IEEE COMMUNICATIONS SOCIETY
Board of Governors

30 November 2006
San Francisco, CA, USA

MINUTES

Attendees at the meeting were:

**Officers (voting)**
Cheung, Nim
Siller, Curtis
Benedetto, Sergio
Freeman, Harvey
Lee, Byeong
Zuckerman, Doug

**Members-at-Large (voting)**
Atkinson, Scott
Chen, Tom
Goldsmith, Andrea
Greenstein, Larry
Mclane, Peter

**Directors (non-voting)**
Atkinson, Scott
Bauer, Fred
Ben-Letaief, Khaled
Gelman, Alex
Boutaba, Raouf
Gomez, Araceli Garcia

**IEEE Div. III Director (voting)**
Karol, Mark

**Officers (non-voting)**
Howell, Jack
LoCicero, Joe
Moyer, Stan

**Invited Guests**
Alvarez, David
Steutegten, Heinrich

**Recording Secretary**
Swaim, Carole

**Absent**
Kwak, Kyung-Sup (KICS)
Pape, John

**Officers**

Meeting agenda was approved. The consent agenda was approved which includes motions from OpCom2 -- 06:13 (KICS-Sponsored Award) and 06:14 (Certification Program Budget). Minutes from BoG1 (Istanbul, Turkey) and OpCom2 (New York City) were approved.

Nim requested a moment of silence in memory of Member-at-Large, Bob Blake, who passed away in the fall of 2006. Nim then welcomed Sirin Tekinay who will serve out Bob’s term as MAL on the Board.

Curtis commended Nim for assuming responsibility for making IEEE GLOBECOM’06 successful.

1. **Opening Remarks – Nim Cheung (Attachment 1 – Agenda)**

Nim called the meeting to order at 9:30 a.m., welcoming guests and announcing the 2007 election results: Doug Zuckerman, 2007 President-Elect; and incoming Members-at-Large: Tom La Porta, Ted Rappaport, Catherine Rosenberg, and Gordon Stuber.

Meeting agenda was approved. The consent agenda was approved which includes motions from OpCom2 -- 06:13 (KICS-Sponsored Award) and 06:14 (Certification Program Budget). Minutes from BoG1 (Istanbul, Turkey) and OpCom2 (New York City) were approved.

2. **Officer Reports and Issues**

A. **Treasurer’s Finance Report – Stan Moyer/Bruce Worthman (Attachment 2)**

Stan presented ComSoc’s financial picture consisting of the forecasted final results for 2006 and the "official" operating budget for 2007.
The forecast for 2006 puts ComSoc at about "break-even," thanks to some late help from GLOBECOM 2006 and EXPO. Additionally, ComSoc may finish with a surplus, if the traditional IEEE infrastructure "refund" occurs. Stan presented variances between this year's results, this year's budget (of break-even), and last year's actual (of $600k). A Finance Meeting was held earlier in the week with two outcomes:

- Requests (several) for additional funding;
- Greater focus on the direction and continuing viability of the Tutorials Now program.

The 2007 budget initially showed a surplus of $180k, before the following requests:

- $10k – IT support for language translation (Chinese, Mandarin) to ComSoc website
- $8k – Roberto Saracco for his travel to the India Road Show
- $10k – Regional Directors (4) to support travel to non-BoG meetings and support travel of "other volunteers"
- $2.5k – Bob Shapiro for his travel to non-BoG meetings
- $2k – Sergio Benedetto to support travel of "other volunteers" (ComSoc representative to ICEO related to GEOSS)
- $5k – Curtis Siller to support travel to BoG meetings as Division III Director-Elect
- $10k – further support the 2007 Latin America RCCC
- $10k – further support the 2007 Asia/Pacific RCCC
- $80k – ComSoc staff support (Marketing, M&C)

With the above changes, ComSoc’s operating budget is expected to show a surplus of about $45k (if all assumptions are met).

Stan concluded with a review of the 2006 highlights, most notably, ComSoc's removal from the TAB FinCom watch list (for showing a surplus in two of the last three years). He finished by providing insights into challenges/difficulties ahead for 2008 and beyond.

