APPROVED MINUTES
OF THE IEEE EMC SOCIETY BOARD OF DIRECTORS MEETING

The Fort Lauderdale Convention Center
Fort Lauderdale, FL
July 25, 2010

MEMBERS PRESENT (23)

H. Benitez
C. Brench
L. Cohen
R. Davis
A. Duffy
R. Ford
F. Heather
D. Heirman
D. Hoolihan
T. Hubing
E. Joffe
R. Jost
J. LaSalle
F. Maradei
A. Marvin
J. Norgard
M. Oliver
J. O'Neil
G. Pettit
V. Roje
R. Scully
K. Williams
T. Yoshino

ABSENT (1)
W. Schaefer

GUESTS (8)
B. Archambeault
M. Bosley
H. Garbe
B. Hofmann
M. Montrose
S. Pegnari
F. Sabath
Q. Ye

1.0   THE PRESIDENT'S OPENING REMARKS

President Maradei called the meeting to order at 9:00 am. A round of introductions was made. She reviewed Board Meeting protocols, the IEEE Code of Ethics, and upcoming activities (see President's Introductory Remarks). She 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). Ms. Maradei welcomed the new guests present and thanked them for their interest in the Board activities.

Roger Sudbury, IEEE Division IV Director, gave a brief presentation on the IEEE organization. He noted that membership is increasing in IEEE and the overall outlook is positive. Membership growth is increasing in Asia such that the IEEE is opening an office in India.

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

Regarding Global Outreach activity, Ms. Maradei noted she attended the Asia Pacific EMC (APEMC) Conference in Beijing and then traveled to Shanghai to give a presentation at the inaugural EMC Chapter Meeting there. She visited the Seattle EMC Chapter in June and gave a presentation at the Chapter's one day Colloquium and Exhibition. Finally, she will attend EMC Europe and the Poland Chapter Meeting in Wroclaw in September. She will present at the Pittsburgh Chapter Meeting in November and potentially at the new Nigeria Chapter Meeting this fall.

Ms. Maradei then presented a summary of the recent activity at the IEEE TAB meeting in Montreal. The report included information on IEEE "Out of House" publishing and the issue of documents not being in the proper format for publication on *Xplore*. There will be a new charge of $500 for technically co-sponsored conferences that do not publish with IEEE on *Xplore.* TAB approved a maximum of 75 words for the Field of Interest statement for all Societies. TAB approved the branding of non-sponsored conference content on *Xplore*. New templates were provided for IEEE websites. The five year review of the EMC Society will take place during the IEEE TAB meeting series in Miami over February 15-20, 2011. Ms. Maradei will send the previous five year review to the Vice-Presidents for updating.

2.0   CONSENT AGENDA MOTIONS

The agenda was presented for review. (See Final Agenda.) The consent agenda (see Consent Agenda) includes approval of: the August 2010 meeting agenda, the March 2010 Board Meeting minutes. **Andy Marvin moved to approve the consent agenda as presented. The motion was seconded and approved.** The approved March 2010 Board minutes will be posted to the EMC Society website.

Subsequent to the meeting, Janet O'Neil summarized the status of electronic motions made since the last Board meeting in March. (See Addendum 1 to the minutes.)

3.0   TREASURER'S REPORT

John LaSalle presented a report on the EMC Society finances. (See Treasurer's Report.) Regarding the 2010 budget through June 2010, operations are considered to be "normal" with a surplus of $147,600. The Society is tracking toward the budgeted net of $18,700. Committee expenditures (Cost Center 1900) are minimal, operating toward an approved budget of $255.4K (deficit). Travel expenses were reviewed with the major expenses being the Distinguished Lecturer program and the Board AdCom operations. Under miscellaneous

activity, he noted that the Board approved the $50K loan to the 2011 Symposium Committee (a transfer request was made to IEEE Conference Finance and deposited to the 2011 Concentration Bank Account on June 15, 2010); Angel funds approved included a payment to Dr. Jamal Shafii, Rock River Valley, North Central Illinois; Wong Tsz Ching Patrick, Hong Kong Chapter, and the New England Chapter. The University Grant is in-process to Dr. Uma Balaji of Farmingdale State College. Mr. LaSalle discussed the second pass budget for 2011 in detail and concluded his report with a summary statement of the budget as of May 2010.

4.0   COMMUNICATION SERVICES

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

NEWSLETTER

Newsletter Editor Janet O'Neil reported on Newsletter finances for the past two issues. The Spring 2010 issue of 92 pages cost $17,553 for the printing and mailing of 4,768 Newsletters. There were 18 advertisers in the issue that generated $24,822.96 in billed ad revenue, of which the EMC Society received a net of $13,663.63. The Winter 2010 issue of 96 pages cost $20,260 for the printing and mailing of 5,552 Newsletters (extras were ordered for distributed from the EMCS membership booth at conferences earlier this year). There were 14 advertisers in the issue that generated $16,184.50 in billed ad revenue, of which the EMC Society received a net of $8,901. The Summer 2010 issue is in production and will feature a cover story on the EMC Experiments manual. Ms. O'Neil attended the IEEE Panel of Editors meeting in New Jersey in April and met with IEEE personnel about outsourcing the composition of the EMC Newsletter outside IEEE. She attended the TAB meeting in Montreal in June to present Phase 1 of a proposal to transition the Newsletter to a Magazine. The proposal passed and she will present Phase 2 of the proposal at the TAB meeting in New Brunswick this November. If Phase 2 is approved, the new EMC Magazine will formally launch in 2012. The EMC Newsletter will cease production at that time.

