

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

**The Hilton Hotel**  
**Phoenix, AZ**  
**March 20, 2009**

**MEMBERS PRESENT (22)**

H. Benitez  
C. Brench  
R. Davis (participated via speaker phone)  
A. Drozd  
R. Ford  
R. Goldblum  
F. Heather  
D. Heirman  
T. Hubing  
E. Joffe  
R. Jost  
J. LaSalle  
F. Maradei  
M. Montrose  
J. Norgard  
J. O'Neil  
G. Pettit (participated via speaker phone)  
R. Scully  
D. Staggs  
D. Sweeney  
K. Williams  
T. Yoshino

**MEMBERS ABSENT (0)**

**GUESTS (4)**

B. Archambeault  
W. Kesselman (participated via speaker phone)  
K. Phipps  
Q. Yi

## 1.0 THE PRESIDENT'S OPENING REMARKS

President Joffe called the meeting to order at 9:00 am. A round of introductions was made. Bob Davis and Ghery Pettit participated via speaker phone. President Joffe reviewed Board meeting protocol, the IEEE code of ethics, and upcoming activities (see President's Introductory Remarks). He handed to all BoD members a new welcome letter/kit he and Kimball Williams created for the newly elected Board members present, including Kimball Williams, John Norgard, Dick Ford, and Henry Benitez. He reminded Board members of the material on the Board FTP site and asked that everyone remember to review this prior to the Board meetings (<ftp://ewh.ieee.org>).

Mr. Joffe reviewed the activity of the Excom meeting held the previous evening. The meeting addressed administrative points including the agenda review, motions to be presented, etc.

Under the IEEE TAB report, Mr. Joffe talked about the last meeting he attended with President-elect Francesca Maradei. Topics of interest included the recent discovery of "fake" computer generated papers submitted to various IEEE conferences and then being posted to Xplore. The IEEE cautioned all Societies to be very careful in their respective paper review processes and be aware of this potential activity. The IEEE provided guidelines for Societies to protect themselves against this fraudulent activity. TAB also addressed cooperation between Societies on topics of mutual interest. IEEE is considering having presentations by one Society's Distinguished Lecturer available for presentations to other Societies. The question is if they should serve other Societies and if so, under what conditions? Lastly, TAB is making progress on the Technology Navigator (a.k.a. the Technological Roadmap).

## 2.0 CONSENT AGENDA MOTIONS

The agenda was presented for review. (See Final Agenda.) Bruce Archambeault requested the addition to the agenda of a new EMC-S Distinguished Lecturer. Mr. Joffe added this topic under the report of the Member Services VP. The consent agenda (see Consent Agenda Motions) includes: Approval of the March 2009 meeting agenda, approval of the November 2008 Board meeting minutes, approval of the Treasurer's report, approval of the Technical Co-Sponsorship for EMC Compo 2009 in Toulouse, France over November 17-20, and approval of the appointments of Tom Jerse as the new ESAC chair and Bruce Archambeault as the new TAC chair. **Don Heirman moved to approve the consent agenda as presented. The motion was seconded and approved.** The approved November 2008 Board minutes will be posted to the EMC Society website.

## 3.0 GLOBAL OUTREACH ACTIVITIES

Mr. Joffe gave a presentation on the outreach events at recent EMC conferences, including EMC Zurich 2009. (See Global Outreach.) Mr. Joffe attended this conference and represented the EMC-S. He noted there were no exhibits at the conference this year and no announcement was made relative to the next EMC Zurich Conference. Discussions were held with the IET about future collaboration with the EMC-S. Mr. Joffe also reported on the INCEMIC conference in Bangalore, India in November 2008 that he attended and gave the keynote address. Discussions were held with local members about forming a Bangalore EMC Chapter. Related to future outreach events in 2009, he confirmed plans for outreach events at the EMC Conference in St. Petersburg, Russia in June, the EMC Conference in Kyoto, Japan in July, and the EMC Conference in Xi'an, China in September. Future plans for 2009 outreach include a visit by Mr. Joffe and Takeo Yoshino to EMC Chapters and IEEE Sections in Region 10, including Korea in April, Australia in June, and Hyderabad in the second half of the year. There are also other locations being considered for 2009 and 2010, as noted in Mr. Joffe's report.

