IEEE ELECTROMAGNETIC COMPATIBILITY SOCIETY
TECHNICAL ADVISORY COMMITTEE (TAC)

Tuesday, 26 October 2010

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IEEE ELECTROMAGNETIC COMPATIBILITY SOCIETY
TECHNICAL ADVISORY COMMITTEE (TAC)

Tuesday, 26 October 2010, 12:00 pm Eastern USA

TC MEMBERS PRESENT

Bruce Archambeault – Chair
Jun Fan – Vice-Chair
Kermit Phipps – Secretary

Chairs	Vice Chairs	Secretaries
TC-1 –		Kimball Williams
TC-2 –		Clifford Hauser
TC-3 –		
TC-4 –	Philip Keebler	
TC-5 –	Mike McInerney	
TC-6 – Karen Dyberg	Clifford Hauser	
TC-9 – Alan Roden	Sam Connor	
TC-10 – Giulio Antonini		Antonio Ciccomancini
TC-11 – Chris Holloway		
SC-1 –		Kermit Phipps
SC-2 –	Alex McEachern	
SC-3 – Mark Steffka		Jeremy Campbell

TCs Unrepresented

TC-3

OTHERS PRESENT

Francesca Maradei, EMCS President
Frank Sabath, Global Symposium Coordinator for EMCS

IEEE EMCS TECHNICAL ADVISORY COMMITTEE – TAC

12:00 p.m. to 01:30 p.m.

1.0   Call to Order and Introductions
The Chair, Bruce Archambeault, opened the TAC meeting at 12:00 p.m. There were 16 attendees, with 14 active members present. 12:10 am.

2.0   Review 2010 Symposium Minutes

Mike McInerney proposed changes to reflect 2011 activities in better detail, that TC-5 was sponsoring a special session for Space Platforms for the 2011 Symposium at Long Beach, California, and that there were 45 attendees at TC-5 committee meetings held by TC-5.

Karen Dyberg stated that Larry Cohen gave the presentation on Friday instead of her, and that she was not present.

- Kimball Williams motioned to approve the 2010 minutes with the changes proposed by Mike McInerney.
- Cliff Hauser seconded the motion.
- The motion carried with no opposed or abstentions.

Cliff Hauser was concerned that TC-6 and TC-2 changes were not up to date for the website. Cliff said that he could send the information again. Bruce requested that he should not be the bridge between the TCs and the webmaster.

Bruce Archambeault requested that changes for the TC websites should be sent to the webmaster instead of him, while minutes and other information for the TAC website still should be sent to him.

3.0   Technical Papers 2011

Bruce Archambeault stressed that a new contact sheet is going to be sent out and that the Chair of each technical committee along with the special committees are to ensure that the contact information is up-to-date.

Bruce Archambeault stated that the call for papers was due 1 Nov 2010 for the EMCS Symposium at Long Beach in 2011, and that each TC should have the correct up-to-date information on each of the reviewers to be ready to provide the information for uploading into the system.

Jun Fan is the Technical Paper Chair for 2011, and reviewer information is to be passed to him.

Mike McInerney stated that the listing for TC-5 is still wrong; Bruce Archambeault said that it was in the system to be updated just the previous week and would be taken care of.

3.1 Paper Review Details

2011 Regular Technical Paper Schedule	
Site opens; start accepting	Monday, 1 November 2010
Stop accepting	Saturday, 15 January 2011
Review start	Saturday, January 22, 2011
Review done	Sunday, February 20, 2011
Notification of acceptance	Tuesday, March 15, 2011
Change required resubmit	Thursday, March 31, 2011
Second review complete/notification	Friday, April 15, 2011
Final papers due	Saturday, April 30, 2011

2011 Special Session Paper Schedule	
Start accepting proposals	Monday, 1 November 2010
Proposals due	Tuesday, 10 January 2011
Proposal acceptance notification	Monday, January 31, 2011
Papers due	Wednesday, March 30, 2011
Review start	Thursday, March 31, 2011
Review done	Sunday, April 10, 2011
Notification of acceptance	Friday, April 15, 2011
Final papers due	Friday, 30 April 2011

Workshop/Tutorial 2011 Schedule	
Start accepting proposals	Monday, 1 November 2010
Stop accepting proposals	Saturday, 15 January 2011
Notification of acceptance	Tuesday, 15 February, 2011
Workshop/tutorial slides due	Friday, 30 April 2011

4.0   TCS Approval

The TCS process posted by Frank Sabath was reviewed. The draft process meets the IEEE MOU for TCS. Discussion proceeded about the normal process for standard requests and that the issue of preapproved TCS was addressed, and discussion continued that TAC did not need to review preapproved TCS each year.

EMC Europe 2011 TCS

The TAC reviewed the European TCS prior to the meeting via the TAC forum, and Bruce Archambeault reviewed the forum process and asked whether there were any questions regarding the approval. Not hearing any discussion:

- Alan Roden motioned to recommend technical so-sponsorship to the BoD.
- Kimball Williams seconded the motion.
- The motion carried with no opposed or abstentions.

EMC COMP 2011

Bruce Archambeault opened discussion for EMC COMP 2011 because it was posted on the forum prior to the meeting: Not hearing any discussion:

Allen Roden asked whether there were any legal ramifications.

Frank Sabath discussed the legal aspects; in general, the EMC Society has influence only on the technical program.

