

**IEEE Education Society**  
**October 2023 Board of Governors Meeting**  
**20 October 2023 | Hybrid – Texas A&M Hotel and Conference Center in College Station, Texas, USA**

**In Person Attendees:** Martin Llamas Nistal, Manuel Castro, Laura Bottomley, Babak Dastgheib-Beheshti, Diana Andone, Ana Luna, Rosa Vasconcelos, Diane Rover, Arnold Pears, James Sluss, Melany Ciampi, Meriel Huggard, Edmundo Tovar, Russ Meier

**Virtual Attendees:** Kenneth Reid, Maria Feldgen, Karen Panetta, Gary Wong, John Mitchell, Hamadou Saliah-Hassane, Jill Nelson, Tony Maciejewski, Luis Felipe Zapata-Rivera, Carnina Gonzalez

**Staff:** Margaret Brown

**Guests:** Lisa Huettel, Sai Prashanth Mallellu, Pali Singh, Ann Sobel, Minjuan Wang, Claudio de Rocha Brito, Kamal Al-Haddad

**1. Call to Order and Roll Call – Llamas Nistal**

Llamas Nistal called the meeting to order at 9:15 AM CDT (GMT -5).

Llamas Nistal offered a welcome to the IEEE Education Society (EdSoc) Board of Governors (BoG) and guests. Llamas Nistal asked each attendee to introduce themselves.

**2. Housekeeping – Brown**

Brown provided an overview of the in-person and virtual meeting operations and voting procedures.

**3. Approve Meeting Action Agenda – Llamas Nistal**

**MOTION:** Martin Llamas Nistal moves to approve the action agenda for the 20 October 2023 Board of Governors meeting. Babak Dastgheib-Beheshti seconds. Motion passes.

**4. Approve Meeting Consent Agenda – Llamas Nistal**

**MOTION:** Martin Llamas Nistal moves to approve the consent agenda for the 20 October 2023 Board of Governors meeting. Manuel Castro seconds. Motion passes.

**5. President's Report – Llamas Nistal**

First, Llamas Nistal noted that the full President's Report is in the consent agenda to allow appropriate timing for this section, which contains four motions.

Llamas Nistal provided a historical background of the IEEE EdSoc BoG meetings, including when the decision to create the current meeting cadence was made and why this motion is being brought to the Board. Llamas Nistal explains that our BoG is now internationally located. Additionally, Llamas Nistal stated that deciding to move the BoG meeting in the Spring from the ASEE conference series to an IEEE EdSoc financially sponsored conference would benefit our own conference's finances.

**MOTION:** The first BoG meeting of the year (Spring BoG) will be held in conjunction with the EDUCON conference and the second BoG (Fall BoG) in conjunction with the FIE conference.

Exceptionally, the Spring BoG may be held in conjunction with the EDUNINE conference and the Fall BoG in conjunction with the LWMOOCS or TALE conference. In that case, it has to be approved by the BoG at least one year before. Jim Sluss seconds. Motion passes.

Discussion occurred regarding the budget submission process and the financial and environmental effects of this change.

**MOTION:** Martin Llamas Nistal moves to the following motion: Creation of the Fellow Nomination Advisory Committee (FNAC). Manuel Castro seconds. Motion passes.

Llamas Nistal said that the creation of this committee is in correspondence with this year's IEEE focus on the new Fellow evaluation process. Llamas Nistal said that this committee will assist with the encouragement of EdSoc fellow applications each year.

Meier stated that self-nomination is not allowed at this time; one must be nominated.

Discussion occurred regarding the benefits of a committee that focuses on this topic and the lack of women representation.

The IEEE Division XI Director, Kamal Al-Haddad, showed support for the creation of this committee.

Brown and Meier gave information regarding the Society's Fellow Evaluation Committee's selection process and the new IEEE level Fellow Evaluation Cohort.

**ACTION ITEM:** Rosa Vasconcelos and Lisa Huettel will work with Margaret Brown will ensure that the IEEE Fellows selection committee hears the Education Society's concerns about the lack of diversity in the Society's selected fellows.

**MOTION:** Martin Llamas Nistal moves to the following motion: Creation of the Climate Change Committee (CCC). Moved to be tabled to a later meeting or readdressed at this meeting pending on time. Russ Meier seconds. Motion tabled.

