

**IEEE EDUCATION SOCIETY
ADCOM MEETING
June 18 and 19, 2002
Montréal, Québec, Canada**

Minutes

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Submitted by Sherra Kerns, Secretary.

The Administrative Committee of the IEEE Education Society was called to order by Marion Hagler at 8:30 AM on June 18, 2002 at the Palais des Congres, Room 510A. Introductions of all attendees followed. The minutes of the meeting on October 12, 2001 were approved as posted.

President's Report

Marion Hagler presented the President's Report covering current issues related to IEEE finances, including discussion of cost cutting options and the position of small societies in these times.

Treasurer's Report

Rod Soukup presented the Treasurer's Report, which reviewed our current standing fiscally for 2002 and our initial budget plans for 2003. Specifically,

1. Frontiers in Education Conference 2001, in Reno, NV remains unclosed. Still pending are the expected surplus payment, an audit, and the final financial statement was provided.
2. Pending issues regarding the Frontiers in Education Conference 2002, in Boston, MA include the loan of \$5,000, for which repayment is expected, and the expected surplus payment.
3. A motion was made to increase member dues from \$15.00 to \$20.00 effective 2003. The motion carried and was unanimously adopted.
4. Charts and balance sheets were provided relative to specific issues; i.e., IEEE transactions on education and the budgets for 2002 and 2003.

Memorandum of Understanding among FIE co-sponsors

Marion Hagler reported on work from an ad hoc committee of the FIE Steering Committee. General issues were discussed; Joe Hughes will lead future efforts to pursue this agreement.

On-line Learning Community for Assessment

Marion Hagler discussed and responded to a request from the IEEE Educational Activities

Board (EAB) for the Education Society to identify leadership for an on-line Learning Community that deals with assessment, one of several pilot Learning Communities being initiated by EAB this year. Peter Wiedner is the IEEE staff for on-line communities; they have outreach links. An example is IEEE Power & Energy Virtual Community.

Policy on Cooperation with Conferences

Under the direction of Marion Hagler, draft policies for technical cooperation with no financial ties are under review. With this experience as basis, we can adopt a policy regarding what an agreement of "technical cooperation" between a conference and the Education Society entails. Vic Schultz suggests that the lead time between request and conference date be at least two years and that each arrangement may be best served by individualized MOUs.

Conference Reviews and Proposals

Status reports and needs for the following conferences were presented.

- FIE 2001, Reno, NV was a financial and technical success. AdCom commended Ted Batchman for such a successful conference so soon after September 11th.
- FIE 2002, Boston, MA – Papers were selected. There will be 90 sessions (7 panels; 83 papers).
- FIE 2002, Boulder, CO – Conference will be held November 5 – 8, 2003 at the Westminster Westin.
- FIE 2004, Savannah, GA – the Conference will be held in October.
- FIE 2005, Indianapolis, IN – Rose-Hulman, IUPUI, and Purdue will be cosponsors.
- ITHET 2002, Budapest, Hungary – Imre Rudas and Victor Schutz – technology-based information, higher education and training will be the theme.
- ITHET 2003, Marakesh, Morocco (proposed cooperation by ES). Benkiran Amine and Okayay Kaynak. Five percent of gross income from ITHET '02 and '03 comes to EdSoc.
 - D.V. Kerns moved that EdSoc will co-sponsor ITHET '03. The motion carried. We'll also provide cooperation with ICECE.
- ICECE, March 16-19, 2003 Sao Paulo (They'll consider contributing 5% of gross profits). Sherra Kerns moved to provide EdSoc technical sponsorship and cooperation and the motion carried.
- Other Conferences: There is a potential of developing a relationship with SEFI. ASEE will have a two-day international conference prior to Nashville.

Dean's Summit

The report on the Deans Summit was submitted by Barbara Stoler and Doug Graham. Over 90 Deans of Education and Engineering were in attendance. Ted Batchman, Program Chair presented individual campus action plans for collaboration.