TRANSACTIONS

Ms. Maradei reported on the IEEE review of the *Transactions on EMC* conducted at the TAB meeting in Montreal this past June. In general, the review was positive as the Impact Factor (IF) has increased from 1.083 to 1.294 which is a significant increase. She summarized the recommendations for improvements to the Transactions on EMC. Mr. Heyno Garbe, the Editor-in-Chief of the *Transactions on EMC*, will address these recommendations moving forward. Dick Ford volunteered to be a member of the committee that conducts the survey of members on their publishing needs. On the suggestion to publish six issues per year, Mr. Garbe will look at this carefully and make a recommendation to the Board. Initially he is looking at six issues per year at fewer pages per year. For example, currently there are four issues per year at some 250-300 pages each. He envisions six issues at some 150-200 pages each. This will expedite the publishing of papers; however, production costs will increase. He will look into this and report to the Board at the next meeting. Mr. Garbe's report includes detailed information on current Transactions activity. (See VP Communications Report.)

HISTORY

Dan Hoolihan, Chair of the EMC Society's History Committee, reports that several articles were submitted on historical stories and personalities for the Spring 2010 issue.   Mr. Hoolihan attended his first meeting with the IEEE History Committee on March 7, 2010 in Newark, New Jersey. Preliminary discussions have been held with the EMCS Awards Committee about revising the display of EMCS Hall of Fame Award winners on the IEEE EMCS

Web page. The goal is to make it more of a "virtual museum" with the winners' pictures, certificates, and achievements. Work continues on defining which EMCS historical documents should be targeted for digitization in 2010. The primary goal is to digitize the EMCS Newsletters. Additional suggestions are welcomed from members of the Board of Directors.

PUBLIC RELATIONS

No report was received from Jim Blaha.

WEB

Updates continue to be made to the IEEE EMCS web site. All technical committee and standards committee web pages have been brought up to date and converted to the new format. Several other pages have also been revised and updated.

IEEE PRESS

Ray Perez, Chair of the Press committee, reported on royalties received in 2009. These are estimated at $1,002.58. He advised that two attempts were made in 2009 to recruit EMC related books for potential sponsorship by the EMCS. In one case the author decided to publish for Wiley-UK. The other potential opportunity fell through. The published books include A Ground for Grounding: A Circuit to System Handbook, by Elya B. Joffe, and Kai Sang Lock, IEEE Press-Wiley; and Electrostatic Discharge: Understand, Simulate and Fix ESD Problems, By Michel Mardiguian, IEEE Press-Wiley. There are no books currently in production. He is developing the technical guidelines for EMCS sponsorship of books. This is a follow up from the May 2010 presentation to the BoD. His report on this is included in the VP Communications Report.

5.0   TECHNICAL SERVICES

Bob Scully, Vice President for Technical Services, presented his report. (See VP Technical Services Report.) The number of student papers submitted was the highest to date at 33 papers. For EMC 2010, the total number of papers submitted was 163, with 131 accepted, 20 rejected, and seven withdrawn.

TECHNICAL ADVISORY COMMITTEE (TAC)

Bruce Archambeault, TAC Chair, reported on the activities of his committee. A TAC meeting was held on 17-18 May 2010 at the Naval Research Lab and was hosted by Larry Cohen. During this meeting, the accepted papers for EMC 2010 were assigned into sessions. Of the papers submitted, TC2 (EMC Measurements) had the highest number of papers accepted at 31 papers; TC4 (EMI Control) accepted 22 papers; TC9 (Computational EMC) accepted 16 papers and TC10 (Signal Integrity) accepted 11 papers. Mr. Archambeault noted 34 papers were submitted for special sessions, 19 papers were submitted for posters (plus an additional 16 posters by BoD members), and 17 workshop/tutorials were approved. Clear TCS (what is this?)policies and procedures are still not available to TAC; Dr. Archambeault will elaborate on this further at the Thursday evening Board meeting.

SOCIETY ON SOCIAL IMPLICATIONS OF TECHNOLOGY (SSIT)

Kimball Williams, the EMC Society Liaison to the SSIT, presented a report on the history and current activity of the SSIT. (See SSIT report.) He noted the SSIT provides a forum where people from many disciplines can come together to discuss wide-ranging topics about technology and society. The SSIT focuses on the impact of

technology (as embodied by the fields of interest of IEEE) on society, including both positive and negative effects; the impact of society on the engineering profession; onthe history of the societal aspects of electro technology; and professional, social, and economic responsibility in the practice of engineering and its related technology. The SSIT currently has about 2000 members worldwide. It publishes the Technology and Society Magazine, and sponsors a periodic conference. Currently, the SSIT is active in Humanitarian Technology, Smart Grid, Plug-In Electric Vehicles, and Green Engineering. Mr. Williams concluded his report by noting that the SSIT receives an increasing proportion of its revenues from its share of charges that libraries and other institutional users pay for receiving print and electronic publications from IEEE. However, changes recently made in the way this income is allocated within IEEE threaten to reduce SSIT's revenues to the point that its fiscal stability may be in doubt in the future. The Board should be aware of this development.