B. IEEE, TAB, Division III – Mark Karol (Attachment 3)

Curtis Siller is 2007 IEEE Division III Director-Elect, and Roberto de Marca is 2007 TAB Vice President-Elect. Celia Desmond was elected to serve as 2007 IEEE Secretary; she also assumed responsibility of the Communications Certification Committee.

IEEE’s indirect infrastructure algorithm was revised in November. If the revision is approved as is, the negative impact for ComSoc in 2008 (first year of implementation) could be ($239k).

Note: IEEE is considering a new algorithm for distributing conference publications revenues—with increasing amounts being redirected away from technical societies to other IEEE units.

C. Society Relations – Doug Zuckerman (Attachment 4)

Sister Societies – Roberto Saracco

In a signing-ceremony during the afternoon, Nim Cheung, President of the IEEE Communications Society and Kyung-Sup Kwak, President of The Korean Institute of Communication Sciences (KICS) renewed their Sister Society agreement.

Renewal agreements with REV (Vietnam) and LIKTA (Latvia) are completed; USREC in Uzbekistan has been approached.
Piazza – Roberto and David are working with IEEE on implementation; RFPs have been issued. Meanwhile, Roberto proposes that ComSoc develop, expand, and greatly enhance the Sister Society web site. (action 06:07, continuing)

India Road Show – meetings with key industry, academic and government leaders across several technology center cities will take place in February 2007 with Roberto, Doug, and M. V. Pitke (Mumbai) participating. (action 06:16, closed)

Related Societies – Doug Zuckerman (for Raouf Boutaba)
ComSoc has continued to be an active participant in the IEEE Committee on Earth Observation (ICEO) and Global Earth Observation System of Systems (GEOSS) activities, including plans for GEOSS sessions at upcoming ComSoc conferences. ComSoc is contributing $5k to ICEO.

IEEE Professional Communications Society is seeking to collaborate with ComSoc.

Related Society agreements templates are being developed (in line with those used in Sister Society agreements), to facilitate cooperation with both types of “societies” and in keeping with the 2008 merging of the sister/related societies organizations.

D. Membership Services – Harvey Freeman (Attachment 5)

Publications – Des Taylor/Tom La Porta
Editor-in-Chief appointments for 2007: Nelson Fonseca--IEEE Communications Surveys & Tutorials; and Ioannis Nikolaidis--IEEE Network Magazine; Vijay Bhargava -- Transactions on Wireless Communications.

Des will evaluate JSAC Optical Communications & Networking Series and recommend to the BoG whether it should move to “journal” status or continue as a supplemental series. (action 06:17, new)

Meetings & Conferences – Fred Bauer
Student grant applications for SECON and IEEE GLOBECOM were processed using EDAS, and this will continue with CCNC, etc., in 2007. Conferences will select STG Chairs in 2007 who will be responsible for seeking outside sources of funding.

Online Content Board – Kazem Sohraby
ComSoc is taping/videoing conference speakers and providing cameras/equipment for recordings. Kazem developed a video clip of Len Kleinrock’s keynote speech using Comtesia (INFOCOM 2006). Harvey will begin using the Comtesia software for future keynote speeches, evaluate the outcome, and report his findings. Kazem and Harvey will present a report/recommendation at OpCom1. (action 06:18, new)

Education Board – Harvey/Hussein Mouftah
Education will align under Technical Activities in the 2008 new structure. Harvey recommends redirecting education efforts towards on-line offerings, certifications, and accreditation. He will bring a proposal to BoG1 in Scotland. (action 06:19, new)

E. Technical Activities – Sergio Benedetto (Attachment 6)

Awards
Sergio will bring revised Award procedures to OpCom1 in March. (action 06:20, new)
With approval from Roberto de Marca and the Awards Committee, Sergio moved “that BoG2 approve the KICS-sponsored ‘IEEE ComSoC/KICS Globalization Exemplary Service Award’ as presented in this meeting.” (motion 06:15) Approved; 19 in favor; none opposed; this goes to IEEE Awards & Recognition for final approval.