Bruce Archambeault discussed that TAC only addresses the technical aspects, and that the BoD addresses whether there are any legal issues.

Francesca Maradei stated that she attend the EMC COMP and stated that lot of EMC Society members participate in this conference and that this is a good conference and there is strong technical support involved. TAC can review the papers if they wish, but because there are so many recognized EMC Society members participating, perhaps TAC can be relieved of the review duty.

- Alan Roden motioned to recommend technical so-sponsorship to the BoD.
- Jun Fan seconded the motion.
- The motion carried with no opposed or abstentions.

EMC Europe TCS Preapproval for Future Events

Frank Sabath led the discussion on preapproval of EMC Europe TCS and reported that we had a long history and that TAC did not need to review the request. Frank and Francesca Maradei (EMCS President) discussed the details of the MOU. In general, the discussion was centered around that TAC would monitor the progress of the symposium and that the conference was to provide a report to TAC for review each year.

- Kimball Williams motioned to approve the preapproval of Technical Co-Sponsorship EMC Europe without TAC review to the BoD on the condition that a yearly report of the symposium is provided to the TAC for oversight to ensure that the quality of the program is maintained to enforce the conditions of the MOU for preapproval.
- Kermit Phipps seconded the motion.

- The motion carried with no opposed or abstentions.

Mark Steffka asked about subcommittee voting rights in general for TCS approval or any other TAC business.

Action Item – Bruce Archambeault to review voting rights.

APEMC Joint Co-Sponsorship for 2012

Bruce Archambeault opened a discussion on approval for APEMC and that there is not time to consider 2011 TCS, but APEMC is looking for co-sponsorship for 2012 and beyond. There is some financial impact that the BoD is reviewing, but again TAC only needs to be concerned with the technical aspect of the conference.

Francesca Maradei said that the APEMC would like to have the EMC Society more involved, and that is why they are asking for co-sponsorship on both financial and technical aspects. For technical involvement, they would like for the EMC Society to provide some representatives to be included on the technical committee, and this involvement would make the conference better. While the TAC may not be involved with the finical end, Francesca reviewed the possible impact that the BoD would consider, and that the APEMC would supply some surplus to the EMC Society but would not hold the EMC society to be accountable for losses. This would increase the EMC Society presence in the Asian Pacific region and is an interesting proposal that the BoD is looking at.

Bruce asked whether this proposal is for 2012. Francesca stated that TAC should discuss the best way that the EMC Society could be involved, that this could extend beyond 2012, and that this is the first time and thereafter, we then would see what would happen in the future.

Bruce recommended that TAC should form a small committee from the TAC TC officers to assist in determining how the selection process would proceed to obtain technical supporters for the conference. Bruce asked whether there were any thoughts. Jun stated that there is already a lot of EMC society people involved with this society.

Francesca stated that we needed to make sure that those people who are supporting the conference are appointed by the EMC Society BoD.

- Jun Fan motioned to recommend technical co-sponsorship or greater to the BoD and that one-half of the membership of the technical program committee be from the IEEE EMC Society.
- Kimball Williams seconded the motion.
- The motion carried with no opposed or abstentions.

4.1 TCS Review Period

The TCS review period was discussed and that it was stressed from the BoD that TAC needs to be able to complete the review in short order. It was discussed that probably the best that TAC could achieve would be a one-month turnaround.

Action Item – Kermit Phipps to include one-month review procedure for TCS in the minutes.

TCS TAC Review Procedure (Draft)
If the request is received within a three-week time period before a TAC meeting, the review would be held at the next meeting.

> If the request cannot be reviewed within three weeks of a TAC meeting, then TAC would use the *TAC Forum* for review and discussion and vote using the forum. If electronic voting is not in place, an e-mail vote would be issued.

5.0   iNARTE Question Pool

iNARTE had informed TAC that a new certification level for EMC Design Engineer Certification was being developed.

Bruce stated that TC-1, TC-3, and TC-4 had not performed the review of the question pool.

Philip Keebler of TC-4 asked whether there was a documented process for doing the review. It was stated that yes, there was a procedure: Each TC chair is sent questions from iNARTE, and then after the review, the results are sent back to iNARTE by e-mail.

Action Item – Kimball Williams to contact Doug Kramer about the iNARTE question pool review and to check and see whether it was up-to-date.

6.0   New and Old Business

Bruce Archambeault announced that John Archer retired from IEEE activities recently, which leaves TC-4 without a chair. Bruce appointed Philip Keebler as acting Chair of TC-4 until the BoD approves the changes and said that Secretary David Larrabee would step up to Vice-Chair and TC-4 would need to appoint a new secretary, all pending approval.

7.0   Review Action List
Kermit Phipps reviewed the 20 August 2010 list of action items and recorded whether the actions were completed or not.

Action Item – All TCs chairs are to review and update contact information for all TC officers and paper reviewers.

8.0   Adjourn

The time and venue of the next TAC meetings are:

> In-Person Meeting May (2011 Conference Paper Schedule) Date and Time TBD
>
> Telecon March 2011, Date and Time TBD
>
> 2011 Symposium Meetings, Long Beach California
>
>> Monday August 15, 7:00 am
>> Friday August 19, 7:00 am
>
> Telecon October,2011 Date and Time TBD

Bruce Archambeault closed the meeting with no further discussion being held at 12:38 p.m.