6.0   MEMBER SERVICES REPORT

Bob Davis, Vice-President for Member Services, presented his report. (See VP Member Services Report.) He noted that he has three motions to present at this meeting. The first motion involved creating a Sections Coordinator position. He would like to see this position created to improve the relationship between the Society and the Society Chapters with the Sections. This person would help coordinate our local activities with the Sections and could serve as our EMCS representative to the Sections Congress, if so designated by the VP for Member Services and the President. **Mr. Davis moved to approve the establishment of a Section Coordinator position under the VP for Member Services. The motion was seconded and approved. Mr. Davis moved to approve Henry Benitez as the new Sections Coordinator. The motion was seconded and approved.**

On the EMCS "Sister Society" committee, Mr. Davis noted the Sister Society coordinator, Chuck Bunting, would like to send draft agreements to potential candidates for sister societies. He presented a Sister Society Agreement (SSA) that would be filled in with the candidate society's information and particular details. This document would serve as the platform for discussions in negotiating implementation details. **Mr. Davis moved to approve the use of the "Draft SSA Main Agreement" as the basis for discussion with candidate sister societies, retaining the "Draft" designation until preparation for motion for full approval granting Sister Society Status. The motion was seconded and approved.**

The third motion involved the Distinguished Lecturer (DL) program, chaired by Bruce Archambeault. Mr. Archambeault would like the Board to review and approve four new DLs for a two year term beginning January 1, 2011. The candidates were presented for review and approval, including Chuck Bunting, Wen-Yan Yin, Jerry Ramie, and Jerry Meyerhoff. **As a result of the motion presented to approve each candidate, Chuck Bunting, Wen-Yan Yin, Jerry Ramie, and Jerry Meyerhoff were approved as Distinguished Lecturers for 2011-2012.**

MEMBERSHIP

Colin Brench advised that 22 members have been elevated from member to senior member this year to date. Current membership is at 3797 (without affiliates) a decline of 27 members or 0.7% since this time last year. EMC Society Student membership is down 15.45% from this time last year to 66 student members. There still remain issues with the database, which is currently affecting the Completed Careers Committee from identifying if deceased individuals were IEEE EMCS members.

AWARDS

Bruce Archambeault reported on Awards. All Award Certificates/Plaques have been ordered. The Awards Luncheon is scheduled for Thursday, 29 July 2010 at 1:00 pm. Photos for the major award recipients have been collected and will be seen on posters in the registration area.

COMPLETED CAREERS

Don Heirman reported on the "Completed Careers" committee (CCC) activity. Doug Robertson was honored in the Spring 2010 EMC Newsletter. The CCC continues to process the EMC Society major contributors that have passed away. They are looking for new CCC members that can be active. A letter of condolence along with three copies of the Winter 2010 EMC Newsletter was sent to the widow of Ralph Calcavecchio who was profiled in that issue.

DISTINGUISHED LECTURER (DL) PROGRAM

Bruce Archambeault reported on the DL program. The DLs for 2010-2011 include Mr.. Giulio Antonini, Mark Steffka, and Omar Ramahi.   From the DL surveys, approximately 39% attendees are IEEE members, approximately 17% are EMC Society members and 91% of the attendees claim to be technical. When asked how often the person attends a chapter meeting, 45% responded that the DL meeting was their first meeting attended, while 30% responded that they rarely attend chapter meetings.

RESPECTED SPEAKERS BUREAU

Bruce Archambeault noted four RSB talks have been presented in 2010.   The current speaker list includes Colin Brench, Alistair Duffy, Jim Drewniak, Tzong-Lin Wu, Cheung-Wei Lam, Eric Bogatin, Werner Schaefer, David Pommerenke, Bruce Archambeault, Elya B. Joffe, Jun Fan, and Chris Holloway.

REGION 8 MEMBERSHIP REPORT

Frank Sabath provided a detailed report for Region 8. Currently there are 1,225 active members (87 less than his last report); 124 members are in arrears (e.g., members who have not paid the membership fee) and there are 124 inactive members. A distribution of active members in Region 8 is shown in his report. Within 17 sections, there are 12 EMC Chapters and six joint/EMC chapters. An analysis of the active member distribution shows that six sections (Denmark, Greece, Iran, Nigeria, Serbia, and Montenegro) have enough active members to form an EMC chapter. Mr. Sabath plans to send an email to the chairs of these sections in order to get their support for the formation of a new EMC Chapter.

REGION 9 MEMBERSHIP REPORT

Maria Alejandra Mora reports that since her last membership report, EMC Society membership in Region 9 has been stable, with a slight increase in South Brazil, Argentina, and Venezuela. The top five sections in Region 9 include the largest being South Brazil, followed by Argentina, Columbia, Mexico, and Venezuela. The goal is to create EMC Chapters in Mexico and Venezuela; however, it has been difficult to work with the Section chairs, as they have not responded to their e-mail.

REGION 10 MEMBERSHIP REPORT

Takeo Yoshino reported on Region 10 activity.   He attended the Asia-Pacific EMC Week held April 12-16 in Beijing, China. The IEEE China Section, IEEE EMC and MTT Societies were co-sponsors of the symposium. The scale of this symposium was similar to our usual IEEE EMC Society International Symposium with approximately 500 attendees. He manned the IEEE EMCS membership booth and received over 50 membership applications. Over a 100 students visited our booth; however, he doesn't expect more than 5 – 10% of the applications will result in new EMCS members due to financial constraints. EMC Newsletters and EMC 2010 Symposium information was distributed from the membership booth. Mr. Yoshino also attended the 4th Pan Pacific EMC Joint Meeting (PPEMC'10) held May 27- 28 at the Cyberscience Center of Tohoku University, in Sendai, Japan.

He staffed the EMCS membership booth and reported receiving three membership applications from Taiwanese and Malaysian students. There were 190 attendees at this conference. For future activity, Mr. Yoshino will work to increase membership in the new highly industrialized developing countries in Region 10. He would like to establish new chapters in Australia, Thailand, Philippines, Vietnam, Cambodia, Indonesia, Myanmar, Pakistan, Nepal, New Zealand, and North Korea. He plans to work with Mr. Davis in developing a strategy to increase membership in China.