Prize includes a plaque, certificate, honorarium of $2,000, and up to $1500 for travel to receive award presented annually by presidents of both societies during IEEE GLOBECOM. Recipient must be a member of ComSoC or KICS at the time of nomination and have demonstrated exemplary and distinguished service in “globalization.” ComSoC Awards Committee will handle the evaluation and selection process; KICS will provide the honorarium and partial travel support. (action 06:14, closed)

Fellow Evaluation
Sergio is committed to working with technical committees to increase IEEE Fellow nominations.

Distinguished Lecturer Selection
The selection committee is currently evaluating 21 nominations.

Standards Board – Alex Gelman
Current projects are:
- P1900 Series of Projects – Cognitive Radio
- P1900 Project – Broadband Over Power Line
- P1329 Project – Standard Method for Measuring Transmission Performance of Hands-free Telephone Sets

Technical Committee Recertification Committee
Sergio moved “that the following technical committees be recertified:
- Communications/Signal Processing Cluster
  - Communications Theory
  - Power Line Communications
  - Satellite & Space Communications
  - Transmission, Access & Optical Systems
  - Signal Processing for Storage
  - Signal Processing & Comm. Electronics
- Networking Cluster
  - Ad-Hoc & Sensor Comm. & Networks
  - Communications Switching & Routing
  - Computer Communications
  - Optical Networking
- Communications Software & Services Cluster
  - Multimedia Communications
  - Network Operations & Management
  - Communications & Information Security
  - Information Infrastructure
- Vertical Issues in Communication Systems
  - Communication Quality & Reliability
  - Comm. Systems Integration & Modeling
  - Personal Communications
  - Enterprise Networking

Further, that five technical committees be placed on one-year probation with periodic milestones and with final determination being made at IEEE GLOBECOM 07:
- Communications/Signal Processing Cluster - Radio Communications
Networking Cluster - High-speed Networking TC; Internet TC
Communications Software & Services Cluster - Communications Software
Vertical Issues in Communication Systems Cluster - Tactical Communications*

(motion 06:16) Approved; 20 in favor; none opposed.

*Note: Nim will advise Tactical Communications (TCTC) Chair, Ken Young, that the Recertification Committee recommends incorporating Situation Management as a subcommittee into TCTC. (action 06:21, new)

F. Membership Development Council – Byeong Gi Lee (Attachment 7)

Regional Chapter Chair Congresses for 2007:
Asia/Pacific rescheduled their RCCC for March (WCNC in Hong Kong). Latin America is scheduled for March (IEEE Region 9 Meetings in Lima, Peru). AP and LA Directors each requested an additional $10k (original budget: $25k per Congress).

North America is hosting their RCCC in January 2007 collocating with CCNC in Las Vegas (funded for $50k).

Marketing Update
- Year-to-year membership declines have begun to ease. Membership was 42,440 at November end, down just 2% from November 2005.
- The Best-of-the-Best compilation of outstanding ComSoc journal papers is due for publication before year end.
- Steve Weinstein's first webinar initiative will debut in March 2007. Preliminary results of member surveys indicate strong viability of Society products and services and identifies areas where members want additional coverage.
- Membership Development Council is working on local chapter issues and preparing a Society-wide patronage proposition.

G. Information Technology – David Alvarez for Steve Weinstein (Attachment 8)

ComSoc Digital Library is currently a patchwork of custom modules developed over time by Parity Computing. Making changes is a complicated/error-prone process requiring Parity’s direct assistance (not handled by ComSoc staff). Parity promises an automated upgrade by the end of April 2007. David recommends the BoG authorize Steve (and staff) to evaluate/report on changing vendors.

ComSoc is experiencing service/maintenance problems with ComSoc e-mail (i.e., being blocked by Spam Cop). Contracting with an e-mail marketing company to host e-mail blasts may be expedient. Meanwhile, a temp will be hired to help IT staff.