#### 4.0 PAST PRESIDENT AND FINANCE COMMITTEE REPORT

Past President Andy Drozd presented his report which included several motions. (See Constitution and Bylaws – C&BL – and FinCom Reports.) Mr. Drozd reported on proposed EMC-S Constitution and Bylaws policy changes related to Secretary and Treasurer appointed positions, appointment of a GOLD representative to the Board, nominations and election policy for Directors-at-Large. Proposed motions related to these topics were emailed to the Board prior to the meeting.

**Mr. Drozd moved to waive the full two week requirement to institutionalize a new policy that clarifies “Ex-Officio” status, including voting rights. The motion was seconded and approved.**

Mr. Drozd led a discussion on clarifying the appointed positions on the Board, “ex officio” status and voting rights of ex officio members. The motion related to “ex officio” positions on the Board not having voting rights was tabled.

Mr. Drozd led a discussion on the appointment of a GOLD representative to the EMC-S Board. The motion presented to appoint a GOLD member to the Board was tabled.

Concerning nominations to the Board of Directors, Mr. Drozd as past president will chair the 2009 nominations committee. Board members will include Francesca Maradei (Region 8, Italy) and Henry Benitez. Committee members not on the Board include Bruce Archambeault and Peter Leung (Region 10, Hong Kong).

**Mr. Drozd moved to approve the slate of nomination committee members. The motion was seconded and approved.**

Mr. Drozd then discussed Board election reform in order to increase representation from regions 7-10 and to ensure new candidates would have a better chance for election. His report outlines various suggestions to improve the Board election process. Mr. Drozd was tasked to chair a task force to review composition of the Board and Excom with task force members Elya Joffe and Don Heirman. They will submit preliminary findings in May and a full report in August.

**Under the FinCom report, Mr. Drozd moved to approve the non-member subscription fee price list in accordance with the recommended price as determined by IEEE for 2010. The motion was seconded and approved.**

**Mr. Drozd moved to approve a 2010 *Transactions on EMC* page count not to exceed 1,100 pages, including indexing pages, and to allow the EMC-S FinCom to make appropriate adjustments in order to assure a balanced budget. This includes a total of four (4) regular issues and one special issue for 2010. The motion was seconded and approved.**

**Mr. Drozd moved to approve the optional member *Transactions on EMC* (print copy) fee price list in accordance with recommended prices as determined by IEEE for 2010. This would amount to \$20 for the *Transactions on EMC*. The motion was seconded and approved.**

**Related to the 2010 EMC-S first pass budget expenses presented in his report, Mr. Drozd moved to approve the preliminary Officer, Committee and Other Budgeted expenses in the amount of ~\$257,000 (in accordance with EMC-27 1900 account line items), and to allow the EMC-S FinCom to make appropriate adjustments in order to assure a balanced budget. The motion was seconded and approved.**

Mr. Drozd then showed the five-year budget forecast. He closed his report by noting that the 2008 actual IEEE reserve levels are below minimums under both the old (50% RER – Revenues over Expense Ratio) and recently adopted new criteria (70% of overall risk).

## **5.0 PRESIDENT-ELECT REPORT**

Francesca Maradei presented her report which included a schedule of meetings for 2010. (See President-elect Report.) Following is the proposed schedule of meetings for 2010:

### **Meeting No. 1: February 15-17, 2010**

#### **San Diego, CA (West Coast)**

Main Objective: Chapter outreach visit

Monday, February 15: Standards, ExCom, Chapter evening meeting

Tuesday, February 16: BoD meeting

Wednesday, February 17 (morning): Long Range Planning

### **Meeting No. 2: May 7-8, 2010**

#### **Pittsburgh, PA (East Coast)**

Main Objective: Chapter outreach visit

Friday, May 7: Standards, Strategic Planning, ExCom, Chapter evening meeting

Saturday, May 8: BoD meeting

### **Meeting No. 3: July 18-23, 2010**

#### **Fort Lauderdale, FL (with EMC'2010 Symposium) (East Coast)**

Main Objective: EMC'2010 Symposium

Saturday, July 17: ExCom

Sunday, July 18: BoD meeting

Thursday, July 22: BoD dinner meeting

### **Meeting No. 4: November 10-13 or 15-17, 2010**

#### **Albuquerque, NM**

Main Objective: Chapter outreach visit (?)

