IEEE Education Society
Board of Governors Meeting
Thursday, 1 July 2021
Zoom

Attendees: Edmundo Tovar, Tony Maciejewski, Melany Ciampi, Martin Llamas Nistal, Arnold Pears, Claudio da Rocha Brito, Henrique Santos, Jim Sluss, Russ Meier, Steve Watkins, Manuel Castro, Rosanna Chan, Maria Feldgen, Meriel Huggard, Maria M. Larrondo Petrie, Mark J.W. Lee, Jill Nelson, Sorel Reisman, Diana Andone, Rebecca Strachan, Diane Rover, Hamadou Saliah-Hassane, Rosa Maria Vasconcelos

Staff: Madison Musselman

Guests: Lisa Huettel

1. Roll Call – Tovar

Tovar offered a welcome to the Board of Governors (BoG) and guests and each attendee introduced themselves.

2. Housekeeping – Musselman

Musselman provided an overview of the virtual meeting operations and voting procedure.

3. Approve Meeting Consent Agenda – Tovar

Motion: Edmundo Tovar moves to approve the IEEE Education Society Board of Governors 1 July 2021 Meeting Consent Agenda. No 2nd Needed. Motion carries.

4. Approve Meeting Action Agenda – Tovar

Motion: Edmundo Tovar moves to approve the IEEE Education Society Board of Governors 1 July 2021 Meeting Action Agenda. No 2nd Needed. Motion carries.

5. President's Report – Tovar

Tovar began the President's Report with an update on the Society's Review Report and Review Meeting. Overall, the Society received very positive feedback regarding Society's practices including operations, governance, conferences, publications, standards, strategic partnerships. and educational activities. The two main areas pointed out for improvement were 1) increasing professional affiliation and gender diversity in the Society's leadership, publications, and membership and 2) assigning measurable indicators of success to any strategic actions.

Tovar gave a status update on Society's Strategic Plan Document which is currently in draft format and will be sent out for approval via eVote in the next month.

Tovar reminded the BoG that one of his priorities as President is to become a society that is governed by data in order to improve the Society's overall decision-making processes. To reach this goal, data identification is currently taking place, with the intent to provide all data obtained as open, transparent, data to the Society's membership.

An update was given on the 2021 presidential appointments, including the TAB representatives, general appointments, and the recently formed President's Advisory Committee.

An update on the Society's membership was provided. EdSoc currently has 3,138 members and that number is steadily increasing.

Tovar presented on several of the ongoing presidential initiatives, including the development a Society Operations manual, which will detail all of the Society's operational processes (for example, the new MoU approval process), the execution of several membership initiatives, including calling chapter chairs to participate in IEEE activities, and a new member recognition initiative that recognizes individuals who have been a Society member for five years or more.

Tovar also introduced the new sections of the Society's Newsletter, the "Chapter Spotlight" section and the "Meet your IEEE Fellows" section.

An update was also given on the Society's strategic partnerships with other IEEE Organizational Units and outside organizations, which include collaborations with IEEE Education Activities (EA), IEEE Learning Network (ILN), IEEE Continuing Education Committee (CEC), IEEE Computer Society, and MERLOT.

Tovar recognized and thanked the Society's Officers and Operations Manager for all of their work this year, especially with the Society Review Report.

6. Operations Report – Musselman

Musselman provided an update on the operational tasks completed in quarter two of 2021 and summarized the upcoming tasks that will occur in quarter three of 2021.

Musselman reminded the BoG to contact her regarding any events, opportunities, or news that they would like to see featured on the Society's website or social media, in the Society's newsletter, or sent out in an email to the Society's membership.

The BoG was surveyed about their ability to travel to an in-person Fall BoG meeting. The majority of the BoG members would like the Fall BoG meeting to be a hybrid event.

7. Teaching Excellence Hub & Distinguished Lecturer Program Update – Watkins

Watkins provided an update on the Society's Distinguished Lecturer (DL) Program. Over the past year, the list of Society DLs was reviewed and updated, and the program was modified to include both in-person and virtual talks. The Society's first virtual DL talk was recently hosted by the Vizag Bay Section Chapter and had 77 participants in the live session.

In addition to the Society's DL program, IEEE EA and IEEE EdSoc partnered in 2021 to host the final two talks of the Engineering Education 2.0 webinar series. Together, these two webinars had over 200 live participants, and have been viewed nearly 150 times on-demand.