CHAPTERS

Chapter Coordinator Sergio Pignari reports there are now 73 chapters. The top regions for chapters includes Regions 1-6 with 33 Chapters, Region 8 has 20 Chapters, and Region 10 with 13 Chapters. He has completed a review and update of the Chapter Chair Directory. A Chapter Chair training session with dinner will be held on Monday, July 26. The Chapter awards will be presented as announced at the March Board meeting.

SISTER SOCEITIES

Chuck Buntings's report as the Sister Society Coordinator is included in the VP Member Services report. The motion coming from this committee is noted above.

PACE

Kimball Williams presented a report on PACE. He advised that a significant lesson we have learned from the most recent economic climate upheaval was that a continuing focus must be set on the factors effecting employment, career transition planning, and student professional awareness. He noted at this symposium there will be a new 'Job Fair'. Special notice and thanks should be directed to John Wyncott who has launched this significant expansion of the initial Austin EMC 2009 experiment. It is important to note that the evolving set of "Leadership" lectures sponsored by TC 1, which drew strong support in Austin at EMC 2009, and was expanded at EMC 2010, focuses on the 'Soft Skills' that relate directly to the PACE objectives of Ethics, Professional Awareness, and Career Transition Planning.

GRADUATES OF THE LAST DECADE (GOLD)

Mr. Davis noted he is having trouble communicating with Andre Pavas, the GOLD representative to the Board. Mr. Joffe will present a report later in the meeting.

7.0   CONFERENCE SERVICES

Ghery Pettit presented his report for Vice-President of Conferences. (See VP Conferences Report.)   He reported briefly on EMC 2010 in Fort Lauderdale, FL. He then presented several motions related to future symposium locations. **Mr. Pettit moved that the 2014 IEEE International Symposium on EMC shall be held in Raleigh, NC. The motion was seconded and approved.**

Frank Sabath then gave a presentation on Dresden, Germany as the location for EMC 2015. (See EMC 2015 Dresden Proposal.) Following the presentation, **Mr. Pettit moved that the 2015 IEEE International Symposium on EMC shall be held in Dresden, Germany. The motion was seconded and approved.** The dates will be August 17-21, 2015.

Mr. Pettit then discussed the greater Washington, DC area as the location for the 2015 IEEE National Symposium on EMC. The result of the discussion was to delay voting on this location until the Thursday Board meeting.

Mr. Pettit reminded the Board about the presentation on Ottawa as a future symposium location at the previous Board meeting. **Mr. Pettit moved that the 2016 IEEE International Symposium on EMC shall be held in Ottawa, Canada. The motion was seconded and approved.**

Next, Mr. Pettit discussed the upcoming INCEMIC conference in Bangalore, India in November 2010. **He moved that the EMC Society provide "Cooperation" to the 2010 International Conference on Electromagnetic Interference and Compatibility (INCEMIC-2010) in India. The motion was seconded and failed.**

8.0   STANDARDS SERVICES

John Norgard, Vice-President for Standards, advised his report would be postponed until Thursday evening, so the Standards activity at the symposium can be included in his report.

9.0/10.0 PAST PRESIDENT REPORT

Elya Joffe presented his report. (See Immediate Past President Report 7-25-10.)   He reviewed the process and required documentation for presenting motions to the Board.   He then presented several motions, the summary is provided below. The complete text of all motions presented is included in Addendum #2 – Past President's Report.

1. Size and Slate of Candidates for Annual Elections to the Board of Directors. Motion failed.
2. Size and Slate of Candidates for Board of Directors Officers positions. Motion failed.
3. Eligibility Criteria for President-elect Candidacy. Motion failed.
4. Officer Elections and Electioneering. Motion passed.
5. Correction of Committee Structures in the EMCS Bylaws. Motion passed.
6. Proposal for the creation of the Immediate Past President Office and the placement of the N&A committee, C&BL Committee, and FinCom under this new office. Motion failed.
7. Correction of Committee Structures in EMCS Policies and Procedures. Motion passed.
8. Amendment of the EMC Society Field of Interest to reflect grammatical corrections. Motion passed.

11.0   STRATEGIC PLANNING UPDATE

Ms. Maradei advised that this report would be moved to the Thursday evening meeting agenda.

12.0   OLD/UNFINISHED BUSINESS

There was no old business to discuss.

13.0   NEW BUSINESS

E-Membership – Discussion on this topic was moved to the Thursday evening meeting agenda.

2011 Board Meeting Schedule - Ms. Maradei presented a tentative list of Board meeting locations and dates for 2011. There are only three Board meetings scheduled for 2011 to take into account the last meeting of the year being held in Rome, Italy.

14.0   SUMMARY OF FINANCIAL IMPACT OF APPROVED MOTIONS

Elya Joffe advised there was no financial impact from the motions approved at the meeting.

15.0   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.

16.0   SUSPENSION OF MEETING

Ms. Maradei suspended the meeting at 5:00 pm. The meeting will continue on Thursday evening, July 29 at 6:00 pm.

Submitted by:

Janet O'Neil
Secretary, EMC Society Board of Directors

Continuation of the Board Meeting on July 29, 2010, 6:00 pm

Members present included: H. Benitez, C. Brench, L. Cohen, R. Davis, R. Ford, F. Heather, D. Heirman, D. Hoolihan, T. Hubing, E. Joffe, R. Jost, J. LaSalle, F. Maradei, A. Marvin, J. Norgard, J. O'Neil, G. Pettit, R. Scully, K. Williams, and T. Yoshino.

Guests present included: Frank Sabath, Erping Li, Mike Bosley, Bruce Archambeault, David Arnett, Kermit Phipps, Bob Hofmann, Bronwyn Brench, John Maas, Ray Adams, Sergio Pignari, and Heyno Garbe.

