

IEEE Education Society  
Board of Governors Meeting  
ASEE/IEEE Frontiers in Education Conference  
Seattle, Washington  
Friday, October 5, 2012

Attendance: Castro, Meier, Llamas, Tovar, Brito, Ciampi, Ban, Mousavinezhad ,  
Brown, Mina, K.P. Mark (Hong Kong), Nelson, Froyd, Bohmann, Perez, Lord,  
Sluss, Danilo Garbi-Zutin (Austria), Litynski, Rowland, Jones, Slivosky

1. Welcome and Introductions
  - a. Dr. Manuel Castro welcomed the Executive Committee, the Board of Governors, the Society members, and guests.
2. Approval of Agenda
  - a. Motion to approve: Meier
  - b. Second: Lord
  - c. Motion approved
3. Approval of the Minutes from Previous AdCom Meeting
  - a. Motion to approve October 2011: Bohmann
  - b. Second Lord
  - c. Motion passes
  - d. Motion to approve June 2012: Meier
  - e. Second: Bohmann
  - f. Motion passes
4. Report of Business transacted other than at Adcom Meeting
  - a. Rob and Manuel approached EAB and MGA during TAB meetings. The goal was to enhance the presence of the Society in these IEEE level committees.
  - b. They will propose structural changes to our Board of Governors because of these discussions.
  - c. Open access journals are an IEEE trend. We are working to understand it and participate in this initiative. Our Transactions on Education and IEEE RITA will be open access. Authors pay for open access. The current proposed fee is \$3500 per paper. Actuarialised from the lifetime payments expected from a non-open access paper is the assumption although it cannot be confirmed that this is not just an arbitrary fee.
  - d. Meier has initiated conversation among the executive committee about the care that is needed in our conference relationships. We must avoid fake papers, plagiarism, low-quality papers, etc.
  - e. Memorandums of Understanding (MOUs) are being explored between other sister societies such as the Latin American and Portugal societies.
5. Report of Communication
6. Report of Officers
  - a. President's Report – Rob Reilly

- i. Dr. Reilly sent a short thank you and departure note to the Board of Governors. Dr. Manuel summarized the report in his absence and thanked him for his strong contributions to our Society.
  - b. Treasurer's Report – Lance Perez
    - i. The 2012 projection is surplus of \$3800.
    - ii. At this point the projection is neutral plus/minus some variance.
    - iii. The 2013 budget was submitted, reviewed, sent back for questions, resubmitted without change, no response at this time.
    - iv. Current surplus is \$818,000.
- 7. Awards Committee – Manuel Castro
  - a. Education Society Awards were presented last night at the Awards Banquet. HP/Terman/Rigas, Premier, FIE, and Society awards have been given here at FIE.
  - b. Dr. Castro thanks the subcommittees for their work.
  - c. Awards Process AdHoc Subcommittee Report – Ed Jones
    - i. Jones, Meier, Feisel, Sluss served on the subcommittee
    - ii. First suggested change: Advance the date of nominations to April 15.
    - iii. Second suggested change: unified process and format for all applications for the awards.
    - iv. Third suggested change: creation of a process to solve the issue of no nominations. Recommendation letters will be required for all nominations.
    - v. Motion to approve: Lord
    - vi. Second: Sluss
    - vii. Discussion: reason for April is to avoid academic end of year in June, helps if you have no nominations because you have more time to solicit, etc.
    - viii. Motion approved.
    - ix. Jones suggests advertising in ECEDHA, Transactions, Interface, etc.
    - x. Lord notes the electronic means of advertising is much more effective because many people never open the physical transactions anymore.
- 8. Chapters Committee – Rob Reilly, K.P. Mark
  - a. K.P. Mark reports on behalf of the committee
  - b. We currently have 60 chapters and this has been constant.
  - c. We now have 5 student chapter.
  - d. 55 of our chapters are stable.
  - e. 2 to 5 chapters are dissolved annually
  - f. 2 to 5 chapters become active each year. Thus we remain pretty constant.
  - g. Committee is working on ways to make chapters relevant.

