IEEE-USA Board of Directors and Operating Committee
2008 Meeting Summaries

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1) IEEE-USA Operating Committee

Redondo Beach, CA, 12 January 2008

Meeting Summary

The IEEE-USA Operating Committee met in 12 January 2008 in Redondo Beach, California, where the following actions were taken:

- Approved the minutes of the 20 Oct. 2007 OpCom meeting.
- 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 Treasurer on 2007 year end financial outlook, the 2008 budget, the IEEE-USA Fund status, and 2009 budget planning.
- Discussed the President’s proposed strategic focus and priority activities for 2008.
- Reviewed the 2008 goals and activities for IEEE-USA’s career and member services.
- Received the 2008 goals and activities for IEEE-USA’s communications and public awareness programs.
- Reviewed the 2008 goals and activities for IEEE-USA’s government relations programs.
- Reviewed the 2008 goals and activities IEEE-USA’s professional activities.
• Reviewed the results of the 2007 Board of Directors Self Assessment Survey

• Endorsed for Board approval proposed amendments to the IEEE-USA Operations Manual concerning volunteer responsibility and dispute resolution

• Approved a statement of 2008 IEEE-USA public policy priorities, which will be circulated to the Board for comment prior to final publication.

• Endorsed for board approval a $12K transfer from the IEEE-USA Fund in FY’2008 to support Professional Development Seminars in U.S. Regions 1-6.

• Approved the transfer of up to $2.5k per U.S. region from the IEEE-USA Voluntary Contributions Fund (Boeing Grants) in FY’2008, for GOLD members to attend the 2008 IEEE-USA Annual Meeting.

• Discussed IEEE planning for implementation of an alternative membership model.

• Discussed plans for the 2008 IEEE-USA Annual Meeting.

• Discussed 2008 plans for the IEEE-USA Innovation Institute.

• Received an information report on the current status of IEEE-USA 2008 appointments.

• Received an information report on the American Association of Engineering Societies.

• Received a report on 2007 legislative outcomes.

• Confirmed that the next OpCom meeting will be held in May on a date and location to be determined.

There was no additional old or new business.

2) IEEE-USA Board of Directors

Louisville, Kentucky, 15 Feb. 2008

Meeting Summary

The IEEE-USA Board of Directors met on 15 February 2008 in Louisville, Kentucky, where the following actions were taken:

• Approved by consent the minutes of the 16 Nov. 2007 meeting
• Approved by consent the appointment of Loretta Arellano as the Regional Representative to IEEE-USA OpCom

• Approved by consent Volunteer Responsibility and Dispute Resolution Amendments to the IEEE-USA Operations Manual

• Approved by consent the IEEE Governance Committee recommended changes to the IEEE-USA Emerging Technology Directions Committee Charter

• Approved by consent the IEEE Governance Committee recommended changes to the IEEE-USA Annual Meeting Committee Charter

• Approved by consent the IEEE Governance Committee recommended changes to the IEEE-USA Policy Manual and committee charters concerning the IEEE-USA Vice Presidents

• Approved by consent of IEEE-USA fund allocation for support of a Professional Development Seminar Program

• Received reports from the IEEE-USA President, President-Elect and Past President

• Received a report from the IEEE-USA Managing Director

• Received the Treasurer’s report, including 2007 budget performance, 2008 budget outlook, 2009 budget planning and status of the IEEE-USA Fund

• Approved the selection of U.S. Senators Lamar Alexander and Jeff Bingaman for the 2007 IEEE-USA Public Service Award

• Provided favorable input to the IEEE-USA President on a pending IEEE Bylaw amendment expanding eligibility for the IEEE-USA Technical Activities Representative to include both sitting and past TAB directors

• Approved IEEE-USA affiliation with the Call for a Presidential Science and Technology Debate

• Reviewed the 2008 strategic focus and operational goals

• Reviewed the 2007 Board Self Assessment Survey and identified areas for follow-up