Chinese-Language Web Site: Ting Wang, NEC Labs, is working on a prototype for a ComSoc non-English web site to be hosted on our server (and later on a Sister Society or university host machine in China). Ting’s colleague, Dayou Qian, provided a demo for BoG2. A recommendation to allocate $10k for startup expenses, page design, and translation services is approved and in the 2007 budget.

H. Executive and Staff & Facilities – Jack Howell (Attachment 9)

Originally authorized in 2001, Jack moved “that the BoG re-approve hiring an Associate Marketing Manager.” (motion 06:17) Approved; 15 in favor; none opposed. The
position was originally to coordinate exhibit activities, manage marketing database activities and list/selection/ordering for marketing promotions/research; also to manage new/continuing e-mail efforts for membership/subscriptions. The position is expanded to include marketing activities supporting M&C programs.

Jack moved “that the BoG approve hiring a Senior Conference Planner (regular part-time position).” (motion 06:18) Approved; 15 in favor; none opposed. The primary responsibility will be managing two-to-three major meetings a year, as well as events associated with certification.

I. Nominations & Elections – Celia Desmond/Joe LoCicero (Attachment 10)

N&C’s “hard line policy” on electioneering was rejected by OpCom; the consensus was that opportunities should be made available for candidates to present their messages (in addition to the usual messages in Communications Magazine and on the Web).

Celia reiterated the IEEE policy on electioneering and recommended creating a mechanism enabling President-Elect and Vice Presidential candidates to communicate with Members, such as extra space in Communications Magazine for questions/answers.

The procedure after elections will be to provide each candidate with:
- The number of votes cast for that candidate
- The number of votes cast for the winner(s) in their election category
- The total number of votes cast in that category

The candidates for the 2007 Election ballot are as follows:

<table>
<thead>
<tr>
<th>Vice President - Conferences</th>
<th>Vice President – Publications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Harvey Freeman</td>
<td>Sergio Benedetto</td>
</tr>
<tr>
<td>Mark Karol</td>
<td>Khaled Ben-Letaief</td>
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<tr>
<td>Mike Kincaid</td>
<td>Des Taylor</td>
</tr>
</tbody>
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<tr>
<th>Vice President – Member Relations</th>
<th>Vice President – Technical Activities</th>
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<tbody>
<tr>
<td>Byeong Gi Lee</td>
<td>Alex Gelman</td>
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<tr>
<td>Robert Shapiro</td>
<td>Andrzej Jajszczyk</td>
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<td></td>
<td>Stan Moyer</td>
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</tbody>
</table>

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<tr>
<th>Members-at-Large – A/P Region 10</th>
<th>Members-at-Large – NA Regions 1-6</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mounir Hamdi</td>
<td>Fred Bauer</td>
</tr>
<tr>
<td>Abbas Jamalipour</td>
<td>Victor Frost</td>
</tr>
<tr>
<td></td>
<td>Stefano Galli</td>
</tr>
</tbody>
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<tr>
<th>Members-at-Large – EAME Region 8</th>
<th>Members-at-Large - NA Region 7</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lajos Hanzo</td>
<td>Stam Kartalopoulos</td>
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<tr>
<td>Michele Zorzi</td>
<td>Mehmet Ulema</td>
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<td>Reinaldo Valenzuela</td>
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</tbody>
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<tr>
<th>Members-at-Large – LA Region 9</th>
<th>Members-at-Large - NA Region 7</th>
</tr>
</thead>
<tbody>
<tr>
<td>Araceli Garcia Gomez</td>
<td>Raouf Boutaba</td>
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</tbody>
</table>

In 2005 Celia and Joe LoCicero introduced “electronic-first voting,” but a motion was passed at BoG2 (2005) to follow IEEE’s procedure of paper-first voting for the ComSoc 2006 election. N&C continues to support electronic voting as the first option (paper ballot being the second option). Celia moved “that BoG2 approve ComSoc conducting an “e-voting-first trial” in its 2007 and 2008 elections, as presented at this meeting.” (motion: 06:19) Approved; 16 in favor; none opposed. N&C will report results of this
trial at BoG2 (2008). Celia will investigate using IEEE Web account as a means of voting.  (action 06:22, new)

J. Bylaws Committees - Larry Greenstein (Attachment 11)

Larry Greenstein presented the ComSoc Bylaws final revisions to BoG2 for approval (approval by 2/3 of the voting members is required).  (action 06:06, closed)

Larry moved “that Bylaws Article 1.1 be modified as follows:

Remove ‘Objectives’ in heading title.