Dates: November, 10-13 (or 15-17?), 2010

On outreach activities, Ms. Maradei discussed continuing her outreach efforts to the global EMC community and Chapters as President-elect and President. Related to strategic planning activities, Ms. Maradei would like to complete the Strategic Planning (SP) document (March 2009) to define the field of interest (FOI), mission, and vision statements of the EMC-S and to follow up on the LRP activities from the matrix (ongoing).

## **6.0 STANDARDS SERVICES**

John Norgard, Vice-President for Standards, presented his report. (See VP Standards Report.) Standards activity covers three major areas: The Standards Education and Training Committee (SETCom), the Standards Advisory and Coordination Committee (SACCom), and the Standards Development Committee (SDCom). The SETCom Chair is Qiubo Ye and the Vice-Chairman is Professor Johan Catrysse. The SACCom Chair is Erik Bergstrom and Dave Guzman is Secretary. The SDCom chair is Andy Drozd, Colin Brench is Vice-Chairman and Ed Hare is Secretary. Andy Drozd was not able to chair the SDCom meeting on March 19 so Dr. Norgard asked Mr. Heirman to chair the meeting and present the report.

Mr. Heirman reported that SDCom met before the Board meeting. There are 14 members of SDCom working on 17 active standards projects. A brief summary of the status of these projects was presented in his report. On other related committee activity, two members were removed for non participation and other members will be asked to confirm their membership meeting the policy and procedure (P&P) requirements in preparation for an audit. The committee approved a membership fee for ANSI ASC C63® and has identified web site out of date areas. The next meeting will be held in Philadelphia on May 20. Related to Long Range Planning, the committee is looking at standardization for emerging

technologies, including Software Defined Radio and Cognitive Radio. They are also monitoring EMC-TC activity (e.g., TC-11 activities on nanotechnology) for possibilities. Andy Drozd reported that he has a telecom with the chair of the Canadian Standards Association (CSA) to discuss cooperation.

Qiubo Yi reported on the SETCom meeting. (See SETCom Report Mesa to Board.) He reviewed the scope of SETCom to provide formal training on standards and noted current committee activity, including submittal of one article for the EMC Newsletter on IEEE Std. P1302™ “A Guidance Document for the Characterization of Shielded Gaskets” by Johan Catrysse. The SETCom EMC Standards Workshop was accepted for the EMC 2009 Symposium in Austin. Speakers are preparing their presentation materials for uploading by the May 1 deadline.

## **7.0 MEMBER SERVICES REPORT**

Bob Davis, Vice-President for Member Services, presented his report via telecom. (See VP Member Services Report.) His report includes a financial summary of activities for 2008. The report includes information on the various subcommittees. In the interest of time, the following committee reports were addressed during the meeting.

### **MEMBERSHIP**

Colin Brench noted that the current total for EMC Society membership is 4,202 members. This is an increase since the August 14, 2008 report which showed there were 4,031 members in the EMC Society. Since his last report, 31 new senior member elevations took place. Mr. Brench noted his download of the database shows most EMC-S members joined since 2007 so there are still oddities in extracting data.

### **AWARDS**

Mr. Davis reported for Lee Hill that no nominations have been received from members for three awards: the Richard R. Stoddart Award, Sustained Service Award and Special Service Award. The committee published a call for awards nominations in the Winter 2009 EMC Newsletter and is contacting members via e-mail blasts to solicit awards nominations.

**Francesca Maradei moved to present a special award related to Wroclaw EMC symposium during the 2010 IEEE International Symposium on EMC. The award includes a personal award to the following two individuals who showed continued dedication to the Symposium: Prof. Ryszard Struzak and Prof. Wladyslaw Moron, as well as an institutional award to be presented to the Symposium. The awards shall consist of plaques. The motion was seconded and approved. Ghery Pettit abstained from voting.**

### **COMPLETED CAREERS**

Bob Davis reported on the “Completed Careers” committee activity. Articles have been placed on a regular basis in the EMC Newsletter. The late Larry Toller and Andy Nalbandian will be profiled in the Spring 2009 issue of the EMC Newsletter.

