

IEEE EDUCATION SOCIETY, ADCOM MEETING

October 20, 2000 – Kansas City, MO

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Minutes

The following minutes are submitted by the Secretary of the IEEE Education Society, David Kerns.

The Administrative Committee of the IEEE Education Society was called to order by President Fran Watson at 2:00 pm on June 20, 2000. Introductions of all attendees followed. The minutes of meeting on June 20 – 21, 2000 in St. Louis, MO were distributed. Ed Jones noted one correction to the minutes on Page 2, under “Awards Report”. He noted that he chaired the committee for the Distinguished Service Award. Therefore, the minutes were revised to read: “Ed Jones chaired the committee for the Distinguished Service Award”. With this change, the minutes were unanimously approved.

Treasurer’s Report

Rod Soukup presented the Treasurer’s Report. He stated that the financial condition of the Education Society was reasonably good, noting that in August of 2000 we had total assets and a net worth of \$329,000. He further noted that the IEEE has changed the way they do accounting of certain items; some items previously listed as income are now listed as negative expenses.

It was reported that FIE 99 had a net surplus of approximately \$40,000, which means the Education Society should receive approximately \$13,000 when this conference closes. President Watson reminded the group that the IEEE penalizes us significantly if we do not close a conference within one year. Jim Roberts was asked if he had any prediction for the financial results of FIE 2000; he commented that he did not anticipate a surplus.

The page count projections for the IEEE Transactions on Education were previously estimated to be 400 pages. We will actually go to almost 500 pages and the penalized \$1 per page, resulting in a net cost of \$9,900. However, this is a one-time charge and will clean up the backlog of papers.

Publication Reports

Ted Batchman reported that the IEEE Transactions on Education are now “in good shape”. He indicated there are 118 papers currently out for review with the associate editors. There are a few papers from 1996 to 1998 in second revision. He indicated our average review time is now down to approximately 6 months.

Ted Batchman announced that Dave Conner will take over in March as editor of the Transactions. He indicated that Professor Conner will need to designate 2 or 3 additional new associate editors. The “November CD” will come out in February, the last CD before Dave Conner takes over with the May 2001 issue. Transactions records and the database are being carefully transferred to Jerry Ann (Dave Conner’s wife) who has agreed to manage the database and correspondence. It was noted that she has prior experience in the publications business.

President Watson read a message from Dave Conner. He said that he is willing to serve as editor of the IEEE Transactions on Education during the 2001 – 2004 timeframe. His wife Jerry Anne has publishing experience and will assist him. He is currently IEEE Treasurer and is watching closely how we will address “web publishing”. He indicated that he would like to transition the Transactions to all electronic media (format) as soon as possible. President Watson noted that there is no cost to participate in an IEEE initiative to accomplish this in 2001. In 2002, the estimated cost will be in the \$2,000 to \$3,000 range, and that would be recovered easily in administrative savings. President Watson reported that Dave Conner is in support of our approach to identify a technical committee to

work with each associate editor. He is looking for additional associate editors/technical committee chairs.

Bill Sayle reported that the *Interface Newsletter*, August edition, has been distributed. The November issue went to IEEE about one week ago. He is attempting to incorporate recently received additional articles, one from Trond Clausen and Lyle Feisel. Professor Sayle indicated that letters are “coming in” from readers and there appears to be growing interest in the newsletter. He has inquired of IEEE Headquarters (Robin Edwards) about how to get the newsletter on-line, and has received no response to date.

Marion Hagler said the EAB has an initiative working with societies to develop tutorials, etc. that could be marketed to a more general audience. Also, IEEE Headquarters has asked if our society has a favorite technical site open to the public; if so they would like to link to it. President Watson asked if anyone had ideas, and if so to communicate them directly to her. Our society has been asked to name a person as “initial web-page reviewer”; Burks Oakley volunteered for this position.

Sherra Kerns commented that the plenary session on the US Open University, presented by Sir John Daniels, suggested that they are providing educational materials to all IEEE members. After discussion, President Watson said that she and Marion Hagler will find out what relationship the US Open University has with the IEEE and what opportunities that may provide the Education Society. If needed, she will create a subcommittee to investigate, and provide a report at the June meeting. Marion Hagler also mentioned that Lyle Feisel is currently VP of the IEEE Educational Activities Board (EAB). Lyle has a long relationship with the Education Society and indicated he would like to establish a closer working relationship with the EAB. EAB is working on web-based educational materials. There was some concern expressed that it would be a mistake for the IEEE to establish an exclusive educational relationship with any one particular private educational firm.

Awards Report

Marion Hagler presented the Awards Report. He indicated all the Education Society Awards arrived today. Also, the millennium medals have arrived, and President Watson has these. It was noted that several long time Education Society supporters will be receiving significant awards; the IEEE Meritorious Service Award will be given to Ted Batchman, and the IEEE Achievement Award to Irene Peden.

Fellows Report

Sherra Kerns reported that the Education Society Fellows Committee had processed 15 fellow nominations. This included 8 US nominations, and 7 foreign nominations. The nominations included both genders, 14 from academia and 1 from industry. She expressed some hope that at least 3 new fellows would result from this group of nominations. Ed Jones commented that the institute-wide success rate is approximately 40%. Since we are projecting a 20% success rate there maybe some problem. It was noted that 3 of these nominations were referred from other societies therefore our success rate is actually somewhat higher.

