

IEEE-USA Board of Directors and Operating Committee 2007 Meeting Summaries

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1) IEEE-USA Operating Committee

Colorado Springs, CO, 14 January 2007

Meeting Summary

The IEEE-USA Operating Committee held a half-day meeting on 14 January 2007 in Colorado Springs, Colorado, where the following actions were taken:

- Received welcoming remarks and report by the IEEE-USA President John Meredith.
- Approved by consent the minutes of the 9 Sept. 2006 OpCom meeting
- Discussed follow-ups to the IEEE-USA's Strategic Planning Retreat, held on 13 January 2007.
- Deferred a discussion of strategic topics for the February 2007 Board meeting agenda.
- Endorsed a draft charter for the IEEE-USA Innovation Institute for Board approval.
- Discussed IEEE-USA's 2007 public policy priorities.
- Endorsed amendments to the charter of a redirected Committee on Communications Policy for Board approval.
- Received an update on planning for the 2007 IEEE-USA Annual Meeting.

- Received an update on IEEE membership development efforts, with a focus on initiatives to promote U.S. higher grade membership.
- Discussed utilization of the IEEE-USA voluntary contributions fund and agreed to circulate a request for proposals (\$100K) to be considered at the June Board meeting.
- Deferred reports from the IEEE-USA Past-President and President-Elect.
- Received a written report from the IEEE-USA Managing Director.
- Received a written report from the IEEE-USA Secretary/Treasurer on 2006-2007 financial outcomes and the 2008 budget process.
- Received minutes of the American Association of Engineering Societies' Dec. 2006 Board meeting.
- Received a report highlighting the Global Anti-Corruption Education and Training Project.

There being no further business, the meeting was adjourned at 11:30 a.m.

2) IEEE-USA Board of Directors

Universal City, California, 16 Feb. 2007

Meeting Summary

The IEEE-USA Board of Directors met on 16 Feb. 2007 in Universal City, California, where the following actions were taken:

- Approved by consent the minutes of the 17 Nov. 2006 IEEE-USA Board meeting.
- Approved by consent a charter for the IEEE-USA Innovation Institute.
- Approved by consent amendments to the charters of the IEEE-USA Communications Policy and Critical Infrastructure Protection Committees.
- Received reports from the IEEE-USA President, President-Elect and Past President.
- Received a report from the IEEE-USA Managing Director

- Received a report from the IEEE-USA Treasurer on 2006 financial performance, the 2007 budget outlook, the 2008-2012 budget estimates, the 2008 budget process and issues before the IEEE Finance Committee.
- Endorse amendments to TAB Operations Manual, Section 3.14 - IEEE Conferences Committee Charter and IEEE Bylaw I-306.5 Conferences Committee.
- Approved a proposed IEEE-USA Position Statement on "Federal Support for Basic Research".
- Engaged in a strategic discussion on how IEEE-USA can achieve greater levels of engagement and involvement among IEEE U.S. members, and agreed to continue deliberations on this issue.
- Received a report on membership development efforts including the winners of IEEE-USA's 2006 section recruitment incentive.
- Received a progress Report on IEEE-USA Innovation Institute.
- Received a report on the status of planning for the IEEE-USA Annual Meeting.
- Received a task force report outlining next steps for an IEEE-USA conferences program.
- Received a report on the IEEE 2007 International RFID Conference.
- Discussed utilization of the IEEE-USA Voluntary Contributions Fund.
- Discussed anecdotal findings from an outreach to student branch advisors on student to member retention.
- Discussed the NCEES bioengineering licensure proposal.
- Discussed changes approved to the NCEES model licensure law requiring additional education and pending deliberations before the IEEE Educational Activities Board on the first professional degree.
- Deferred discussion on an item on coordination of IEEE on-line education and training offerings.
- Received a presentation on global skilled immigration and comparative national immigration laws.
- Received a report on IEEE GOLD activities.