Members absent included: W. Schaefer, Mike Oliver, Alistair Duffy, and Andre Pavas (Gold Member)

VP Standards Report – John Norgard reported on Standards. (See Standards Report v1 29 Jul 10 Fort Lauderdale.) From SDCom, this includes activity from Chair Andy Drozd, on SACCom from Chair Werner Schaefer, and on SETCom from Chair Qiubo Ye. There was considerable activity related to the Smart Grid. SETCom is currently preparing a tutorial on this topic for EMC 2011. The committee holds bi-monthly telecom meetings. Don Heirman then elaborated on the Smart Grid and general Standards related activity during the symposium week.

VP Technical Services Report – Bob Scully reported on activity during the symposium week. (See VP Technical Services 29 JUL 10.) He noted that ESAC will be focusing on a clearer vision of the EMC curriculum for the GU, Academy, and ESAC Fundamentals. Mr. Scully then spoke about two new awards: an award for continuing EMC engineering education and an award for an outstanding EMC engineer educator. This would be a bi-annual award with the two awards presented on alternating years.

Mr. Joffe moved to approve the proposal for an EMCS Award for Excellence in Continuing EMC Engineering Education in an amount not to exceed $1,250 USD as outlined in the report (see Addendum 3 for the full text). The motion was seconded. Don Heirman moved to postpone voting until the November meeting when the award criteria could be reviewed along with the motion. The motion was approved. Bob Scully abstained from voting.

Discussion on the second motion related to the educator award was also then deferred until the November Board Meeting.

Elya Joffe discussed a new EMCS student ethics competition. **He moved to approve the proposal for the EMCS Student Ethics Competition (SEC) effective in 2011, contingent upon a budget of $800 being available. The motion was seconded and approved.** Mr. Joffe will be in charge of this competition.

Mr. Scully then advised Larry Cohen is stepping down as the secretary of ESAC. He will be replaced by Bogdan Adamczyk of Grand Valley State University. **A motion was made to approve Bogdan Adamczyk as secretary of ESAC. The motion was seconded and approved.**

VP Member Services – Bob Davis talked about chapter development and member recruitment. He addressed the China growth initiative and new program for "e-memberships". He would like to publish a membership article in a Chinese EMC magazine. He noted there are two IEEE offices in Asia – Singapore and Beijing – that he will contact to solicit assistance in promoting EMCS membership. He would like to have an EMCS membership booth at the Shanghai EMC Conference in November. Takeo Yoshino is available to attend and staff a membership booth.

VP Conferences – Ghery Pettit discussed the IEEE EMC Symposium in Washington DC in 2015. **Mr. Pettit moved to approve the dates of May 25-29 for the 2015 IEEE National Symposium on EMC in Washington,**

DC. The motion was seconded. It was noted these dates fall over the Memorial Day Holiday. This could present a problem. Mr. Pettit moved to table the motion until the November Board meeting.

Fred Heather then provided a summary of activity at EMC 2010. Attendance totaled 1,701. He will email his summary report to the Board.

Janet O'Neil briefly spoke about the exhibitor's breakfast held that morning. In general, the exhibitors noted they prefer a host hotel for the symposium so they can easily meet with their customers. There was a complaint about the exhibit hall layout and points system not being used to assign space. Another complaint involved the serving of alcohol in the exhibit area. The exhibitors continue to ask if there can be exhibit hours that do not compete with the technical program.

Mr. Pettit moved to allow the service of alcoholic beverages by exhibitors in the exhibit hall provided this is pre-approved by the Board of Directors. The motion was seconded and approved.

Ghery Pettit then talked about technical co-sponsorship and the timeline to implement this for non EMCS organized conferences. (See Technical Co-Sponsorship Process Presentation for Board 29 Jul 10.) The committee reviewing this process includes Francesca Maradei, Bruce Archambeault, Frank Sabath, Bob Scully, and Ghery Pettit. There are basically two types of agreements – those made with conferences with which we have had a long-standing relationship and those made on a case-by-case basis. Frank Sabath, Region 8 Coordinator, will develop a form for requesting technical co-sponsorship. This must be completed in full to provide TAC with the necessary information to evaluate the level of effort needed to support, or to deny support. TAC will determine the level of support based upon their evaluation of the work required. Mr. Sabath noted that there are three applications for technical co-sponsorship waiting to be reviewed. Mr. Pettit advised that the IEEE has currently put all requests for technical co-sponsorship on hold.

Strategic Planning Update - Francesca Maradei discussed the long range versus strategic planning process. (See Strategic Planning Report.) She presented a table that summarizes what has been completed and what items require attention. The VPs were challenged to address and complete one goal in 2011. She would like to see the document completed and ready for review at the November 2010 Board meeting.

Old/Unfinished Business – Dick Ford talked about his archive of photos collected during his years as the EMCS photographer. **Dan Hoolihan presented a motion to increase the EMCS History Committee budget by $1,000 to digitize the photos in Mr. Ford's photo archive. The motion was seconded and approved. Bob Scully abstained from voting.**

New Business

E-Membership - Francesca Maradei discussed the IEEE project to increase membership in developing countries where the GDP/Capita is less than $15,000 USD. (See the E-Membership Report.) Electronic or E-Membership is proposed for $50 annually. Print copies of IEEE magazines and journals will not be provided for e-members. The IEEE would like to see Societies develop their own models for e-membership.

TAC Forum – Bruce Archambeault noted that Jun Fan has developed a TAC Forum for improving communication within TAC. Documents can be posted, mass email blasts can be distributed, dialogue on an issue shared, etc. See – www.ieee.emc-center.org for more information.