• Discussed IEEE-USA-related issues raised during the IEEE Strategic Planning process
• Discussed opportunities for collaboration with IEEE Women in Engineering, agreed to place an advertorial in the new WIE magazine, and invited WIE to submit a PACE proposal for support of an upcoming WIE regional conference

• Reviewed the status of planning for the IEEE-USA Annual Meeting

• Reviewed progress and 2008 plans for the IEEE-USA Innovation Institute

• Briefly discussed the IEEE Membership Model Initiative

• Discussed NCEES plans for implementation of the Bachelors + 30 hours model licensure law and associated opportunities for IEEE

• Discussed issue of software engineering licensure

• Received a report from IEEE-EA Managing Director Doug Gorham on the IEEE Teacher-in-Service Program

• Reviewed plans for IEEE-USA’s presence at the 2008 Sections Congress

• Received a report from Tom Wiener on activities of the IEEE Committee on Earth Observation

• Received reports from the IEEE-USA Vice Presidents on Career & Member Services, Communications, Government Relations and Professional Activities

• Announced the winners of the IEEE-USA on-line video contest

• Received reports from the IEEE-USA Members-at-Large

• Received a report on IEEE membership recruitment activities

• Announced the winners of the IEEE-USA 2007 section recruitment incentives

• Received a report on IEEE GOLD activities

• Received a report on IEEE technical activities

• Received a report on the American Association of Engineering Societies

• Invited the Region 1-6 directors to submit highlights of regional activities

• Received a report on the IEEE Robotics Challenge
Noted the dates for the next meeting of the IEEE-USA OpCom (25 April in Indianapolis) and the IEEE-USA Board of Directors (20 June in Denver)

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

3) IEEE-USA OpCom

Indianapolis, Indiana, 25 April 2008

Meeting Summary

The IEEE-USA Operating Committee (OpCom) met on 25 April 2008 in Indianapolis, Indiana, where the following actions were taken:

- Approved by consent the minutes of the 12 January 2008 OpCom meeting
- 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 finances for the year to date and the 2009 budget proposal
- Returned to committee a proposed IEEE-USA position on “Quality of Health Care Information on the Internet” for further work.
- Endorsed for IEEE-USA Board approval a proposed IEEE-USA position statement on “Encryption Policy.”
- Endorsed with a typographical correction for IEEE-USA Board approval a proposed IEEE-USA position statement on “Nondiscrimination in Employment Based on Genetic and Other Health Information.”
- Endorsed for IEEE-USA Board approval a proposed IEEE-USA position statement on “Remote Sensing”, with a request that the committee communicate more detailed plans for use of the statement.
- Endorsed for IEEE-USA Board approval a proposed IEEE-USA position statement on “Energy Efficiency,” with a request that the committee communicate more detailed plans for use of the statement.
- Endorsed for IEEE-USA Board approval a proposed IEEE-USA position statement on “Upgrading the National Airspace System,” with a request that the committee communicate more detailed plans for use of the statement.
• Endorsed for Board approval a set of amendments to IEEE-USA policies conforming them to changes in the IEEE Bylaws concerning the IEEE-USA Technical Activities Representative.

• Returned to committee a proposed position statement entitled “Patents Should be Limited to Technology” without prejudice to consideration by the Board at its June meeting, and with a request that the committee provides a summary of opposing entities and arguments.

• Endorsed for Board approval a revision of the 2003 IEEE-USA position statement on “Reverse Engineering”.

• Returned to committee without discussion, at the request of the Government Relations, a proposed IEEE-USA position statement on “Digital Millennium Copyright Act Encryption Research Provisions”.

• Endorsed for IEEE-USA Board approval a proposed 2009 IEEE-USA Public Awareness Program plan and budget.

• Authorized a $40K expenditure to retain Morrison Public Affairs Group through year end to assist IEEE-USA advocacy efforts related to immigration reform.

• Received a report and request for comments on proposed guidelines for IEEE-USA eBook publications.

• Received a report and request for comments on proposals for improving Board communications and engagement.

• Recommended that IEEE-USA representatives engage MGA and EAB on the issue of a consolidated Precollege Education Committee to ensure that the unique role of IEEE-USA and interests of the Region 1 – 6 IEEE members are recognized.