- Deferred discussion on opportunities for collaboration with EAB.
- Received reports from the Vice Presidents of Career, Member, Professional and Technology Policy Activities.
- Received a report on IEEE-USA's 2007 public policy priorities.
- Received a report on IEEE-USA's government relations activities.
- Received a report on the National Academy of Engineering's Public Messaging Project.
- Received a report on IEEE-USA communications.
- Received the minutes of the Dec. 7 Executive Committee meeting of the American Association of Engineering Societies.

Took note of the next meeting date on 15 June 2007 in Philadelphia, Pennsylvania.

There was no other old or new business.

3) IEEE-USA OpCom

Orlando, Florida, 26 May 2007

Meeting Summary

The IEEE-USA Operating Committee (OpCom) met on 26 May 2007 in Orlando, Florida, where the following actions were taken:

- Approved by consent the minutes of the 14 Jan. 2007 OpCom meeting
- Approved the appointment of IEEE-USA's 2008 Government Fellows
- Received reports from the President, President-Elect and Past President
- Noted the withdrawal of Ron Hira from candidacy for IEEE-USA 2009 President-Elect and discussed a process for securing an alternative candidate if time permits
- Received the report of the Managing Director
- Received the Treasurer's report.
- Discussed the 2008 budget proposal

- Endorsed a Voluntary Funds request for an Engineering Skills Symposium with a recommendation that it be presented to the Board in phases
- Endorsed a Voluntary Funds request for the 2008 Public Awareness Program and a Precollege Education Teacher Grant program with a request that they be reviewed and reduced if possible
- Referred a Voluntary Funds request for 2008 Teacher-in-Service Program funding to the Board without recommendation due to insufficient information regarding program outcomes
- Declined Voluntary Funds requests for an R&D study, beta testing of the National Health Information Infrastructure, and a proposed Today's Engineer ad in "Wired" magazine
- Declined a Voluntary Fund request to procure 5,000 copies of an IEEE-USA-branded "Engineering, Go For It!" magazine, suggesting that a request for procurement of non-branded copies be submitted instead
- Tabled a Voluntary Fund request to supplement funding for planning and PACE participation in the Annual Meeting
- Endorsed extension of an updated IEEE-USA position statement on "User Rights in Digital Copyright"
- Endorsed extension of an updated IEEE-USA position statement on "Computer Industry Patents"
- Endorsed extension of an updated IEEE-USA position statement on "University Intellectual Property Guidelines"
- Endorsed a proposed IEEE-USA position statement on "Digital Rights Management" replacing an expired position statement on "Copy Control Systems"
- Endorsed a proposed IEEE-USA position statement on "Closing the Off-Shore Patent Infringement Loophole"
- Endorsed a proposed IEEE-USA position statement on "Plug-in Electric Hybrid Vehicles"
- Endorsed a proposed IEEE-USA position statement on the "National Aviation Safety Program"

- Endorsed a proposed IEEE-USA position statement on “The Use of Prizes and Awards to Foster Technology Innovation”
- Received a presentation on the Practice, Education and research in Sustainable Infrastructure (PERSI) Alliance and referred a proposal for IEEE-USA membership for consideration by the Board
- Noted that a proposed update to IEEE-USA’s position statement on “Ensuring a Strong High Tech Workforce for the 21st Century” would be presented to the Board at their June 2008 meeting
- Returned a proposed IEEE-USA position statement on “Educational Requirements for Engineering Licensure” to committee with questions and comments
- Tabled motions to revise the IEEE-USA PACE Committee Charter and rescind the Annual Meeting Planning Committee Charter
- Noted formation of a Presidential task force consisting of Russell Lefevre and Winnfort Myles to present recommendations regarding the future of the IEEE-USA Annual Meeting to the IEEE-USA Board in June 2008
- Tabled motions to revise the allocation of IEEE-USA Professional Development Funds
- Agreed to conduct a fax ballot of the Board on preferred topics for continuing of a strategic discussion on improving member engagement with IEEE-USA.
- Received a report on IEEE membership recruitment efforts
- Directed staff to develop a proposal outlining necessary bylaws changes to affect a single directly-elected Member-at-Large serving a two year term for consideration by the Board in June 2008
- Received a report on plans for the 2007 IEEE-USA Annual Meeting and tentative plans for 2008-2009 meetings
- Received a report on progress to date of the IEEE-USA Innovation Institute
- Received a report on the outcome of the 2007 IEEE RFID Conference, sponsored by IEEE-USA
- Received a presentation on a forthcoming IEEE Bioeconomics Conference done in partnership with NIST and asked to be listed as a sponsor
- Received a report on the status of IEEE-USA’s office relocation plans