Watkins also provided an update on the IEEE Teaching Excellence Hub (The) which is another collaboration between IEEE EA and IEEE EdSoc. The IEEE TEH is an online tool that provides professional resources for those teaching engineering, computing, and technology at the university level. The project had a soft launch in April 2021. The TEH is currently featured on IEEE's Homepage, which offers great publicity for the Society.

8. Treasurer's Report – Maciejewski

Maciejewski presented the Society's financial philosophy, which is that any revenue generated by the Society should be directly correlated to their mission and vision.

Maciejewski provided definitions for surplus, reserves, and operational surplus. In a given year, the Society can use 50% of their previous year's operational surplus towards projects, so for 2021, the Society has $155,000 available to use towards funding ongoing initiatives. The Society is also able to use 3% of its total reserves for one-time projects.

Maciejewski provided an update on the Society's 5-year trends and summarized the three big places for Society income which include membership, publications, and conferences.

The 2021 budget projections were summarized. The Society is currently net positive for everything budgeted in 2021, creating about a $110,000 operational surplus that will go into the reserves.

Maciejewski reminded the BoG that increasing the Society's reserves is not highly correlated to our mission, instead, this money should be used to fund Society initiatives.

Action Item: All BoG Members to approve the 2022 first pass budget, which will be sent out via eVote, before 11 August.

9. Vice President for Publications Report – Pears

Pears gave an update on the 2021 Panel of Editors Meeting Series, which he attended with all of the Society's EiC's. The key takeaways from the Panel of Editors Meeting were: increasing page counts is vital for our publications, as well as coverage of pre-print archives and data curation, and alternative reputation metrics. Additional areas of discussion were simultaneous submission between conferences and publications, and the possibility of having papers published in journals linked to offers to present the work at a conference.

Pears posed the following question about the Society's publications, "What is the scholarly function of our different dissemination venues, and how do these contribute to quality and value to our members in terms of a complete research ecosystem?" The answer to this question will help guide the Publications Committee's strategic plan.

Pears also discussed partnering with ResearchGate and other indexing systems because authors value linkages and recommendations of their work.

10. IEEE-RITA Editor-in-Chief Selection Report – Pears

The call for Editor-in-Chief (EiC) of IEEE-RITA went out during the first week of May and four applications were received. The four candidates' applications were reviewed in detail by the IEEE-RITA Steering Committee (SC). The IEEE-RITA SC was unable to decide on who should be appointed to the EiC position.

As Vice President for Publications, Pears decided to bring this decision to the Society's BoG. The IEEE-RITA SC identified two equally qualified candidates and would like the BoG to vote on who should be appointed to the position.

Discussion was held on the two candidates and the criteria used to evaluate them. The evaluation criteria included the candidate's academic achievements, professional achievements, and their contributions to the diversity of the Education Society Editor-in-Chief positions.

Motion: Arnold Pears moves to appoint Carina Gonzalez as the EiC for IEEE-RITA effective 1 August 2021. No 2nd. Motion amended.

Discussion was held on the procedure for appointing a new EiC. The BoG can recommend a candidate for an EiC position to the President, but the President needs to make the formal appointment.

Revised Motion: Arnold Pears moves that the BoG recommend Carina Gonzalez to the President as Editor-in-Chief of IEEE-RITA effective 1 August 2021. Mark J.W. Lee 2nd. Motion carries.

11. Proposal for the IEEE Education Society Technical Committee on Immersive Learning Environments – Lee

Lee provided an overview of the proposal to create the IEEE Education Society Technical Committee (TC) on Immersive Learning Environments (TC-ILE). This would be the second TC in the IEEE Education Society. The TC-ILE would focus on the relationship of learning with the technical, narrative, and engagement aspects of immersive environments.

The creation of a TC on ILE would promote collaboration between members of EdSoc and iLRN, cultivate a pipeline of high-quality papers for EdSoc's publications, and provide webinar/workshop opportunities. The TC-ILE would also promote the creation of technical open-data standards relevant to XR and immersive learning and create mentorship/membership development opportunities.

Motion: Mark J.W. Lee moves to approve the establishment of an IEEE Education Society Technical Committee on Immersive Learning Environments as per the proposal submitted by Guetl *et al.* dated February 1, 2021. Russ Meier 2nd. Motion carries.