• Discussed current IEEE-USA efforts to develop webinars and audio-visual content capturing IEEE-USA career, professional and government relations activities.

• Discussed outcomes from a recent IEEE Strategic Program Assessment meeting, generally and with respect to the IEEE-USA eBook publishing program.

• Agreed to communicate with the National Council of Examiners for Engineering and Surveying to confirm IEEE-USA’s official relationship to that body.
• Empowered President Lefèvre to explore proposed clarifications to the IEEE Position Statement on the First Professional Degree with the IEEE Educational Activities Board.

• Received a report on progress in assessing Alternative Membership Models for IEEE.

• Discussed a proposal to enhance IEEE-USA governance.

• Discussed but took no action on a proposal to explore an IEEE-USA role in establishing a software engineering licensure examination.

• Approved locations and tentative dates for 2010-2012 IEEE-USA Annual Meetings.

• Received Vice President reports on Career & Member Services, Communications & Public Awareness, Government Relations and Professional Activities.

• Received a report on GOLD members participating in the IEEE-USA Annual Meeting.

• Received an oral report on IEEE technical and conference activities

• Received an oral report on progress and upcoming plans for the IEEE-USA Innovation Institute

• Received a report on new directions for the American Association of Engineering Societies, including 2009 plans of the World Federation of Engineering Organizations and the upcoming NAE Engineering Societies Convocation.

• Confirmed the next meeting on 25 Oct. 2008 in Charleston, South Carolina.

There was no additional old or new business.

There being no further business, the meeting was adjourned at 4:15 pm.

4) IEEE-USA Board of Directors

Denver, Colorado, 20 June 2008

Meeting Summary

The IEEE-USA Board of Directors met on 20 June 2008 in Denver, Colorado, where the following actions were taken:
• Approved by consent the minutes of the 15 Feb. 2008 Board of Directors meeting.

• Approved by consent a proposed IEEE-USA position statement on "Encryption Policy"

• Approved by consent a proposed IEEE-USA position statement on "Nondiscrimination in Employment Based on Genetic and Other Health Information"

• 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 2008 finances and the 2009 budget proposal.

• Approved a set of guidelines and priorities for expenditure of the projected 2008 budget surplus, with addition of $5K for PACE Division Activities.

• Approved a proposed 2009 IEEE-USA Public Awareness Program Plan and budget.

• Approved a proposed IEEE-USA position statement on “Remote Sensing.”

• Approved a proposed IEEE-USA position statement on “Energy Efficiency.”

• Approved a proposed IEEE-USA position statement on "Upgrading the National Airspace System"

• Postponed until November consideration of a proposed IEEE-USA position statement on "Patents Should be Limited to Technology"

• Approved an extension with editorial revisions of the 2003 IEEE-USA position statement on "Reverse Engineering"

• Approved amendments to IEEE-USA policies conforming them to changes in the IEEE Bylaws concerning the IEEE-USA Technical Activities Representative.

• Withdrew a motion seeking Board approval to hold Professional Development Seminars at Globecom 2008 to permit review as a PACE project.

• Approved revisions to the IEEE-USA’s position statement on “Digital Millennium Copyright Act (DMCA) Encryption Research Provisions”
• Approved a proposed IEEE-USA position statement on "Maintaining U.S. Leadership in Innovation and Competitiveness" and withdrawal of 2006 Position Statement

• Approved a proposed IEEE-USA position statement on "Nanotechnology Research and Development"

• Approved a recommendation to suspend the current Innovation Institute business model and asking the Steering Committee to propose an updated plan for Board consideration by Sept. 10.

• Provided President-Elect Day with feedback on plans for enhancing IEEE-USA governance.

• Provided input to the Vice President, Communications on options for improving Board communication and engagement.

• Discussed on-going plans to improve coordination of EAB, IEEE-USA and MGA precollege activity programs.

• Discussed proposals for continuation of the IEEE Careers Committee and planning to create integrated career programs.

• Received reports from the Regional Directors on regional activities of note.