Marion Hagler presented a draft of a document on “Technical Cooperation with Conferences”. President Watson requested that we review this document and it will be discussed at the next meeting of the AdCom.

FIE Steering Committee - Conferences

The Chair of the FIE Steering Committee, Sherra Kerns, presented a brief report on each of the FIE Conferences. She said that FIE 99 was “reportedly closed”. She presented a brief summary of the status of FIE Conferences 2000 through 2003. She indicated that we did not have a site for the conference in 2004. Following discussion at the FIE Steering Committee, potential site locations were solicited and currently there are at least 12 expressions of interest for future conferences, including some international sites.

Joe Hughes (representing the ECE Division of ASEE) reported that for ASEE 2001

(Albuquerque, NM) papers will be electronically submitted and only electronic submissions will be accepted. There is a hard deadline of November 1. It was also noted that Ed Jones is chairing the accreditation committee for ASEE; there is an initiative to establish an organization for department heads of “non-traditional programs” such as Textile Engineering, Welding Engineering, etc. Joe Hughes has offered the services of the ECE Division of the ASEE to host this group and assist in getting the organization set up. Ed Jones will coordinate getting a mailing list and providing additional support.

Trond Clausen reported on the status of ICEE 2001, to be held in Oslo, Norway, August 6 – 10, 2001. He indicated that Dan Bundy will be in charge of reviewing the abstracts and the focus of the program will be on international partnerships. The information will be on the website.

Melany Ciampi reported on ICECE 2000 that was held last August in Sao Paulo, Brazil. She reported there were 6 plenary sessions, 36 regular sessions, and 268 paid attendees. She extended an invitation on behalf of their dean to the AdCom to visit and also to attend ICECE 2002.

Okyay Kaynak reported on ITHET 2000 that was held in Istanbul, Turkey. He indicated the conference was relatively small with 150 individuals participating. However, a number of very influential individuals attended including George Metakides, of the European Union, who manages a \$4 billion budget.

Hidenori Akiyama reported on ITHET 2001 that will be held Kumamoto, Japan on July 4 – 6, 2001. He indicated the conference will be organized in part by the faculty of engineering, Kumamoto University, and has the objective of bringing together experts to discuss the current state of the art in “*Virtual classes – Virtual laboratories*”. A number of other topics for presentation are listed on the website. He indicated that the hotel rates should be reasonable at approximately \$75 per person and the registration fee in the range of \$300.

Chapters Report

President Watson reported that Adam Skorek was absent. She indicated that she believed we have not clearly defined or communicated a clear advantage for establishing an education society chapter. Other societies use chapters as a way to increase membership by getting individuals involved at the local level. The Education Society has one Chapter in Rochester, which has been inactive for four years and currently is “going out of business”. We currently have three active Chapters: Peru, Brazil, and Norway. It was suggested that we may need a subgroup to investigate what we should do to encourage more activity with chapters. It was agreed that Adam Skorek would head this subgroup and others agreed to work with him included Melany Ciampi, Manuel Ramirez, and Dan Litynski. President Watson indicated there were 12 signatures required to establish a chapter.

Membership Committee Report

Dan Litynski could not attend but sends a report. President Karan Watson presented the membership report. She indicated membership was holding approximately constant. It was noted that the number of members paying full dues from the financial report may have declined slightly. The question of “permanent memberships” was raised, and it was suggested that some societies are offering permanent memberships for a small amount, approximately \$50. This may be a way of increasing society membership and therefore obtaining a larger proportion of the institute distribution. President Watson indicated she would investigate this issue. It was noted that for most members, the IEEE Education Society is the “secondary” organization. Ted Batchman said there exists some IEEE literature that may be useful in recruiting members. Dan Litynski has considered sending this information out to department heads with the objective of recruiting young faculty to the Education Society.

Other Business

President Watson indicated there was an issue at the IEEE Board of Directors meeting that centered around the concept that the President of each society had to be physically present at Board of

Director's meetings, and was not allowed to send a substitute. This question will be further studied; the current position is that the Society can send designated alternates, provided that we elect and designate the alternate as the representative with the President's proxy. It was agreed that the Vice President of the Education Society would serve as the first alternate, and the Secretary as the second alternate. Burks Oakley confirmed that this succession of responsibility already existed in our by-laws.

Nominations and Elections

Vic Schutz presented the nominations from the nominations committee for the calendar year 2001. These nominations were:

President Marion Hagler (Mississippi State)

Vice President David Kerns (Olin College)

Secretary Sherra Kerns (Olin College)

Treasurer Rodney Soukup (University of Nebraska)

Member at large for the years 2001 – 2003:

Kruno Hernaut (Seimans AG)

Joseph L. A. Hughes (Georgia Tech)

Tony Mitchell (North Carolina State University)

Burks Oakley II (University of Illinois)

President Watson opened the floor for further nominations. Hearing none, she closed the nominations.

Vic Schutz made a motion to accept the slate proposed by acclamation. This motion was seconded by Bill Sayle and unanimously adopted.

The meeting was adjourned by President Watson at 4:00 pm.

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