Proposal for Future Co-Sponsorship of the APEMC Week 2012 – Erping Li presented ideas for discussion of combining the APEMC conference and the IEEE EMC Symposium to have one conference in Asia. See his slides.

Summary of Financial Impact of Approved Motions – Ms. Maradei noted this total amounted to $1,800 for the two motions approved at the meeting.

EMC 2010 Technical Material Distribution - Fred Heather led a discussion on having a CD of the symposium records available for download via an FTP site versus sending the CD via regular mail as in the past. This would save considerable money. Fred will lead a discussion on this and propose a motion in the next few months.

Action Item Review

Secretary O'Neil recounted the new action items assigned during the Fort Lauderdale meetings and reviewed the status of the action items from previous meetings. The updated consolidated list of action items will be distributed following the meeting.

Adjournment

Ms. Maradei adjourned the meeting at 10:00 pm.

Submitted by:

Janet O'Neil
Secretary, EMC Society Board of Directors

Addendum 1

Summary of e-motions made subsequent to the March 12, 2010 Board Meeting and prior to the July 24, 2010 Board Meeting.

E-Ballot Summary:

1. An e-motion was made to approve the MoU Cooperation with CEM 2011.
   Motion carries with 19 votes in favor. No vote was received from Colin Brench, Larry Cohen.

2. An e-motion was made to approve the 2011 01900 committee & other budget.
   The motion carries with 18 votes in favor and one abstained vote (John La Salle).

   No vote was received from the following 6 board members:
   Colin Brench, Larry Cohen, Dick Ford, John Norgard, Takeo Yoshino

3. An e-motion was made to approve a loan of $50K to the 2011 Symposium Committee and here is the result. There were 20 votes in favor of the motion. Three Board members did not vote (Heather, Norgard, and Schaefer).

Addendum 2

<u>Immediate Past President Motions</u>

1. MOTION: Approve the following change to Section 4 in the *IEEE Electromagnetic Compatibility Society (EMC-27) Bylaws:*
a) <u>Add</u>, before Clause 4.5 in the bylaws the following <u>new Clause 4.5</u>:
   "*The number of candidates on a slate for BoD elections shall be no less than one and a half times the number of vacant positions. In the event that this cannot be reasonably accommodated, the IEEE Vice President, Technical Activities (i.e., TAB Chair) may at his/her discretion allow a smaller slate*."
b) <u>Renumber</u> Clauses 4.5 through 4.9 <u>to</u> 4.6 through 4.10, respectively.
c) <u>Modify</u> the NEW Clause 4.6 (formerly 4.5) <u>from</u>:
   "*4.5 On or before 15 July, the Chairman of the Nominating Committee shall mail or email to IEEE Headquarters the slate of at least 9 nominees for election to the six offices to be filled on the Board of Directors*."
   <u>To</u>:
   "*4.5 On or before 15 July, the Chairman of the Nominating Committee shall mail or email to IEEE Headquarters the slate of at least 9 nominees for election to the six offices to be filled on the Board of Directors*."
THIS MOTION FAILED

2. MOTION: Approve the following change to Section 5 in the *IEEE Electromagnetic Compatibility Society (EMC-27) Bylaws:*
a) <u>Change</u> the title of Section 5 <u>from</u>:
   "Section 5: **Selection** of Officers of Board of Directors"
   <u>To</u>:
   "Section 5: **Election** of Officers of Board of Directors"
b) <u>Add</u>, after Clause 5.0 in the bylaws the following <u>new Clause 5.1</u>:

"*The number of candidates on a slate for each of the BoD Officers' positions shall be no less than two. In the event that this cannot be reasonably accommodated, the IEEE Vice President, Technical Activities (i.e., TAB Chair) may at his/her discretion allow a smaller slate*."

c) <u>Renumber</u> Clauses 5.1 <u>to</u> 5.2.

d) <u>Delete</u> the text: "*[Section 5.2 was deleted March 1990.]*"

THIS MOTION FAILED

3. MOTION: Approve the following changes to the eligibility criteria for President-Elect, and accordingly update the IEEE Electromagnetic Compatibility Society (EMC-27) Constitution and Bylaws, as follows:

a) In Clause 5.0, <u>Change</u> "*…shall nominate and elect from among the Directors-at-Large and the Executive Directors, a President-elect*…"

<u>To</u>:

"*…shall nominate and elect from among the Directors-at-Large, <u>who are also serving Directors-at-Large when nominated and elected</u>, a President-elect*…"

THIS MOTION FAILED

4. MOTION: Approve the following procedure for BoD Officer Elections and Electioneering, and accordingly creation of a new Appendix R ("Officer Elections and Electioneering") in the IEEE Electromagnetic Compatibility Society (EMC-27) Handbook Operations, Policy and Procedure Manual, as follows:

Appendix R: Officer Elections and Electioneering Objectives

a) *The objectives of the EMC Society Board of Directors officer nomination and election procedures are to choose the best qualified persons for office. It is necessary that all candidates nominated for office be highly qualified, and it is therefore essential that the Nominations and Appointments Committee show great diligence and exercise judgment in making nominations.*

b) *EMC Society Board of Director members, forming the officers voting body, shall be informed of the candidates' views and of issues pertaining to initiatives prior to elections.*