• Received reports from the Vice Presidents on Career & Member Services, Communications & Public Awareness, Government Relations, and Professional Activities.

• Received a report from Member-at-Large Vaughn on his involvement with the NCEES B+30 Task Force.

• Received a report from GOLD Liaison Hummel on GOLD involvement at the 2008 Annual Meeting.

• Received a report from Technical Activities Representative Hellenius on strengthening communications between IEEE-USA and TAB.

• Received a report from Ralph Wyndrum on strategic directions of the American Association of Engineering Societies.

• Received a report from Conference Committee representative Rubenstein on conference issues, including proposed new methodology for conference publications revenue distribution.
• Received a report from Lee Stogner and John Day on IEEE membership development initiatives.

• Received a report of email ballot results.

• Noted dates of future meetings.

There being no further business, the meeting was adjourned at 3:40 pm.

5) IEEE-USA OpCom

Charleston, South Carolina, 25 October 2008

Meeting Summary

The IEEE-USA OpCom met on 25 Oct. 2008 in Charleston, South Carolina, where the following actions were taken:

• Approved the draft minutes of the 25 April 2008 OpCom meeting

• 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 2008 finances and voluntary contributions

• Endorsed the proposed 2009 IEEE-USA budget proposal

• Endorse the recommendations of the Innovation Institute’s Steering Committee for 2009 program activities with a $50K funding commitment and a request for regular progress reports

• Endorsed a proposed charter establishing an IEEE-USA Government Relations Council and the withdrawal of the current charter for the IEEE-USA Technology Policy Council

• Endorsed a proposed extension of the IEEE-USA position statement on “Disclosure of Intellectual Property Assignment Agreements”

• Endorsed a proposed IEEE-USA position statement on “Nationwide High-Speed Broadband Data Services” and the withdrawal of the 2003 position statements on “Accelerating Advanced Broadband Deployment” and “Universal Access”

• Endorsed the proposed IEEE-USA position statement on “Saving the Arecibo Observatory” with some editing to improve clarity.
• Endorsed the proposed IEEE-USA position statement on the “International Thermonuclear Experimental Reactor (ITER)”

• Endorsed the proposed extension of the IEEE-USA position statement on “Engineering Licensure”

• Endorsed the proposed extension of the IEEE-USA position statement on “Continuing Professional Competence for IEEE’s U.S. Members.”

• Endorsed a proposed IEEE-USA position statement on “Patient Safety: The Role of Information Technology in Reducing Medical Errors”

• Withdrew a motion to endorse a proposed IEEE-USA position statement on “U.S. Government Advisory Entities Concerned with Health-Related Issues” to permit further editing

• Endorsed a proposed IEEE-USA position statement on “Reliability of the Bulk Power Electric System”

• Endorsed proposed amendments to the IEEE-USA Employment and Career Services Committee Charter

• Received a report from Lee Stogner and discussed IEEE Member Development initiatives

• Discussed a proposal for a joint IEEE-USA/MGA New Initiative proposal on globalizing professional activities

• Discussed IEEE Operational Planning and Dashboarding efforts including IEEE-USA’s related efforts to create program dashboards

• Discussed a proposal by the California Engineering Foundation requesting support for development of a Knowledge Management System

• Received a report on Career and Member Services activities

• Received a report on Communications and Public Awareness activities

• Received a report on Government Relations activities

• Received a report on IEEE-USA Professional Activities

• Received a report on the status of the B+30 engineering licensure proposal
- Received a report on activities of the American Association of Engineering Societies
- Received a report on outcomes from the 2008 IEEE RFID Conference
- Received a report on the ASCE’s recently released engineering ethics and anti-corruption video, for which IEEE-USA President Russ Lefevre served as a technical advisor.

There being no further business, the meeting was adjourned at approximately 3:30 p.m.

6) IEEE-USA Board of Directors

New Brunswick, New Jersey, 15 Nov. 2008

Meeting Summary

The IEEE-USA Board of Directors will meet on 15 Nov. 2008 in New Brunswick, New Jersey.