- h. Often times chapters become one-person operations, successfully runs for a few years, then dissolved.
  - i. Formation of student chapters is not our top priority in our fields of interest.
  - j. Goals for 2013 year: revise the function of our chapters, create an administrative policy and process to support our student chapters, maintain monthly email contact with chapters, identify the needs of the chapters, strengthen connection between the chapters in china and help them receive support from local governments
  - k. Oliver Ban reports that in the past they saw a very fast growth in chapter formations in China and India. But, within a couple of years, it is clear that they are not functioning as active chapters. He notes that a few years ago he proposed loosely connected Chinese Council to coordinate exactly this type of activity.
9. Constitution and Bylaws Committee – Victor Nelson
- a. Changes were sent to IEEE in August. Once approval from IEEE is given then it goes out for 30 days for comment to the membership. This includes the three vice presidents,
  - b. Phasing in new officer terms and elections that goes with those
    - i. Old bylaws are still in effect and thus the officers are one year terms when elected today. Vice Presidents are still appointments.
    - ii. If it is approved then the new bylaws for elections become effective next October.
    - iii. Discussion on staggering by phase in so that not all positions are elected at the same time. This was the consensus.
      - 1. Lord motions secretary/conference/pubs on one ticket, treasurer/mga/ea as the other one with the first ticket elected for 2 year terms in 2013, the other ticket (t, mga, ea) as one year terms. First three on the odd years, second three on the even years.
      - 2. Second Bohmann
      - 3. No additional discussion
    - iv. Starting in Fall 2013, we will elect a president elect and we will no longer be running a president ticket.
      - 1. Option 1: give President and President elect one extra term – this is our current practice and we would do that one more time. New bylaws for these offices would take effect in 2014.
      - 2. Option 2: elect President Elect in Fall 2013.
      - 3. Motion for Option 1: Nelson
      - 4. Second Ban
      - 5. Discussion: none
      - 6. Motion approved with two absentions
  - c. Election of the Board of Governors by the Society

- i. Nelson discussed with IEEE and drafted the bylaws change.
  - ii. A twelve week cycle is typical from reception of slate of nominees until they are reported back.
  - iii. Time line: election results by 1 October, so we need to go back twelve weeks to 1 July. But we would like to review them at ASEE Meeting so we would like nominating to have them to the board by 1 June so the nominating committee would need to be working on the slate by March 15. If approved this would like be for 2014 elections.
  - iv. Motion: Nelson
  - v. Second: Bohmann
  - vi. Cost was discussed: approximately \$5000 so this needs to become a line item in the budget
  - vii. Lord supports this motion because it involves our society. The actively involved members of the Board would still elect officers. But it increases transparency, inclusion, etc.
  - viii. Motion carries
- d. Proposal for new changes
  - i. Elimination of Senior Past President
    - 1. Nelson notes that right now there is an eight year commitment: two president elect, two president, two junior, two senior past president
    - 2. Meier notes the value that Senior past presidents bring to all society review, understanding TAB politics, etc.
    - 3. Motion: Nelson “adopt proposal to eliminate the formal position of senior past president in favor of past president.”
    - 4. Second: Perez
    - 5. Motion: 1 for, 8 against, three abstains (JIM: THIS IS CORRECT. MARTIN AND I CHECKED IT)
  - ii. Restructuring of standing committees under Vice President
  - iii. Change of Responsibilities and Name of VP Chapters to Vice President MGA with these reporting subcommittees
    - 1. Chapters
    - 2. Fellows
    - 3. Membership
    - 4. Professional Development
    - 5. Women in Engineering
    - 6. Student Activities
      - a. Motion: Nelson
      - b. Second: Lord
      - c. Motion passed
  - iv. Addition of Vice President Educational Activities and Awards
    - 1. Educational Activities Committee
    - 2. Awards Committee
    - 3. DLP Committee