- Received a report and requested comments on a proposal to reorganize the IEEE-USA Vice Presidencies
- Received the Vice President's report on career activities
- Received the Vice President's report on member activities
- Received the Vice President's report on professional activities
- Received the Vice President's report on technology policy activities
- Received a report on AAES activities
- Noted that a Fall meeting would be scheduled in September or October at a location and date to be determined

There being no further business, the meeting was adjourned at 6:00 p.m.

4) IEEE-USA Board of Directors

Philadelphia, PA, 16 June 2007

Meeting Summary

The IEEE-USA Board of Directors met on 16 June 2007 in Philadelphia, Pennsylvania, where the following actions were taken:

- Approved by consent the Minutes of the 15 Feb. 2007 meeting
- Approved by consent the Minutes of the 29 March 2007 special meeting
- Approved by consent the Minutes of the 4 June 2007 special meeting
- Approved by consent the extension of the IEEE-USA's updated 2002 position statement on "User Rights in Digital Copyright"
- Approved by consent an extension of the IEEE-USA's updated 2002 position statement on "Computer Industry Patents"
- Approved by consent an extension of the IEEE-USA's updated 2002 position statement on "University Intellectual Property Guidelines"
- Approved by consent a proposed IEEE-USA position statement on "Digital Rights Management"

- Approved by consent a proposed IEEE-USA position statement on "Closing the Off-shore Patent Infringement Loophole"
- Approved by consent a proposed IEEE-USA position statement on "Plug-in Electric Hybrid Vehicles"
- Approved by consent a proposed IEEE-USA position statement on the "National Aviation Safety Program"
- Approved by consent a proposed IEEE-USA position statement on "The Use of Prizes and Awards to Foster Technology Innovation"
- Received reports from the IEEE-USA President, President-Elect and Past President
- Received the report of the IEEE-USA Managing Director
- Received the report of the IEEE-USA Secretary-Treasurer on finances for the year to date and the 2008 budget proposal
- Approved a \$55K Voluntary Fund allocation for support to expand the EAB Teacher in Service Program into Region 6.
- Approved a \$23K Voluntary Fund allocation for support of an Engineering Skills Symposium.
- Approved a \$73K Voluntary Fund allocation for support of the 2008 IEEE-USA Public Awareness Program
- Approved a \$15K Voluntary Fund allocation for support of the IEEE-USA Teacher Reward/Grant Program
- Approved a proposed IEEE-USA position statement on "Educational Requirements for Engineering Licensure"
- Approved with revisions a proposed IEEE-USA position statement on "Ensuring a Strong High Tech Workforce Through Educational and Employment-Based Immigration Reform"
- Approved the withdrawal of IEEE-USA position statements on "Ensuring a Strong High Tech Workforce for the 21st Century," "The Graduate Student Exemption to
- the H-1B Visa Cap," and "The H-1B Visa"