## **6. Operations Report - Brown**

Brown updated the BoG on the 2023 CCLLC/EdSoc Operations Calendar tasks in addition to all other Board accomplishments from July through October 2023. Some of these actions include meeting planning, marketing and publicity efforts, IEEE Day 2023, Teaching Excellence Hub Day 2023, the 2023 Awards Ceremony, and more.

Brown provided an outline of the upcoming operational calendar and other projects for the remainder of 2023. This included opening a new Distinguished Lecturer request form, completing the second round of call for new initiatives, 2024 appointments, end-of-year action items, and more.

## **7. Vice President of Publications Report – Mitchell**

Mitchell reviewed each publication's actions in 2023, including the need for more reviewers, submission statistics, and more.

Mitchell reviewed the increase in the support offered to RITA by \$9,336 to bring it in line with the support other Education Society journals receive.

Discussion was had regarding the benefits of this change, including lowering the submission to publication (sub to pub) time.

Al-Haddad inquired about the IEEE Transactions on Education turnaround time, which was listed on the slides as taking one year. Mitchell said that bringing down that turnaround time has been the focused effort since the start of his role as VP this year.

Gonzalez offered context on the efforts that the RITA publication took this year to work on submission to publication time.

The Board agreed to bring Llamas Nistal's earlier tabled motion off the table.

**MOTION: Martin Llamas Nistal moves to the following motion: Creation of the Climate Change and Sustainability Committee (CCSC). Manuel Castro Seconds. Motion Passes.**

Huettel makes a friendly amendment to add 'Sustainability' to the proposed title of the committee, changing the committee's name to the Climate Change and Sustainability Committee (CCSC). Martin accepts the friendly amendment.

Andone suggested that the Board provide a list of topics and ideas for the committee to focus on in its inaugural year.

## **8. Coffee Break: 10:45 – 11:10 AM CDT**

## **9. Junior Past President Report – Tovar**

Tovar presented the slate selection procedure for the 2024-2026 BoG class and the upcoming Officer election to take place that afternoon, in addition to the voting procedure.

Tovar announced and offered congratulations to the newly elected 2024-2026 Class of the Board of Governors: Diana Andone, Karen Panetta, Preeti Bajaj, and Ana Madureira.

Tovar notes that one of these newly elected BoG members is also on the Officer election slate. If this person wins the Officer election, the BoG candidate with the next highest votes will fill the open BoG role. The results of the BoG election have not been publicly announced in the case that the class changes.

**ACTION ITEM:** Margaret Brown will send the Board of Governors a list of the current and upcoming year's BoG statistics by IEEE region and proclaimed gender.

Edmundo speaks to the efforts that have been made to ensure the following two motions were prepared properly for voting. This includes submitting the motions to the BoG in correct advance, gaining approval of the Constitution and Bylaws Committee, and bringing research as to why these motions are being presented and requested by IEEE.

Tovar introduced Sluss to present the following two motions as Chair of the Constitution and Bylaws Committee.

**MOTION:** The Constitution and Bylaws Committee moves to add 'Board of Governors must be of graduate student member grade or higher to be eligible' to the IEEE Education Society bylaws. Russ Meier seconds. Motion passes.

Sluss stated that this change reflected the IEEE recommendation to clarify student eligibility. Sluss stated that IEEE identifies member grade or higher, this includes master's or Ph.D. students in higher grade, listed as Graduate Student member or GSM.

**MOTION:** The Constitution and Bylaws Committee moves to add 'Officers must be of graduate student member grade or higher to be eligible' to the IEEE Education Society bylaws. Arnold Pears seconds. Motion passes.

#### **10. Finance Committee Chair Report - Rover**

Rover provided a summary of the financial report, providing an explanation of where the funds for the new initiative process come from.

Rover summarized the new initiatives process from this year from the first-round call for new initiative projects, which included a Finance Committee review, an ExCom review of recommended proposals, and now a BoG vote. Rover stated that the second round of new initiative proposals yielded 35 proposals.

**MOTION:** As chair of the Finance Committee, Diane Rover moves to approve the following new initiative projects recommended by the Finance Committee and supported by the Executive Committee: 4, 16, 19, 23, 31, 35. Arnold Pears seconds. Motion passes.

Andone spoke to the diversity and quality of the slate of project proposals.