### **DISTINGUISHED LECTURER PROGRAM**

Bruce Archambeault reported on the DL program. During the last nominations for DL, there were only two candidates, when traditionally there are three candidates. An application was received from JoungHo Kim, a Professor at KAIST, which is a leading university in Korea. He has three excellent presentation topics and is very well respected in the EMC community.

**Mr. Archambeault moved to approve Joungho Kim as an additional Distinguished Lecturer for the term 2009-2010. The motion was seconded and approved.**

Mr. Archambeault presented a proposal for a new Respected Speaker Bureau (RSB). The goal is to provide a list of speakers for Chapter meetings, conferences, etc. that includes past DLs who received high scores from Chapters and illustrious members of the EMC Society. The report outlines implementation plans for the program.

**Mr. Archambeault moved to approve the creation of a Respected Speakers Bureau (RSB) to provide additional resources for local Chapter chairs for Chapter meetings. Participants in the RSB may be past Distinguished Lecturers or other well known and respected EMC professionals that will be invited to participate based on past Distinguished Lecturer feedback and other feedback as appropriate. Membership in the RSB will be reviewed every year for continued participation in the program. Travel expenses will be provided by the local Chapter or shared between the EMC-S and the local Chapter. The budget proposed for 2010 is \$5,000.00 for the RSB program. The motion was seconded.**

**Dick Ford moved to amend the motion by replacing the last sentence of the motion to show the funding to come from existing programs. The amended motion was seconded. The motion as amended was seconded and approved.**

On the Video DL program, two Chapters have used the DVD for a Chapter meeting, including Dallas, Texas (Feb 2009) and Long Island, NY (Nov 2008). There has been a very positive response from both Chapter chairs and attendees on the program. Mr. Archambeault plans to add two more DVD talks from existing DLs.

The report includes detailed information on the number of DL presentations in 2008 and 2009 (to date) as well as financial information.

PACE

Kimball Williams discussed recent PACE (Professional Activities and Careers for Engineers) activity. The committee is addressing employment issues, career transition planning, and student professional awareness.

## **8.0 COMMUNICATION SERVICES**

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

NEWSLETTER

Newsletter Editor Janet O'Neil reported that the Winter 2009 Issue is 96 pages and is being mailed to members now. The Spring 2009 issue will mail with the EMC 2009 advance program so it's important that all contributions from Associate Editors are received no later than April 3. Ms. O'Neil plans to attend the IEEE Panel of Editors meeting in Atlanta, GA over March 27-28. Financially, the cost to produce and mail the Winter 2009 issue of 96 pages is \$19,861. The net ad revenue returned to the EMC Society was \$6,260. There were nine paid ads in the Winter 2009 issue. This is a sharp drop in paid advertising from the previous Fall 2008 issue, but in keeping with the current economic climate. In comparison, the cost to produce and mail the Fall 2008 issue of 112 pages was \$24,552. The net revenue returned to the EMC Society was \$11,174. There were 17 paid ads in the Fall 2008 issue.

## TRANSACTIONS

Editor in Chief Perry Wilson reports that both the August 2008 and February 2009 issues were mailed on time, during their respective months, so the publication is on time in production. The May 2009 issue should be mailed on May 22, 2009. There is currently no backlog of unpublished papers. Below is a summary of paper submissions:

	2003	2004	2005	2006	2007	2008	2009
January	11	10	19	18	27	25	16
February	13	20	11	79 (*)	11	26	24
March	13	12	16	14	21	20	5(***)
April	13	14	16	17	20	18	
May	19	20	14	20	31	16	
June	11	23	21	21	23	34	
July	29	15	23	15	31	24	
August	15	16	11	28	23	21	
September	19	17	17	20	16	27	
October	16	17	11	22	35	28	
November	9	9	16	26	26	24	
December	10	14	12	21	19	21	
Total	178	187	187	301 (**)	283	284	232(****)

