IEEE Education Society
Board of Governors Meeting
Monday, 22 June 2020
GoToMeeting

Attendees: Russ Meier, Edmundo Tovar, Melany Ciampi, Leonard Bohmann, Claudio da Rocha Brito, James Sluss, Martin Llamas Nistal, Henrique Santos, Arnold Pears, Steve Watkins, Lance Perez, Lisa Huettel, Alan Cheville, Elio Sancristobal, Rosanna Chan, Maria Larrondo Petrie, Manuel Castro, Mark Lee, Jill Nelson, Rob Reilly, Rebecca Strachan, Meriel Huggard, Diane Rover, Hamadou Saliah-Hassane, Rosa Maria Vasconcelos

Staff: Brittian Parkinson and Madison Musselman

Guests: Sasha Nikolic and Susan Rodger

1. Roll Call and Housekeeping – Meier and Parkinson

Parkinson provided an overview of meeting guidelines and voting protocols. Attendees provided a brief introduction of themselves.

Meier welcomed the meeting attendees and recognized the new Board of Governors (BoG) members. Meier then provided a brief update on COVID-19 and its impact on the Society.

Meier provided an update on the IEEE Technical Activities Board (TAB) June meeting series, noting that it moved to a virtual setting.

2. Approve Meeting Consent Agenda – Meier

MOTION: Russ Meier moves to approve the IEEE Education Society Board of Governors 22 June 2020 Meeting Consent Agenda. Rob Reilly and Arnold Pears 2nd. Motion carries.

3. Approve Meeting Action Agenda – Meier

MOTION: Russ Meier moves to approve the IEEE Education Society Board of Governors 22 June 2020 Meeting Action Agenda. Leonard Bohmann 2nd. Motion carries.

4. Vice President of Publications Report – Pears

Pears offered an executive summary on the recent actions of the VP Publications office.

All Education Society (EdSoc) journals are financially performing well and should achieve an operational surplus in 2020.

Pears presented on a summary on the Peer Review and Advisory Committee (PRAC) reviews of *IEEE Transactions on Learning Technologies* (TLT), *IEEE Transactions on Education* (ToE) and *IEEE Journal of Latin-American Learning Technologies* (IEEE-RITA). Overall, the reviews were positive, Pears offered some notes on more critical review:
- Appointment of editorial teams should be limited and annotated in the reports
- Steering Committees are unnecessary for 100% Financially Sponsored (FS) publications
- Associate Editors (AEs) should at a minimum carry IEEE membership and this should be considered during appointment.

Pears noted that reviews to the PRAC review reports will be made and submitted back to the PRAC for consideration.

Pears offered an introduction on the need for appointment for the IEEE Access Section on Education.

MOTION: Arnold Pears moves to recommend the Society President to approve the creation of an IEE Access Section and appoint the following initial editorial team:
- Assoc. Prof. Mark Lee (Australia)
- Prof. John Mitchell (UCL, UK)
- Prof. Susan Lord (Univ. of San Diego, USA)
- Assoc. Prof. Meriel Huggard (Ireland)
- Prof. Rebecca Strachan (Univ. of Northumbria, UK)

Leonard Bohmann 2nd. Motion carries.

ACTION ITEM – Russ Meier to initiate the appointment of the IEEE *Access* section Editorial Team.

Meier provided an overview of why the Society will have a section in IEEE *Access*.

Pears presented on the roster of the IEEE EdSoc Publications Committee. Pears presented on the action plan of this committee for 2020:
- Response to the PRAC review results
- Long term planning for ToE, TLT and RITA. This planning will include page count strategies, special issues strategies, etc.
- Open the IEEE *Access* Education Society Section with the help of the Associate Editors of this Section
- Review AE composition for all publication and work to create a diversity matrix by technical area, IEEE geographical region and other relevant factors
- Evaluate the performance of AE with rotation and phase-out and replacement plans for non-performance
- Prepare Society Review document section when directed by President
- Other items by request of the VP Publications or BoG

Discussion was held on the difficulties of increasing the page budgets for the IEEE Education Society publications. Discussion was held about clearly defining the scope of each publication and encouraging authors to continue researching and providing them a place to publish more practice-related works rather than strictly research-based works.

5. Treasurer's Report – Bohmann

Bohmann provided an overview of the Society's 2019 financial results, noting that revenue was increased in 2019 by $37,500 USD and that the Society now has around $1,570,000 USD in reserves.

Bohmann gave an update on 2020 budget projections, explaining that the Society will likely see an increase in publications revenue due to changes in IEEE policy, increases in sales of the IEEE Electronic Library (IEL, also known as IEEE *Xplore*), and the decreased cost of their editorial services, but also noting that conference revenue has decreased. The Society's surplus at the end of 2020 is projected to decrease by $9,400 USD.

Bohmann provided an overview of the 2021 budget, including the developmental timeline and a reminder that we will be in year 3 of phased-in annual budget revenue reductions of approximately $17,000 per year from the revised IEEE All-Society Packaged Product (ASPP) revenue distribution formula. Bohmann also discussed the potential impact of COVID-19 on IEEE *Xplore* and conference revenues.

A discussion was held by all on how to make virtual events more engaging for the remainder of 2020 and 2021.

6. Nominating Committee Report – da Rocha Brito and Sluss (Executive Session)

Sluss, Committee Secretary reported for the Committee at the request of Committee Chair, Claudio da Rocha Brito

Sluss gave an overview of the IEEE Education Society Constitution Article VI section 2, and Society Bylaw 5-5.6, which both detail the duties of the Nominating Committee.

Sluss summarized the composition of the BoG, noting that the Society currently has 12 Members-at-Large (MaL), divided into four classes, each serving three-year terms.

Sluss presented a slate of eight candidates prepared by the nominating committee for the MaL class of 2021. Four of the eight candidates will be elected to serve on the IEEE Education Society BoG from 2021-2023.

Meier gave an overview of the IEEE petition process which can be used by members to add a candidate not currently on the BoG slate.

MOTION: The IEEE Education Society Nominating Committee moves to accept the following nominees for the Board of Governors Member at Large slate:
- Andone, Diana (R 8)
- Feldgen, Maria (R 9)
- Fung, Lance (R 10)
- Maciejewski, Anthony (Tony) (R 1-6)
- Panetta, Karen (R 1-6)
- SanCristobal, Elio (R 8)
- Shen, Jun (R 10)
- Wong, Gary (R 10)
No second as it comes from Committee. Motion carries.

7. New Website Demo – Parkinson and Musselman

A demonstration of the new IEEE Education Society Website was given by the operations team (Parkinson and Musselman).

A discussion was held by all on the features and abilities of the new website.

ACTION ITEM – Brittian Parkinson to have the Conference Catalysts web team pull a reported count of users who accessed the Education Society website in 2018 and 2019.

Parkinson informed the BoG of the Web Review AdHoc Committee, which will be responsible for assisting in the editing cycle of the new website. The committee will consist of Melany Ciampi, Meriel Huggard, Jill Nelson, Elio Sancristobal, James Sluss, Edmundo Tovar, and Russ Meier (ex officio).

8. Meeting Adjourn – Meier

MOTION: Russ Meier moves to adjourn the IEEE Education Society June 2020 Board of Governors meeting. Jim Sluss 2nd. Motion carries.

The meeting was adjourned at 10:03 AM EDT.

9. Meeting Resources

The meeting recording can be found here.

The meeting reports can be found here.