4. Ethics in Engineering Committee
    - a. Motion: Nelson
    - b. Second: Lord
    - c. Bohmann asks for clarification on what Educational Activities.
    - d. Castro explains that EAB is a separate part of IEEE that manages things like accreditation, teacher-in-service program, K-12 relationships
    - e. Lord goes on record opposed to intervening in accreditation.
    - f. Castro clarifies that this is not the same as ABET accreditation. It is more the programs that professors use to validate their abilities.
    - g. Lord notes she doesn't feel comfortable at this moment because we have been in trouble with IEEE because of trying to venture into accreditation.
    - h. Nelson: tables to rewrite and table to electronic vote
  - v. Other VP already approved: VP Conferences
    1. Meetings Committee
    2. FIE Steering
    3. EDUCON Steering
    4. TALE Steering
  - vi. Other VP already approved: VP Publications
    1. Publications Committee
    2. Website and Dissemination Committee
  - vii. Voting members of the Executive Committee: President, President-elect, Secretary, Treasurer, Past President, the four Vice Presidents
10. Distinguished Lecture Program – Edmundo Tovar
    - a. Selected two events to be supported.
    - b. Both events happened in September
    - c. Production of the website is occurring. This will increase the visibility. Spain Section is hosting this for the Society.
  11. Ethics in Education Committee – Manuel Castro
    - a. Virtual meetings have occurred
    - b. Working to set up structure
    - c. Education Society decided not to participate in the Engineering Ethics conference as a financial co-sponsor.
  12. Intersociety Relationships – Melany Ciampi and Claudio Brito
    - a. Made a general MOU that can be adapted to different organizations
    - b. First version keeps financial agreements out. These will be added as amendments when needed.
    - c. These are drafts and we will continue circulating in the Board for comments.

- d. LACCEI MOU
  - i. Latin American Coalition of Colleges of Engineering ????
- e. SPEE MOU
- f. SEFI MOU – They spoke with the President in Greece last week.
- 13. Fellows Committee – James Rowland
  - a. Committee proposed of 10 members – one from each region of IEEE.
  - b. Many are well known in IEEE – past presidents, people that have served on this board, etc.
  - c. Deadline on June 15.
- 14. Finance Committee – Leonard Bohmann
  - a. Proposes changes to operational procedures be sent to Board of Governors for Electronic Vote
- 15. Meetings Committee - Russ Meier
  - a. Handles 75 to 100 emails per week related to IEEE Education Society and partner conferences
  - b. FIE, EDUCON, and TALE all happened
- 16. Membership Committee – Hossein Mousavinezhad
  - a. August 2012 to August 2011 – up 3%, 2374 members
  - b. Booth upstairs is offering membership free with IEEE members
- 17. New Initiatives – Manuel Castro
  - a. No money for this year at this time.
  - b. Last year we got some at the end of the year and we will try to get it again this year.
- 18. Publications Committee – Martin Llamas Nistal
  - a. New IEEE Education Society Publications Website
  - b. Two elections of editors in chief: Transactions (Jeff Froyd), TLT (Peter Brusilovsky) Associated Editor (See his report)
  - c. Proposed joint online journal (iJEP)
  - d. 50% - 50% financial commitment
  - e. MOU proposal has been finished and now it is circulated.
  - f. IEEE RITA converts to a journal
- 19. Professional Development – Oliver Ban
- 20. Standards Committee – Hamadou Saliah Hassane
- 21. Website Committee – Manuel Castro
- 22. Unfinished Business – Manuel Castro
- 23. New Business – Manuel Castro
- 24. Board of Governors Election – Susan Lord
  - a. Secretary : Oliver Ban
  - b. BoG : Ciampi, Nelson, Tovar, Rover, Auer
- 25. 2013 Appointments (VPs and Chairs) – 2013 President
  - a. VP MGA – Reilly
    - i. Lord goes on record as opposing a person holding two officer positions.
  - b. VP Publications – Martin
  - c. VP Conferences – Russ

d. If we approve VP EA – Edmundo

26. Adjourn

a. Motion: Sluss

b. Second Perez

c.