(\*) including 75 manuscripts for the special issue on EMC Singapore

(\*\*) the total is 226 if the 75 special-issue papers are not considered

(\*\*\*) as of March 10, 2009

(\*\*\*\*) projected at current rate

Regarding special issues, for 2009, Prof. Vladimir Rakov (U. Florida) and Prof. F. Rachidi (TU Lausanne) are co-editing a Special Issue on Lightning. Thirteen Special Issue papers are in review. The issue is planned for May 2009, but will likely be delayed to August as not all reviews are completed as of March 10, 2009. For 2010, Prof. Erping Li (U. Singapore) and Joungcho Kim (KAIST, South Korea) have proposed a special issue on PCB Packaging. EMC in electronics design is a strong area of contribution from Asia, and China in particular. This would be a good opportunity to highlight research in this area. They are finalizing their proposal. For 2011, Mr. Wilson has received a tentative proposal from Prof. Agarwal (Indian Institute of Technology-Bombay, India) for a Special Issue on Power Electronics. Additionally, Elya Joffe has received interest from researchers in Region 9 on the same topic. He has encouraged everyone to put together a more detailed proposal.

As approved at the last BOD meeting, a luncheon recognizing the Associate Editors has been scheduled for the 2009 Symposium in Austin. Mr. Wilson has begun putting the next EIC, Prof. Heyno Garbe, in the loop on correspondence related to long term issues, such as Special Issue planning. Mr. Wilson will soon assign him Managing Editor status and involve him in the production process.

## WEB

Mr. Hubing talked about improvements to the EMC Society website. In January 2009, the web site was 1.8 GB and contained 13,598 files. In the past few months, he has worked on cleaning up, organizing and updating the website. Next steps involve a new layout on a new server. Dr. Hubing showed sample websites from other IEEE Societies that may be used for the new EMC Society website "look".

## 9.0 CONFERENCE SERVICES

Ghery Pettit presented his report for Vice-President of Conferences. (See VP Conferences Report.)

**Mr. Pettit moved to adopt the following “no show” policy related to presenters at the annual IEEE EMC Symposium:**

**“The Symposium Committee is to notify the VP of Conferences within 14 days after the end of the symposium event of any ‘No Shows’ at Workshops and Tutorials. These ‘No Shows’ shall not be accepted for presentations of any sort for three years. The only exception to this policy will be for presenters who have had unavoidable conflicts arise and who have arranged for a substitute acceptable to the Workshops/Tutorials committee no less than 14 days prior to the start of the symposium. Registration fees paid shall not be refunded in such cases. Exception shall be dealt with on a case by case basis by the Symposium Chair then the VP for Conference if needed. The following steps shall be taken to ensure that authors and presenters are aware of this policy:**

- **This policy shall be included in the “call for papers” and paper acceptance packets sent to authors.**
- **This policy shall be published on the symposium web site.**
- **This policy shall be published on the “Conferences” page of the IEEE EMC Society web site.**

**Workshop/Tutorial presenters shall be required to pre-register in the same manner as authors of papers.”**

**The motion was seconded and approved.**

Mr. Pettit discussed the use of the EMC Society logo by the Chapters. He moved that the EMC Society Logo Policy be supplemented with and enforced through an MOU (as provided in his report) granting the right for use of the IEEE EMC Society logo by Chapters for Chapter-organized events. The motion was seconded. During discussion of the motion, Don Heirman suggested adding a penalty to the clause to Chapters who misuse the logo. The motion was tabled.

### GLOBAL SYMPOSIA COORDINATOR

Mr. Pettit reported that Frank Sabath has accepted the position of Global Symposia Coordinator. His e-mail alias is GSC-EMC@ieee.org. Mr. Sabath is working on finding new Regional Conference Coordinators for Regions 8 and 10; Mr. Pettit is working on finding a new Regional Conference Coordinator for Region 9.

### FINANCIAL ASSISTANCE PROGRAM

Mr. Pettit advised that this committee has moved from VP Member Services to VP Conference Services. Bob Hofmann continues to chair this committee.