Change ‘Hot topic identification’ to ‘Identification and promotion of hot topics.’”  

(motion: 06:20) Approved; 14 in favor; none opposed.

Larry proposed/moved “that Bylaws Article 2.3 be modified as follows (additions in italics):

‘Unless otherwise stated, members are entitled to all rights and privileges of the Society except that students members are not entitled to hold office and undergraduate students members are not entitled to vote.’”

Naohisa moved “that this motion (concerning student members) be tabled.”  

(motion 06:21) Approved; 12 in favor; none opposed. (Motion on Article 2.3 is tabled.)

Larry moved “effective 01/01/08 that Bylaws Article 3.2 be modified to include the following (additions/changes in italics):

Article 3.2.1: IEEE Division III Director-Elect. (addition)

Article 3.2.4 (bullet #1): President - Duties will be performed by the President-Elect and then by the Vice President – Technical Activities, Vice President – Publications, Vice President – Conferences, and Vice President – Member Relations, in that order.”

(motion 06:22) Approved; 12 in favor; 1 opposed.

Larry moved “effective 01/01/08 that Bylaws Article 3.5 be modified as follows (changes in italics):

Article 3.5.2: Vice President – Technical Activities is responsible for all technical activities and educational services within the Society. Reporting to this Vice President are:

• Director – Education
• Director – Standards
• Chairs – Technical Committees
• Chair – Awards Committee
• Chair – Distinguished Lecturers Selection Committee
• Chair – Fellow Evaluation Committee
• Chair – Emerging Technologies Committee
• Chair – Technical Committees Recertification

Article 3.5.3: Vice President – Publications is responsible for all activities of the Society related to print and electronic products, such as journals, magazines, and online offerings. Reporting to this Vice President are:

• Director – Journals
• Director – Magazines
• Director – On-Line Content
Article 3.5.4: Vice President – Conferences is responsible for all aspects of technical conferences, workshops, and professional meetings, including conference publications. Reporting to this Vice President are:
- Director – Conference Operations
- Director – Conference Development

Article 3.5.5: Vice President – Member Relations is responsible for all Society activities and programs related to members, chapters, membership development, marketing, and relations with other IEEE and professional societies worldwide, fostering a strong international Society presence, in coordination with the IEEE Division Director. Reporting to this Vice President are:
- Director – Membership Programs Development
- Director – Marketing & Industry Relations
- Director – Sister & Related Societies
- Director – Asia/Pacific Region
- Director – Europe, Africa, & Middle-East Region
- Director – Latin America Region
- Director – North America Region

(motion 06:23) Approved; 12 in favor; none opposed.

Larry moved “effective 01/01/08 that Bylaws Article 4 be replaced by the following (modifications in italics):

Article 4.1: Councils are chaired by Vice Presidents to address Technical Activities, Publications, Conferences, and Member Relations. Directors reporting to a Vice President serve on his/her Council. Vice Presidents may appoint a secretary and additional members as needed, and designate a member to serve as chair pro tempore in his/her absence.

Article 4.3: Technical Activities Council (TAC) – This Council addresses the educational and technical interests of the Society, encompassing the broad range of communications and communications-related technical areas. Members of this Council include Technical Committee and Standing Committee chairs, in addition to Directors, reporting to the Vice President-Technical Activities.

Article 4.4: Publications Council – This Council addresses the needs of the Society and Society Members related to print and electronic products, such as journals, magazines, and on-line offerings, not including conference publications.

