by the Board secretary. All voting Board members were also asked to raise their hands. The Secretary confirmed that there were 20 voting members present (18 in the meeting room and two on the speaker phone), plus the President, who does not vote except in the event of a tie or to defeat a motion. Dick Ford called for a "division of the house", but the President indicated this could not be done when the vote is taken by closed ballot.

## **11.0 OLD BUSINESS**

### **Schedule of Board Meeting in Germany**

President Drozd distributed a copy of the proposed schedule of meetings in Germany over May 16-18. Discussion ensued and resulted in the meetings being condensed over May 16-17. Secretary O'Neil advised she would send out the revised schedule to the Board.

## **12.0 NEW BUSINESS**

### **Terms of Office/Succession Plans**

President Drozd urged all Society officers to give serious consideration to identifying their potential successors, especially in light of the upcoming elections in November 2006 and in mind of the current policy on term limits for certain positions such as Secretary and Treasurer.

### **EMC Conference Delegations**

President Drozd would like to ensure there is EMCS representation at the March 26-29 PIERS 2006 conference in Cambridge, Massachusetts, at EMC Barcelona 2006 from September 4-8, and at EMC UK in Newbury, UK from October 17-18, 2006.

### **Electronic and Print Publications**

Barbara Lange of IEEE's Publications Department gave a presentation on "Research and Development in Publishing at IEEE". (See Xplore Update Report.) She noted that IEEE Publications generate nearly half of IEEE overall revenues. She discussed the role Xplore plays in providing a home for publications and for generating this revenue. Currently, Xplore is updated weekly with 2,000 to 3,000 new documents, or some 100,000 per year. Quarterly updates are provided to the system to enhance functionality, including the search and browse features. Xplore usage continues to grow. When it was launched in 2001, the average monthly download was 1.2

million. In 2005, that number was 5.3 million. Content access has shifted slightly with more users accessing conference proceedings than the Transactions. She reviewed usage data, the top article downloaded, and more in her report. She concluded by reviewing future IEEE Publication Plans, including new content format, practical content augments to research content, and the implementation of enhanced search tools.

Unfortunately, due to the lack of time, IEEE's new product "IEEE.tv" could not be presented to the Board. John Day, Senior Manager, Business Development, IEEE Regional Activities gave his presentation to President Drozd and it was posted to the Board's FTP site. (Reference "IEEE.tv" Report.) The mission of this work is "Leveraging the advancement of broadband technologies to enhance IEEE member value, increase membership and product sales, and advance IEEE as a leading-edge professional society."

### **Schedule of Meetings for 2006**

President-Elect Andy Drozd reviewed the EMC Board meeting schedule for 2006:

May 16-17, in Hannover, Germany

August 13 and 16, in Portland, Oregon

November 9-11, in New Orleans, Louisiana. These EMC meetings were scheduled around the IEEE TAB meetings, which will be held in New Orleans.

For 2007, President Drozd listed meeting locations and dates for other conferences/IEEE TAB meeting; perhaps the Board meetings could be held in conjunction with these meetings. The Board agreed to discuss this further, but requested that at least one Board meeting per year be held at the IEEE headquarters in Piscataway. The March 2007 meeting will be held at IEEE headquarters in Piscataway.

### **Governance/C&BL "Must Haves"**

Mark Montrose reviewed the IEEE and EMC-S governance documents. (Reference C&BL Must Haves Report.) He discussed the EMC-S Operating Procedures and Policy document. This effort to update these documents is ongoing. Several items were approved earlier in the meeting as part of the "Consent Agenda" including: 1. Rescind the 1993 Board policy mandating 3-meetings per year, 2. Obsolete the existing EMC Board of Directors Manual and replace it with the new Operating Procedures and Policy Manual, 3. Adopt a new Field of Interest Statement, and 4. Adopt editorial/grammar/non governance issues within the Constitution and Bylaws. Mr. Montrose will locate past policies to go into the next update of the Operating Procedures and Policy Manual.

### **13.0 ACTION ITEM REVIEW**

Secretary O'Neil reviewed the action items discussed during the meeting. An updated, consolidated list of action items will be sent to the Board following the meeting.

### **14.0 ADJOURNMENT**

There being no further business, the meeting adjourned at 5:10 pm. The next series of meetings will be held over May 16-17 in Hannover, Germany.

Submitted by:

Janet O'Neil, Secretary,  
EMC Society Board of Directors