Submission of Nominations

c) *During the first year of the sitting President's term of office, the N&A Committee shall solicit and prepare a slate of candidates for President-Elect and Officers (Vice Presidents). Candidates shall be present members of the EMC Society BoD or (with the Exception of President-Elect) members of the EMC Society higher-grade members (i.e., excluding those of students and affiliates) in good standing (i.e., dues paid), who have expressed a willingness to serve if elected.*

d) *Self nominations are also accepted.*

e) *To be eligible for consideration by the EMCS BoD, candidate nominations shall be submitted to the Chairman of the EMCS Nominations and Appointments (N&A) Committee, no later than 7 (seven) days prior to the annual meeting of the BOD at which Officer Elections are to take place.*

f) *The nomination form shall be supported by a Candidate Nomination Petition Form, carrying valid signatures of a minimum of four (4) <u>sitting</u> BoD members excluding the candidate (for candidates who are at the time of nomination <u>sitting elected</u> BoD members) or of a minimum of fifteen (15) Society higher-grade members (i.e., excluding those of students and affiliates) in good standing (i.e., dues paid), excluding the candidate (for candidates who are not at the time of nomination <u>sitting elected</u> BoD members).*

g) *The slate of candidates received shall be distributed by the N&A Committee Chair to the members of the BoD having full voting privileges prior to the annual meeting of the BOD at which Officer Election is to take place.*

h) *Additional nominations from the floor on Day #1 of the BoD meeting, during the candidate presentations and deliberations only, may also be considered if the nominee agrees to serve as Officer if elected and if the nomination is seconded and approved by the BoD.*

i)   To qualify for the elections, candidates nominated from the floor shall also be required to submit the nomination material detailed herein. The nomination material shall be received by the N&A Committee Chair no later than three (3) hours prior to the time of commencement of the elections on the second day ("Day #2" herein) of the BoD meeting.

j)   Candidates may be nominated for more than one office and may prioritize their preference for office.

Nominations Package

k)   The candidate's biography and position statement must accompany the nomination in standard Officer Candidate Nomination Form prepared by the N&A Committee.

l)   All information and statements from candidates shall be written in Standard English and must not exceed the maximum word length requirement.

A candidate photograph which shall have been made within two years of the mailing deadline of the election materials in which the photograph will appear. **Current members of the BoD are exempt from submitting a photograph**.

The "**Officer Candidate Nomination Form**" including:

- **A factual summary** of past service to the EMC Society.
- **A Personal Biography**, not to exceed 125 words, that rounds out the profile of the candidate's experience outside the EMC Society activities
- **A factual summary of IEEE and EMC Society accomplishments**, not to exceed 150 words, that rounds out the candidate's IEEE volunteer work.
- **IEEE/EMCS Accomplishments and Recognitions/Awards**, not to exceed 200 words
- **Nominee Statement**, not to exceed 150 words in length
- The "**Candidate Nomination Form**" shall be accompanied by an "**Officer Candidate Nomination Petition Form**", which carries a minimum of 15 names of Society higher-grade members (i.e., excluding those of students and affiliates) in good standing (i.e., dues paid).

The "**Candidate Nomination Form**" shall be accompanied by an "**Officer Candidate Nomination Petition Form**", which carries valid signatures as detailed in Clause F above.

m)   When nominated for more than one position, only one "Officer Candidate Nomination Form" needs to be submitted, however, a separate "Officer Candidate Nomination Petition Form" shall be submitted for each.

n)   The "Officer Candidate Nomination Form" and "Officer Candidate Nomination Petition Form" shall be available from the EMCS Web Site <www.emcs.org> or shall be provided upon request from the N&A Committee Chair.

o)   Sample forms are attached to this Policy.

Elections/Voting Process

p)   The elections take place along the two days of the BoD meeting.

q)   **On Day #1**, the candidate presentations and deliberations shall take place at the time frame as set per the meeting agenda, as follows:

- Nominations from the floor are allowed at this time only. candidates nominated from the floor must have completed Officer Candidate Nomination and Officer Candidate Nomination Petition Forms, and must be ready to make the presentation to the BoD.
- A motion to close the slate of candidates shall be made, and once seconded, and approved by the BoD, no candidates may be <u>added or withdrawn</u> from the slate.
- Each candidate will be allowed five (5) minutes for presentation, followed by a five (5) minutes period for Q&A from the BoD.
- Other candidates for the same office shall not be present in the BoD meeting room during this time.
- If a candidate is not present or available by phone, an advocate will speak for five minutes in support of the nomination.
- Once all presentations and Q&A periods have taken place, all candidates shall be asked to exit the BoD meeting room and deliberations shall be carried out by the BoD.
- After given time to reflect on candidates, the BoD will vote on Day #2.

r)   **On Day #2, voting** shall take place at the time frame as set per the meeting agenda, as follows:

- *Election shall be by secret ballot and when a quorum is not present, by email balloting.*
- *When the slate contains a single nominee, a motion may be made to approve the candidate by acclamation. The motion must be seconded and approved by the BoD.*
- *A candidate nominee may <u>not</u> withdraw his/her name from the slate of candidates for office once the slate has been approved by the BoD. However, if elected, and if he/she declines to serve (??? - the candidate has already agreed to serve), the candidate receiving the next highest vote shall be declared to have won the election.*

s)   *Counting of votes shall be carried out by guests or by members of the BoD not running for office.*

t)   *For each office, the candidate with the majority votes shall be declared the winner. In the case of multiple candidates, if no candidate receives a majority, the candidate with the lowest vote count will be dropped from further consideration, until such a majority is reached.*

u)   *When a candidate, running for more than one office, is elected to an office, his/her name shall be automatically withdrawn from all following ballots.*

v)   *The President shall inform IEEE HQ and the successful candidate of their election and shall arrange for the transfer of responsibility. If an elected officer fails to accept office (??? - the candidate has already agreed to serve) or a disapproval is received from IEEE because there has been some irregularity in the nomination and election procedures or the elected individual has failed to maintain IEEE membership or Society membership, the President may declare, with BOD approval, the candidate with the next highest vote count to be elected. If the BOD should disapprove or if the disqualified candidate is the only candidate for that office, the President may appoint an interim officer until an election takes place at the earliest opportunity.*

THIS MOTION PASSED

5. MOTION: Approve corrections to the list of Standing Committees and their Subcommittees to be consistent with the current structure of the EMC Society BoD.