Article 4.5: Conferences Council – This Council addresses the needs of the Society and Society Members related to technical conferences, workshops and professional meetings.

Article 4.6: Member Relations Council – This Council addresses all Society activities and programs related to members, chapters, membership development, marketing, industry relations, sister and related societies, and Society regions. Members of this Council include the President-Elect and the Past-President, in addition to all Directors reporting to the Vice President-Member Relations.”

(motion 06:24) Approved; 14 in favor; none opposed.

Larry moved “that Bylaws Articles 3.1, 3.2.2, and 3.3.3 be modified as follows (changes in italics with 3.3.3 becoming effective 01/01/08):
Article 3.1: All officers who are members of the BoG, Councils, Boards, and Standing and Ad Hoc Committees or are Technical Committee Chairs and Society Representatives must be Members of the Society. The President-Elect and Vice Presidents must be Senior Members or Fellows of IEEE.

Article 3.2.2 (bullet #3): The term of office for a Member-at-Large is three years.

Article 3.3.3 (bullet #2) effective 01/01/08: Regional Directors are chosen by the President from lists containing at least two candidates from each region submitted by the respective Regional Board before December 15 of odd-numbered years. If the respective Board does not submit its list by this deadline the President will make the appointments in consultation with the incoming Vice President – Member Relations.”

(motion 06:25) Approved; 15 in favor; none opposed.

Larry moved “that Bylaws Article 3.6.1 be modified as follows (changes in italics):

Elected (Voting) Officers:
- President
- President-Elect (odd years), immediate Past President (even years)
- Vice Presidents
- Members-at-Large
- Director - IEEE Division III
- Director-Elect - IEEE Division III (odd years)

Appointed (Non-voting) Officers:
- Directors
- Chief Information Officer
- Treasurer
- Executive Director

(motion 06:26) Approved; 12 in favor; none opposed.

Larry moved “that Bylaws Article 3.8.1 be modified as follows (changes in italics):

Article 3.8.1: Minutes of each BoG and OpCom meeting will be distributed to the BoG within 30 days of the meeting. For executive sessions, only motions passed will be included in the BoG and OpCom minutes. Brief executive session minutes will be kept on file in the office of the ComSoc Executive Director.”

(motion 06:27) Approved; 15 in favor; none opposed.

Larry moved “that the following Article be added to the Bylaws:

Article 3.8.9: The BoG may relieve volunteers in appointed/assigned positions of their responsibilities.”

(motion 06:28) Approved; 15 in favor; none opposed.

Larry moved “that Bylaws Articles 7.1 be modified; and that Bylaws Articles 7.5 and 7.8 be modified effective 01/01/08 as follows (changes in italics):

Article 7.1 (bullets #3-5):
- Strategic Planning President
- Nominations & Elections President
- IEEE/ComSoc Coordination President
Article 7.5: Distinguished Lecturers Selection – This committee is responsible for establishing selection criteria and for the appointment of lecturers. It is chaired by the Secretary of the Technical Activities Council. Members consist of the Vice President – Technical Activities, Vice President – Member Relations, and the Director – Membership Programs Development.

Article 7.8: IEEE ComSoc/Coordination – This committee is responsible for the Society’s internal coordination and cooperation with IEEE entities and for enhancing Society relations with IEEE governance and staff. Chair is the Vice President – Member Relations. Voting Members consist of the President, Past President/President-Elect, IEEE Division III Director, IEEE Division III Past Director/Director-Elect, and Director – Sister and Related Societies.”

(motion 06:29) Approved; 15 in favor; none opposed.