### ANNUAL SYMPOSIUM UPDATE

EMC 2008: Chair Kimball Williams reports the final numbers are still being worked on; however, the income reported is \$1,011K. Expenses are at \$754K; the surplus is \$257K (target was \$202K). An audit is expected within 45 days. Mr. Williams noted that there were 2,014 total registrations, 230 exhibitors, 143 technical papers, five special sessions, and that the total number of hotel room nights booked was 3,467. (See EMC 2008 Report for more information.)

EMC 2009: Chair Dave Staggs reports that paper, workshop, and tutorial submittals were very good with high numbers in all categories. Exhibit sales and sponsorships are down. The report includes financial information to date.

For 2013, Mr. Pettit said neither Salt Lake City nor Denver is a feasible location due to the city and/or convention center having higher demands for space or room nights than is acceptable to the EMC Society. Bob Hofmann has suggested Chicago, but no proposal has been received to date. Right now, there is no solid venue for the 2013 EMC Symposium.

The report includes a summary of activity for the 2010, 2011, and 2012 symposium committees.

## TECHNICALLY CO-SPONSORED CONFERENCES

Mr. Pettit's presentation concluded with a listing of the global conferences for which the EMC Society is a technical co-sponsor. He noted that he is working with Frank Sabath and Bob Scully to formalize the process for technical co-sponsorship of related EMC conferences as called out in Appendix F of the EMC-S Operations, Policy, and Procedure Manual.

## 10.0 TECHNICAL SERVICES

Bob Scully, Vice President for Technical Services, presented his report. (See VP Technical Services Report.) He reported on the challenges facing the Technical Services committees.

**Mr. Scully moved to approve a second annual meeting for the Technical Activities Committee concurrent with the mid-year Board meeting. The motion was seconded and approved.**

**Mr. Scully moved to approve membership in the IEEE Technical Committee/Task Force on RFID. The motion was seconded and approved.**

## EDUCATION AND STUDENT ACTIVITIES (ESAC)

Mr. Scully advised the ESAC leadership is preparing for the upcoming symposium. Among the items being addressed are the student paper competition, the fundamentals tutorials, and the University grant program. On the fundamentals tutorial, the proposed topics and speakers submitted by Daryl Beetner has been accepted; these include: Introduction, D. Beetner (Missouri University of Science and Technology); Fundamentals of Electromagnetics, A. Marvin (University of York); Electric and Magnetic Coupling, E. Wheeler (Rose-Hulman Institute of Technology); The Current Return Path, D. Beetner (Missouri Univ. of Science and Technology); Controlling Radiation and Noise Coupling Mechanisms from PCBs, R. Leventhal (Elite Electronic Engineering), and Fundamentals of Numerical Methods in EMC, Q. Ye (Carleton University). Coordination is ongoing between the Global EMC University and the Fundamentals Tutorials committees. The Student Paper evaluation committee is ready to review the accepted student papers. Tom Jerse of the University Grant Program advised that four proposals were received and two grants will be issued in 2009 at the Austin symposium. The ESAC is working on developing a module for the IEEE Expert Now program. The committee is also working on a new ethics training and competition.

## TECHNICAL ACTIVITIES COMMITTEE (TAC)

TAC Chair Bruce Archambeault reported on the papers for EMC 2009 in Austin. As of 12 March, the first round of paper reviews is complete. The Technical Committee Chairs have made their "accept or reject" decisions, and those decisions have been forwarded to the authors. The schedule required notification to authors by 14 March. Papers with required changes incorporated must be submitted by 31 March, or they will be dropped. The second review is scheduled for completion by 15 April, with final paper submittal by 1 May. Changes made to the paper review system from last year's comments

seem to be working well. Most of the changes were for the second round reviews, which have not started to date. Papers will be assigned into sessions during a special TAC meeting in May (held prior to the May Board of Directors meeting).

#### TECHNOLOGY MANAGEMENT COUNCIL (TMC)

Kimball Williams gave a short report on the TMC. (See TMC Report.) The IEEE Technology Management Council provides information and services to IEEE members and the worldwide audience of practitioners and researchers engaged in the profession of engineering, technology, and innovation management. The committee is working on stabilizing its web site, building a group of distinguished lecturers, creating a "Stake Holders Report" for supporting Societies, and building a TMC Symposium "Kit" for Chapter use. The next meeting of the TMC is scheduled for July 24-26 in San Diego.