Sobel asks about turnaround on initiatives and proposals from officers compared to other submissions.

Discussion occurred regarding rolling admission of project proposals compared to the current twice-a-year acceptance.

## **11. Ad Hoc Committee on Diversity and Inclusion Report – Singh**

Singh reviewed the IEEE Diversity and Inclusion Policy and the Education Society's mission and vision statements to identify the reason for the committee's creation.

Singh reviewed the committee's 2023 activities, which included data collection for the IEEE data collection, participation in the IEEE Day videos, monthly meetings, and discussion on the addition of more genders to IEEE and EdSoc surveys.

Singh also mentioned that the committee is looking to start the process of an Education Society Diversity and Inclusion award in 2024.

Singh provided a review of the diversity data collected by the committee to date for the IEEE required data collection survey at the end of the year.

Discussion was had on the methods used for the collection of data.

**ACTION ITEM:** The Board of Governors members that are involved on IEEE Education Society conference committees with access to accurate data to complete the required IEEE data forms will reach out to Pali Singh.

Discussion ensued regarding the use of this data, how the Society can benefit from this data, and the region vs. geographic diversity data collection.

Discussion was had on the addition of more genders when collecting diversity data.

**ACTION:** The Board of Governors members who are interested in attending any of the upcoming Ad Hoc Committee on Diversity and Inclusion Committee meetings should reach out to Margaret Brown or Pali Singh to be invited to participate.

Discussion was had regarding the GDPR rules regarding data collection.

## **12. Old Business – Llamas Nistal**

Meier updated the BoG on the awards process that was followed this year, pointing attention to the lack of submissions.

Meier updated the BoG on the two new EdSoc awards that have been submitted to IEEE this year. They will be heard at the November TAB meetings for final approval. These two awards are the Best Doctoral Thesis in Engineering Education Award and the IEEE Bhagawandas and Rajani Lathi Award for Excellence in Engineering Textbooks.

Llamas Nistal requested a round of applause for de Rocha Brito for becoming President Emeritus.

**ACTION ITEM:** Margaret Brown will send Claudio de Rocha Brito a certificate for President Emeritus.

### **13. New Business – Llamas Nistal**

There was no New Business.

### **14. End of Year Remarks – Llamas Nistal**

Llamas Nistal requested a round of applause for all the BoG members and Officers whose term ends with the year. Brown distributed gifts from the IEEE Education Society for all those who ended or will end a term this year.

### **15. BREAK – IEEE Education Society Awards Ceremony Lunch – 12:30 – 2:30 PM CDT**

### **16. IEEE Education Society Officer Election Session- Roll Call – Llamas Nistal**

Llamas Nistal called the meeting back to order at 2:35 PM CDT.

Llamas Nistal performed a roll call to account for all the voting members present for the upcoming closed session for Officer Elections.

Begin Executive Session

### **17. Election Procedure – Tovar**

Tovar provided an overview of the IEEE Education Society 2023 officer election procedure.

Tovar presented the composition and processes of the 2023 IEEE EdSoc Nominations Committee.

Tovar reminded the BoG that one of the BoG MaL elected to the 2024-2026 class is also running for an Officer position. If this person were to be elected to the Officer position, the position in the BoG would become vacant. The President will then appoint the candidate with the next highest votes to fill the BoG position.

### **18. Officer Elections:**

Elections for the following positions took place through live candidate presentations, followed by live question and answer sessions and a five-minute discussion period; results are listed below:

- 2024-2025 Secretary: Gary Wong was elected by the majority via secret ballot.
- 2024-2025 Vice President of Publications: John Mitchell was elected by the majority via secret ballot.
- 2024-2025 Vice President for Conferences and Workshops: Diana Andone was elected by the majority via secret ballot.

Due to BoG discussion regarding the procedure in the case of more than two candidates in an election, the Board agreed to extend the meeting time to 5:30 PM CDT.

Tovar offered clarification that Mitchell's partial term as Vice President of Publications does not count toward the Vice President of Publications term limit; this, therefore, would be his first full term on record.

### **19. Meeting Adjourn – Llamas Nistal**

MOTION: Martin Llamas Nistal moves to adjourn the October 2023 Board of Governors Meeting.  
Edmundo Tovar seconds. Motion passes.

The meeting adjourned at 5:30 PM CDT (GMT -5).

The reports can be found [HERE](#).