- Conducted a strategic discussion on increasing member awareness of opportunities for engagement with IEEE-USA through improved communications, including uses of new media
- Received a briefing on the IEEE Member and Geographic Activities Board proposal
- Received a proposal requesting support for a FIRST New York/New Jersey Pilot Project to promote engineering and technological literacy
- Received a report on planning for the 2007 IEEE-USA Annual Meeting
- Agreed to cancel tentative plans for a 2008 Annual Meeting to avoid conflict with the IEEE Sections Congress and provided guidance on planning for future IEEE-USA Annual Meetings
- Received a report on IEEE involvement with a National Academy study on research integrity
- Discussed possible GOLD roles in facilitating student to member retention
- Received the reports of the Vice Presidents of Career, Member, Professional and Technology Policy Activities
- Received the reports of the IEEE-USA Members-at-Large
- Received the report of the Membership Development Committee liaison
- Received the report of the Conferences Committee liaison
- Received a notice and preliminary call for papers for the 2008 IEEE RFID Conference, to be held on 17-19 March 2008 in Las Vegas, NV.
- Received a progress report on IEEE-USA staff goals
- Received a report on IEEE-USA government relations activities
- Received a report of results from IEEE-USA Board of Directors' email ballots conducted during April-May 2007
- Received a report on the American Association of Engineering Societies
- Received a report on the IEEE Careers Committee

- Received a report on plans for an IEEE Green Technology Conference to be held in April 2009 in Lubbock, Texas
- Reviewed future meeting dates

There being no further business, the meeting was adjourned at 4:30 p.m.

5) IEEE-USA OpCom

San Jose, California, 20 October 2007

The IEEE-USA Operating Committee (OpCom) met on 20 Oct. 2007 in San Jose, California, where the following actions were taken:

- Approved by consent the draft minutes of the 26 May 2007 OpCom Meeting.
- Approved by consent a one year deferral of Voluntary Contribution Funds distribution previously authorized for expansion of the IEEE-USA Precollege Education Teacher Reward/Grant Program
- Received reports from the IEEE-USA President, President-Elect, Past-President and Managing Director
- Received the Treasurer's Report on 2007 finances and the status of the Voluntary Contributions Fund
- Requested that the Treasurer present a proposal for spending down a projected IEEE-USA 2007 budget surplus for consideration by the IEEE-USA Board at its November meeting
- Endorsed for Board approve a 2008 budget proposal including the associated Professional Activities Fund distribution to the regions
- Endorsed for Board approval a proposal for realignment of the responsibilities and committee portfolios of the IEEE-USA Vice Presidents
- Endorsed for Board approval a charter establishing an IEEE-USA Emerging Technology Directions Committee
- Endorsed for Board approval an updated IEEE-USA Strategic and Operational Plan (2008-2012)
- Endorsed for Board approval proposed changes to the IEEE-USA Annual Meeting Committee Charter

- Endorsed for Board approval a proposed IEEE-USA position statement on "Department of Defense Science and Technology"
- Endorsed for Board approval a proposed IEEE-USA position statement on "Surface Transportation Security"
- Endorsement for Board approval a proposed IEEE-USA position statement on "Synthetic Aperture Radar"
- Withdrew for further consideration possible development proposed IEEE-USA position statements on "Remote Sensing" and "Maintaining U.S. Leadership in Innovation"
- Endorsed for Board approval the reinstatement of IEEE-USA's 2001 position statement on "Optimized Use of Federal Laboratories" with updating revisions
- Received a presentation by Loretta Arellano and discussed the reorganization of the Regional Activities Board into the Member and Geographic Activities Board
- Discussed the IEEE Membership Models Initiative
- Engaged in a preliminary discussion with President-Elect Lefevre on strategic priorities for 2008
- Discussed changes to the IEEE-USA Government Fellowship program adopted by the Government Fellows Committee
- Discussed generally the issue of IEEE-USA publishing of articles or ebooks on topics not aligned with IEEE-USA positions or interests
- Received a progress report on development of an IEEE-USA Globalization Toolkit
- Received an updated on the NCEES 30 hours licensure proposal
- Received an update on efforts to develop a biomedical engineering licensure examination
- Received an update on NCEES efforts to broaden software licensure
- Received a paper outlining options for a possible IEEE-USA History Project
- Discussed plans for the 2008 Annual Meeting

- Received reports from the Vice Presidents of Career, Member, Professional and Technology Policy Activities
- Received a report on American Association of Engineering Society activities and financial issues related to AAES dues for participation in international engineering organizations
- Confirmed the next OpCom meeting date on 12 Jan. 2008 in Redondo Beach, California

There being no further business, the meeting was adjourned at 5:00 p.m.