IEEE Awards Board presentation – Edwin C. Jones

(PowerPoint attachment was provided).

Awards – David V. Kerns

The Dasher award will not be given this year. Discussion was held on the difficulties in getting peer reviews of media-rich articles and identifying the best paper. Jim Sluss and Burks Oakley will work on this.

Reports were also presented on the following awards:

- Education Society Achievement Award – Chalmers F. Sechrist
- Education Society Meritorious Service Award – Edwin C. Jones, Jr. and Melinda Picket-May
- IEEE education Society McGraw-Hill/Jacob Millman Award – James R. Rowland

Fellows Award Report – Mario Gonzalez

New Fellows: Effective January 1, 2002, the following new IEEE Fellows listed the IEEE Education Society as one of the IEEE societies to which they belong. Several individuals with long and distinguished service to the Education Society are included:

- Dr. Hrvoje I. Babic
- Dr. Theodore Batchman
- Dr. William Dale Blair
- Dr. Joachim N. Burghartz
- Dr. Gerard-Andre Pierre Capolino
- Dr. Sharad Malik
- Mr. Eric Michielssen
- Dr. James Arnold Roberts, Jr.
- Dr. Ronald Michael Sega
- Dr. Andrew Y.J. Szeto

Current Activities: The IEEE Educational Society Fellows Committee for the current year consists of the following individuals: Mario Gonzalez (chair), George Peterson, David Soldan, Bob Sullivan. The committee has received six nominations; recommendations will be forwarded by June 15, 2002.

Future: As is the case throughout IEEE, many individuals merit consideration for nomination as an IEEE Fellow through the Education Society. All of us are encouraged to visit the following web site to get information about eligibility and the nomination process: [http:// www.ieee.org/about/awards/fellows/fellows.htm](http://www.ieee.org/about/awards/fellows/fellows.htm)

The meeting was adjourned at 10:15 AM.

The Administrative Committee of the IEEE Education Society was called to order by David Kerns at 7:00 AM on June 19, 2002 at the Wyndham Hotel, Auteuil B.

Publications Report – Bill Sayle and David Conner

Reports on the status of the Interface Newsletter and the IEEE Transactions on Education were presented to inform the committee regarding their needs and directions for coming editions.

Nominating Committee – Karan L. Watson

The Nominating Committee solicited nominations for officers and members of the administrative committee of the Education Society.

IEEE PACE – Nizar Al-Holou

The PACE report was delivered to the FIE Meeting.

Membership Report – Daniel M. Lytinski

Tim Skvarenina, Dan Lytinski, Burks Oakley are to consider creating, maintaining, gate keys to the EdSoc list server.

Discussion was also held on how to increase membership. Action required David Kerns, Ed Jones and Burks Oakley to form a committee to create a new division award for young faculty. The Membership Development Progress Report of May 2002 was provided.

Dave Conner and Dan Lytinski are to draft an email (to be reviewed by the Executive Committee) inviting those who submit to society membership. This letter will be sent prior to the renewal cycle.

Chapter Reports

The Brazilian Chapter reported on their recent activities of their IEEE-ES chapter. Vic Schultz, Dan Lytinski, Dave Kerns and Jeff Froyd will be putting together a one-page marketing brochure. Dan will get the details of an affiliate membership to Melany Campis.

A suggestion was made to contact section leaders to start EdSoc chapters in the US.

INTERTECH 2002

Intertech 2002 was a success with 392 participants – 54 percent were Brazilians and the others were mostly European because of September 11.

<http://www.lusiada.br/intertech2002/ingles/index.htm>

New Business

Discussion was held regarding the business meeting schedule. Joe Hughes, Sherra Kerns, Marion Hagler recommended meeting times at FIE 2002 on November 6-9 in Boston, MA.

<http://www.wpi.edu/News/Conf/FIE2002>

The meeting was adjourned at 8:15 AM.