#### REPRESENTATIVE ADVISORY COMMITTEE (RAC)

Mr. Scully reported on the RAC/SACCom reorganization. See the org chart presented in the report. After evaluating the roles of the RAC and SACCom and what purpose each committee should serve, one possible solution is to merge RAC and SACCom into one group - the IEEE EMC Society Global and Activity Interchange Committee (GAIC). This committee would be responsible for providing the technical liaison between the IEEE EMCS Committees, IEEE Technology Policy Council (TPC) Committees, and various non-IEEE entities involved in EMC-related activities, inclusive of development of EMC standards. Mr. Scully noted an ad hoc committee will be formed to investigate the transformation of SACCom and the RAC into this single GAIC entity that would reside under the VP of Technical Services. Committee members will include John Norgard, Dock Ford, Don Heirman, and Fred Heather.

### 11.0 STRATEGIC AND LONG RANGE PLANNING

Elya Joffe presented an update on the LRP. (See Strategic Planning Session.) His report includes a breakdown of phases for the LRP, including: Phase I - Maintain and Update LRP Matrix; Phase II - Engage in Strategic Planning Brainstorming Session; and Phase III - Metrics for Evaluating Current Performance. **Elya presented the new mission and vision statements as follows for the EMC Society. A motion was made by Francesca Maradei to approve the new mission and vision statements. The motion was seconded and approved.**

Mission Statement: To foster the development and facilitate the exchange of scientific and technological knowledge in the discipline of electromagnetic environmental effects and EMC as detailed in the Society's field of interest (FOI), and promote literary, educational and professional aspects thereof, that benefit members, the profession, and humanity.

Vision Statement: To be the recognized and respected global organization and leading provider of scientific and engineering information and services in the field of electromagnetic environmental effects and compatibility engineering, technology, and innovation for the betterment of Society and the preferred professional development source for our members and other practitioners of the Society FOI.

On the planning session for March 21, he would like to approve/revise the strategic goals of the EMC-S. Then, the strategic goals will be broken down by various categories such as objectives, metrics, related barriers/mega issues, etc.

## 12.0 IEEE 125<sup>th</sup> ANNIVERSARY

Dan Hoolihan reported on plans to celebrate the 125<sup>th</sup> anniversary of the IEEE. (See IEEE 125<sup>th</sup> Anniversary.) One event will be a conference on the history of technical Societies that will be held August 5-7, 2009 in Philadelphia. The purpose of the 2009 conference is to explore the history of such Societies worldwide. Dan Hoolihan will attend this conference to give a short presentation on the history of the EMC Society. Additional information is available on the conference website: <http://www.ieee.org/go/historyconference>. The EMC Society has scheduled a special anniversary event on Thursday, May 21 to take place at the Franklin Institute in Philadelphia, PA following the Board meeting. Planning for this event is underway with Graham Kilshaw, chair of the Philadelphia EMC Chapter.

## 13.0 OLD/UNFINISHED BUSINESS

*The following items were discussed under old business:*

Report from IT Planning Committee – Mr. Heather gave a presentation on the status of the symposium URL. (See Motion for URL.) **Mr. Heather moved to phase out the use of the URL [www.EMCYYYY.org](http://www.EMCYYYY.org) by 2012 and phase in the URL [www.YYYY.ISEMC.org](http://www.YYYY.ISEMC.org) starting in 2010. The motion was seconded and approved.**

Mr. Heather moved to approve using the [www.ISEMC.org](http://www.ISEMC.org) site to host the [www.EMC-S.org](http://www.EMC-S.org) website. The motion was seconded. Todd Hubing moved to table the motion. The motion to table was seconded and approved.