Action Item: Mark J.W. Lee to work with Madison Musselman on getting the new TC-ILE added to the Society's website and notify the membership.

12. Standards Committee Report – Saliah-Hassane

Saliah-Hassane provided an update on the Standards Committee's activities. The committee has met once this year to discuss the status of all Society Standard-related activities, the IEEE TAB CoS' activities and initiatives, and their contribution to the Society's strategic plan.

Saliah-Hassane was informed that the requested funding for the Society's Standard on Secure and Trusted Learning Systems was approved.

The Standards Committee is currently working on popularizing and promoting the IEEE Std. 1876 – 2019 and working on moving towards the first draft of IEEE SA - P2834 Secured and Trusted Learning Systems. The committee is having a workshop at the 9th International Symposium on Digital Forensics and Security (ISDFS 2021) Conference to work on the IEEE SA – P2834.

Saliah-Hassane presented a proposal to create a Society-sponsored Graduate Studies Consortium (GSC). The GSC would provide a community where members of academia and students could collaborate to share expertise and studies regarding the Society's standards; and it would provide resources and funding to support graduate students, including paying for conference registrations or paper publishing fees.

Motion: Hamadou Saliah-Hassane moves to approve the establishment of an IEEE Education Society Virtual Graduate Student Consortium as per the proposal he submitted dated July 1, 2021. Manuel Castro 2nd. Motion Amended.

Discussion was held on the amount of funding needed to support the Graduate Student Consortium. Maciejewski recommended that in the future, any motions with financial implications are shared with the finance committee before the BoG meeting.

Amended Motion: Hamadou Saliah-Hassane moves to approve the establishment of an IEEE Education Society Virtual Graduate Student Consortium with a budget not to exceed $15,000 pending approval of the budget from the Finance Committee. Maciejewski 2nd. Motion carries.

Action Item: Hamadou Saliah-Hassane to submit a budget for the Graduate Student Consortium to the finance committee for approval by 1 August 2021.

13. IEEE Women in Engineering Report – Huettel

Huettel gave an update on the work of the IEEE Women in Engineering Committee. As WIE Rep, Huettel has attended the WIE Society/Council Liaison Teleconferences and the WIE Annual Meeting.

Huettel presented three ways the Society can get involved with the IEEE WIE Committee: 1) participating in the WIE 25th Anniversary Celebration, 2) adopting the IEEE WIE Pledge, and 3) submitting content to the WIE newsletter and magazine.

An overview of the IEEE WIE Pledge was given. The pledge states that any Society that takes the pledge will work toward gender-diversified panels at all IEEE meetings, conferences, and events.

Motion: Martin Llamas Nistal moves that the IEEE Education Society adopts the IEEE Women in Engineering Pledge as a Society Best Practice. Diane Andone 2nd. Motion caries.

14. IEEE Educational Activities Collaboration Opportunities – Fong

Tovar introduced Jennifer Fong, from IEEE, to the BoG. Fong was invited to the BoG meeting to present a collaboration opportunity for EdSoc that would help reinforce the Society's strategic partnership with IEEE Educational Activities (EA).

Fong summarized some of the IEEE EA programs which include pre-university/STEM programs, university programs, and continuing education programs. IEEE EA and EdSoc have collaborated in the past on the Engineering Education 2.0 webinar series, the IEEE Virtual Conference on Effective Remote Instruction, and the IEEE Teaching Excellence Hub.

The upcoming IEEE EA/IEEE EdSoc collaboration opportunity is IEEE Education Week. The IEEE Education Week program would be a week-long celebration of IEEE's impact globally in Pre-University STEM, University, and Continuing Professional Education. IEEE EA is targeting a soft launch of this program in October 2021, in collaboration with IEEE Day, and a full "Education Week" in the Spring of 2022. IEEE EA would like to partner with EdSoc to plan and promote this program.

Discussion was held on potential IEEE Education Week activities.

11. New Business & Discussion – Tovar

Edmundo Tovar appointed Carina Gonzalez as the new EiC of IEEE-RITA.

12. Meeting Adjourn – Tovar

The meeting was adjourned at 4:23 PM EDT.

13. Meeting Resources

The meeting reports can be found [here](#).