6) IEEE-USA Board of Directors

Boston, Massachusetts, 16 Nov. 2007

The IEEE-USA Board of Directors met on 16 Nov. 2007 in Boston, Massachusetts where the following actions were taken:

- Approved by consent the minutes of the 16 June 2007 meeting
- Approved by consent a charter establishing the IEEE-USA Emerging Technology Directions Committee
- Approved by consent an update to the IEEE-USA Strategic and Operational Plan (2008-2012)
- Approved by consent amendments to the IEEE-USA Annual Meeting Committee Charter.
- Approved by consent an IEEE-USA position statement on “Department of Defense Science and Technology”
- Approved by consent an IEEE-USA position statement on “Surface Transportation Security”
- Approved by consent an IEEE-USA position statement on “Synthetic Aperture Radar”
- Approved by consent an IEEE-USA position statement on “Optimized Use of Federal Laboratories”
- Received reports from the President, President-Elect and Past President.
- Received a report from the Managing Director.

- Received the Treasurer's report on 2007 financial performance and status of the voluntary contributions fund.
- Approved guidelines for managing the projected IEEE-USA 2007 budget surplus with a goal of breakeven by year end.
- Approved a transfer of the Government Fellows account surplus to the IEEE-USA Government Fellows Fund as part of the surplus management guidelines.
- Approved the IEEE-USA 2008 budget proposal
- Approved a slate of IEEE-USA 2007 Awards and Recognitions.
- Returned to committee a nomination for the IEEE-USA 2007 Distinguished Public Service Award for further consideration
- Selected Evelyn Hirt and Ron Jensen as candidates for IEEE-USA 2009 President-Elect
- Selected Jean Eason and Emily Sopensky as candidates for IEEE-USA 2009-2010 Member-at-Large
- Appointed Don Hill and George McClure to the IEEE-USA Nominations and Appointments Committee for the 2008-2009 term, and appointed Bob Scolli as the 2008 Alternate
- Approved a proposal to realign the portfolios of the IEEE-USA Vice Presidents, including associated amendments to IEEE-USA's policies and committee charters
- Approved a motion to support the international activities of the American Association of Engineering Societies, with a maximum financial obligation of \$10K
- Approved participation in the Practice, Education and Research for Sustainable Infrastructure (PERSI) Initiative for 2008
- Discussed the IEEE membership models initiative
- Received the President-Elect's report on his plans and priorities for 2008
- Discussed an EAB-proposed IEEE position on the "First Professional Degree"
- Received a report on facilities issues related to future co-location with the IEEE Computer Society

- Convened the IEEE-USA Assembly to elect the IEEE-USA 2008 Vice Presidents and Secretary-Treasurer.
- Approved holding an IEEE-USA Annual Meeting in Spring 2008 and received a report on planning
- Received a report with results of the IEEE-USA Board Self Assessment Survey
- Received a report on AAES' Strategic Plans and Outlook
- Received a report on the IEEE-USA Innovation Institute, including highlights of the first Innovation Forum held on 6-8 Nov
- Received annual reports from the IEEE-USA Vice Presidents for Career Activities, Member Activities, Professional Activities and Technology Policy Activities
- Receive a report on plans for the 2008 IEEE Honors Ceremony to be held in conjunction with the Sections Congress in Quebec
- Received a report on progress by the EAB Teacher-in-Service Program
- Received a report on IEEE membership development activities
- Received a progress report on IEEE-USA staff goals
- Received a report on IEEE-USA government relations activities
- Received a report on IEEE-USA communications/public awareness activities
- Approved a motion continuing IEEE-USA participation in an ad hoc IEEE Careers Committee in 2008
- Received a report on activities of the Graduates of the Last Decade (GOLD) program
- Conveyed appreciations to the IEEE-USA President and out-going Board members.

There was no additional old or new business. The meeting was adjourned at 6:30 p.m.