MINUTES
IEEE EDUCATION SOCIETY
ADCOM MEETING

October 12, 2001
Reno, Nevada

The following minutes were prepared by the Secretary of the IEEE Education Society, Sherra Kerns.

A meeting of the Administrative Committee of the IEEE Education Society was called to order by President Marion Hagler at 8:05 a.m. on October 12, 2001. Introductions of all attendees followed (see Addendum for list of attendees).

The minutes of the meeting on June 26 and 27, 2001 (posted on the Web) in Albuquerque, NM were distributed and unanimously approved.

President Hagler presented the President's Report. He discussed three critical issues facing the IEEE Education Society (EdSoc): IEEE finances, proposed IEEE reorganization, and Education Society Revenue Streams. EdSoc's income primarily comes from two sources - the Frontiers in Education annual meeting and *IEEE Transactions on Education*. Discussion focused on enhancing interest in Transactions and/or conferences, enhanced coordination with EAB (especially the Professional Development Institute), and the option of promoting short courses and tutorials with other technical societies. It was agreed that the transition to electronic distribution of journals and the pending decisions on "bundling" sets of IEEE Transactions have potentially large impacts on EdSoc's revenue streams.

Bill Sayle and David Conner presented the publications report. They reported several issues of concern, including: challenges in working with IEEE Publications Department, a lack of quality manuscripts suitable for publication, failure to meet the page-count commitment for *IEEE Transactions on Education*, incorrect author processes for paper submissions. The status of the *IEEE Transactions on Education* was reviewed, and new activities were discussed. It was pointed out that two new EM Associate Editors have replaced the previous Associate Editor. Several issues needing "management attention" were discussed. The issues surrounding changing the switch point between volume and non-volume page charges to 4 pages and changing mandatory over-page charges were discussed. The idea of considering FIE Best Papers for publication in *IEEE Transactions on Education* was discussed.

The idea of co-sponsoring an activity at the EAB Dean's Summit of engineering and education deans was discussed, as well as other opportunities to increase cooperation with IEEE Educational Activities Board to the benefit of both bodies.

Rod Soukup's Treasurer's Report was presented.

The status of past and future FIE conferences was reviewed:

FIE 2000 - Kansas City - Jim Roberts reported that this conference will close on time

FIE 2001 - Reno - Ted Batchman reported that there have been some author cancellations, but all is proceeding on schedule.

FIE 2002 - Boston - John Orr is on schedule.

FIE 2003 - Boulder - Melinda Piket-May is on schedule.

FIE 2004 - Savannah - Georgia Tech Regional Institutes will host.

FIE 2005 - possibly Rose-Hulman, IUPUI, or Purdue. Proposals will be presented.

ICEE 2001 - Oslo - Trond Clausen reported that this conference was well organized and well-attended

ITHET 2001 - Kumamoto - Hidenori Akiyama reported this conference was successful

ITHET 2002 - Budapest - Victor Schutz

David Kerns stated that the Awards Committee has established a committee to work on improving award processes. He also reported on the status of the following awards:

Education Society Achievement Award

Education Society Meritorious Service Award

McGraw-Hill/Jacob Millman Award

Hewlett Packard/Harriet Rigas Award

Best Paper for Educational Transactions

FIE Dasher Award

FIE Plants Award

Terman Award

Marion Hagler discussed ES Technical Interest Profile (TIP) Codes. He pointed that two codes are under-utilized: Instructional Materials and History.

Marion Hagler reminded the committee that membership and conferences are the focus of AdCom activities this year. The Meetings Committee reported that conversations are in process and they aren't ready to report yet. The Membership Committee proposed that the Education Society broaden it's scope beyond electrical and computer engineering in order to increase membership. David Conner requested a volunteer to help transfer a database of potential IEEE members. The Chapter and Regional Activities updated members on their status. The Strategic Planning and Review Committee suggested a reconsideration of the Society's mission statement, strategy, and vision and suggested re-determining objectives to achieve in five and ten years and then develop a strategy for reaching the objectives. Marion Hagler requested Rod Soukoup evaluate the appropriate dollar amount for Education Society dues.

Sherra Kerns reported that the Education Society Fellows Committee had processed this years' fellow nominations. This included US and foreign nominations. The nominations included both genders, and representatives from both academia and from industry.

Karan Watson presented the nominations from the nominations committee for the calendar year 2002. Elections were conducted and winners were: Susan Burkett, Jeffrey Froyd,

Susan M. Lord, and Claudio da Rocha Brito.

The meeting was adjourned by President Hagler at 9:15 a.m.

Addendum

Roster for the October 12, 2001 meeting of the Administrative Committee of the IEEE Education Society:

Hidenori Akiyama
Ted Batchman
Melany Ciampi
David Conner
Jerry Conner
Jerry Crain
Claudio da Rocha Brito
Jeff Froyd
Marion Hagler
Kruno Hernant
Joseph Hughes
Ed Jones
David Kerns
Sherra Kerns
Dan Litynski
Tony Mitchell
Burks Oakley
Melinda Piket-May
Jim Roberts
Bill Sayle
Victor Schutz
Chalmers Sechrist
Tim Skvarenina
Rod Soukup
Barbara Coburn Stoler
Karan Watson
Peter Wiesner