Initiative on Spectrum Engineering in EMC-S Symposia – Andy Drozd reported that he had met with members of the spectrum management/engineering community at the recent 2009 DoD Electromagnetic Environment Effects (E<sup>3</sup>) Annual Review held in New Orleans, LA and sponsored by the DoD Joint Spectrum Center. He discussed the possibility of more significant involvement by spectrum engineers at our annual EMC symposia to conduct/participate in special sessions on the topic and to further raise the visibility of spectrum technology and innovations in spectrum engineering within the EMC-S community. It was noted that Larry Cohen, Chair of TC-6 on Spectrum Management, has arranged for a special session on the topic of spectrum engineering at the Austin EMC Symposium. Mr. Drozd and the ad hoc Committee on the Future of Spectrum Management/Engineering in EMC will be working with the TC-6 Chair to continue to arrange for such special sessions at all future EMC symposia, recognizing its growing importance to the EMC, RF communications, multispectral sensor, cognitive radio and network, and information system communities globally.

BoD Communications and Coordination – Kimball Williams presented a report on Board communications to address the need for a structured communications tool for the EMC Society. (See Communications and Coordination Project.) The goal is to develop a Board communications ‘RACI’ (responsible, approval, consult, inform), reference data in job descriptions, develop a data based/on-line RACI communications ‘Tool’, and release the ‘Tool’ for BoD use.

Officer and BoD Job Descriptions/Duties - Kimball Williams distributed flash sticks to each Board member that contained the job descriptions. He asked people to contact him if there are any problems or corrections to the job descriptions. (See Job Descriptions.)

Committee Vacancies/Appointments – Mr. Joffe presented the open IEEE Representative Liaison Positions on the Representative Advisory Committee (RAC):

- Liaison to the Social Implications of Technology Society Board of Governors
- IEEE Women in Engineering Committee (WIEC)
- Government Relations Council of IEEE-USA (GR)
- Energy Policy Committee

- Committee on Communications Policy
- Committee on Transportation and Aerospace Technology Policy
- Medical Technology Policy Committee
- Research & Development Policy Committee
- Critical Infrastructure Protection Committee
- Representative to the Committee on Career and Workforce Policy, Intellectual
- Property Committee, and the Government Affairs Committee (corresponding member)

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

- May 20-21, 2009 – Philadelphia, PA
- August 16 and 20, 2009 – Austin, TX (Symposium)
- November 12-14, 2009 – Huntsville, Alabama  
 Nov 12 Standards, IT, Excom,  
 Nov 13 Board meeting and annual dinner, and  
 Nov 14 LRP meeting (full day)

#### **14.0 NEW BUSINESS**

*The following items were discussed under new business:*

Report from FinCom – Andy Drozd summarized the lunchtime FinCom meeting wherein VPs reviewed ways to cut expenses from their respective budgets to meet the IEEE’s new budgeting criteria for 2010 and beyond.

EMC-S Society Logo MOU - **Don Heirman moved to bring the previously tabled motion to the floor for voting. The motion was seconded and approved. Fred Heather moved that the EMC Society Logo Policy be supplemented with and enforced through an MOU granting the right for use of the IEEE EMC Society logo by Chapters for Chapter-organized events. The motion was seconded and approved.** Henry Benitez and Bob Goldblum abstained from voting.

Board Elections – Don Sweeney spoke about making improvements to the Board election process. He will seek comments from Board members and present a report at the May meeting.

#### **15.0 TALK ABOUT**

Elya reviewed activity from TAB related to a master IEEE Technical Activities DL database. He noted 33 of 45 Societies/Councils have a Distinguished Lecturer Program; of these, 22 participate in the TAB Distinguished Lecturer Database. The consensus of the Board was it’s a good idea to let all Societies know about each other’s DLs and for interested Societies to contact EMC-S DLs. However, the budget for sending DLs to non EMC-S organized events will need to be addressed.

#### **16.0 SUMMARY OF FINANCIAL IMPACT OF APPROVED MOTIONS**

Andy Drozd presented a summary of the net financial impact of the motions presented during the meeting today. (See Financial Impact of Motions 3.20.09.) The total budgeted for 2010 is \$40,932.

#### **17.0 ACTION ITEM REVIEW**

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

**18.0 CLOSING REMARKS**

President Joffe thanked everyone for coming to the meeting.

**19.0 ADJOURNMENT**

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

Submitted by:

Janet O'Neil  
Secretary, EMC Society Board of Directors