       Accordingly modify Sections 10.5 and 12 of the IEEE Electromagnetic Compatibility Society (EMC-27) Constitution and Bylaws as follows:

a) *Under Section "**10.5 Committees**", <u>delete</u> the following:*
   - *"Non-Sinusoidal Fields – TC7"*
   - *"EM Product Safety – TC8"*

b)   *Under "**b. Technical Service Committees**", <u>delete</u> the Standards Committees*

a)   *Under "**c. Professional Services Committees**"*

1)   <u>*Delete*</u> *the <u>entire Committee</u>*

2)   <u>*Relocate*</u> *the committees: "(2) Survey", "(4) PACE" and (3) Inter-Society Relations" to "d. Member Services Committees" (the latter as "Sister Societies")*

3)   <u>*Relocate*</u> *the committee: "(1) Public Relations**" to "e. Communications Services Committees"***

4)   <u>*Delete*</u> *the committee: "(5) International"*

b)   *Under "**d. Member Services Committees**":*

1)   <u>*Delete*</u> *the committee: "(9) Internet"*

2)   <u>*Add*</u> *the committees: "(9) Survey", "(10) PACE", (11) Inter-Society Relations", and "(12) Photographer" (see b) above)*

c)   *Under "**e. Communications Services Committees**":*

1)   <u>*Delete*</u> *the committee: "(5) Chapter Publicity"*

2)   <u>*Add*</u> *the committee: "(1) Public Relations**" (see b) above)***

a)   *<u>Add</u>: "**f. Standards Committees**", and under it:*

1)   <u>*Add*</u> *the committees: "(1) Standards Development Committee**", "(2) Standards Education and Training Committee", and "(3) Standards Advisory and Coordination Committee"***

b)   *<u>Add</u>: "**g. Conferences and Symposia Committees**", and under it:*

1)   <u>*Add*</u> *the committees: "(1) International Symposia Committee**", "(2) Global Symposia Committee", and "(3) Financial Assistance Program Committee"***

THIS MOTION PASSED

6. MOTION: Approve the creation of the Immediate Past President office and the placement of the following committees under the Immediate Past President office:
- *Nominations and Appointments (N&A)*
- *Constitutions and Bylaws (C&BL), and*
- *Finance Committee (FinCom)*

Accordingly modify Section 12 of the IEEE Electromagnetic Compatibility Society (EMC-27) Constitution and Bylaws as follows:
- <u>*Delete*</u> *under "d. Member Services Committees" the following:*
- *"(6) Constitution and Bylaws"*
- *"(7) Nominations and Appointments"*
- <u>*Renumber*</u> *the remaining items accordingly*
- <u>*Add*</u> *at the end of Section 12:*
- *"**h. Immediate Past President Committees**"*
- *"(1) Constitution and Bylaws"*
- *"(2) Nominations and Appointments"*
- *"(3) Finance Committee"*

THIS MOTION FAILED

7. MOTION: Approve corrections to the list of Standing Committees and their Subcommittees to be consistent with the current structure of the EMC Society BoD.

Accordingly modify Section 13 in the IEEE EMC Society (EMC-27) Handbook Operations, Policy and Procedure Manual as follows:

a) **Under Section 13.3 "***b. Technical Service Committees***", <u>delete</u> the following Text:**
"Non-Sinusoidal Fields - TC7

"This committee is concerned with the application of electromagnetic signals with large relative bandwidth, commonly referred to as non-sinusoidal waves, delineation of the differences between time-domain and frequency domain principles, analytical and numerical treatments of the Maxwell postulates directly in the time-domain, conceptualization, design, fabrication and testing of devices for ultra-wide bandwidth systems."

"Electromagnetic Product Safety - TC8

"This committee is concerned with the electrical safety of electronic products. Safety engineering principles and their application, the implementation of safety principles within organizations all as related to EMC are typical areas of concern for this committee."

THIS MOTION PASSED

8.MOTION: Approve the following changes to the Field of Interest of the EMC Society, and accordingly update *Article II, Section 1* of the *IEEE Electromagnetic Compatibility Society (EMC-27) Constitution, as follows:*

a) <u>Change</u> "*system<u>s</u> to be compatible with itself* and <u>their</u> intended…" to "*system<u>s</u> to be compatible with themselves* and <u>their</u> intended…"

b) <u>Change</u> "*operating*" to "*operational*"

THIS MOTION PASSED

Addendum 3

Motion: **Approve PROPOSAL for EMCS Award for Excellence in Continuing EMC Engineering Education as outlined below:**

- **PROS:**
  - Recognition of the importance and quality of continued education and educators
  - Supports "Education Outreach" activities
  - Similar to EAB and other S/C awards
  - Award could be named after an esteemed deceased EMCS educator
- **CONS:**
  - None
- **ACTIONS:**
  - Bring proposal for VP for Technical Services and BoD Approval
- **FINANCIAL IMPLICATIONS TO EMCS:**
  - Total of US$1,250
    - US$ 1,000 Negative (proposed) Cash award
    - US$250 for bronze plaque
- **STRATEGIC IMPACT TO EMCS AND/OR RELATIONSHIP TO THE STRATEGIC PLAN:**
  - N/A
- **IMPLEMENTATION TIMELINE:**
  - Effective 2012, upon approval by BoD and by TAB.

This motion was seconded and then tabled until the November 2010 Board meeting.