K. Strategic Planning Committee – Curtis Siller (Attachment 13)

Having reviewed SPC reports over ten years, Curtis recommended that the Strategic Planning Committee be discontinued. He proposed that tactical issues/action items be handled by the President-Elect/Past President and that the President convene ad hoc committees as needed to identify/deal with strategic items. The consensus of BoG2 was to continue the Strategic Planning Committee as constituted with incoming chair assessing how it might be reconstructed to be more effective. (action 06:23, new)

L. Operations Review Committee (ORC)– Bill Tranter (Attachment 14)

Curtis moved “that the BoG approve creating an Operations Review Standing Committee, subject to the guidelines presented in this meeting.” (motion 06:30) Approved; 15 in favor; none opposed. This goes to Larry as a ComSoc Bylaws change (reference attachment) and then to IEEE for final approval. (action 06:15, closed) ORC will report to the president acting as “ombudsman” for ComSoc members and will consist of former BoG members--Bill (Chair), Tom Plevyak, Howard Blank, Curtis; ex officio members--President (Nim) and Executive Director (Jack).

M. Executive Session (related to motion 06:17)

No motions passed.

N. Past President/Management Retreat Items – Curtis Siller (Attachment 14)

Curtis updated and closed action items (several) from the Management Retreat.

3. Closing Remarks – Nim Cheung and Curtis Siller

Curtis paid final tribute to Jodi Riccardi, ComSoc employee, who passed away the day before this BoG meeting after a long battle with cancer: “Jodi was not an engineer; she did not have a college degree; but she was totally dedicated--a completely wholesome, hard-working individual--and loved by ComSoc and IEEE.”

Nim commended Curtis for turning the Society around financially during his tenure as president. Nim thanked everyone for attending and adjourned the meeting at 4:50 p.m.

4. Future Meetings

Respectfully submitted,

Carole Swaim

ATTACHMENTS

Attachment 1a-c  Agenda, President Reports
Attachment 2a-c  Finance Report
Attachment 3a-b  Division III Report
Attachment 4a-c  Society Relations
Attachment 5a-i  Membership Services
Attachment 6a-d  Technical Activities/Standards
Attachment 7a-i  Membership Development Council
Attachment 8a-b  Chief Information Officer
Attachment 9a-c  Executive/Staff & Facilities
Attachment 10a-c  Nominations & Elections
Attachment 11  Bylaws Revisions
Attachment 12  Strategic Planning
Attachment 13  Operations Review Standing Committee
Attachment 14  Management Retreat Action Items

MOTIONS PASSED

CONSENT AGENDA – MOTIONS PASSED FROM OPCOM2

KICS-Sponsored Award  
06:13  “that OpCom approve launching a KICS-sponsored award called IEEE ComSoc KICS Globalization Exemplary Service Award, subject to approval of ComSoc’s Awards Committee.”

Certification Program Budget  
06:14  “that OpCom recommend the budget for the Communications Certification Program for 2007 be approved by BoG2, contingent on the IEEE Board of Directors providing funds for 2007.”

MOTIONS PASSED VIA THIS MEETING

KICS-Sponsored Award
06:15 “that BoG2 approve the KICS-sponsored ‘IEEE ComSoc/KICS Globalization Exemplary Service Award’ as presented in this meeting.”

Technical Committees Recertification
06:16 “that the following technical committees be recertified:

- Communications/Signal Processing Cluster
  - Communications Theory
  - Power Line Communications
  - Satellite & Space Communications
  - Transmission, Access & Optical Systems
  - Signal Processing for Storage
  - Signal Processing & Comm. Electronics

- Networking Cluster
  - Ad-Hoc & Sensor Comm. & Networks
  - Communications Switching & Routing
  - Computer Communications
  - Optical Networking
  - High-speed Networking TC; Internet TC

- Communications Software & Services Cluster
  - Multimedia Communications
  - Network Operations & Management
  - Communications & Information Security
  - Information Infrastructure
  - Communications Software

- Vertical Issues in Communication Systems
  - Communication Quality & Reliability
  - Comm. Systems Integration & Modeling
  - Personal Communications
  - Enterprise Networking
  - Tactical Communications

Further, that five technical committees be placed on one-year probation with periodic milestones and with a final determination being made at IEEE GLOBECOM 07:
  - Communications/Signal Processing Cluster - Radio Communications
  - Networking Cluster - High-speed Networking TC; Internet TC
  - Communications Software & Services Cluster - Communications Software
  - Vertical Issues in Communication Systems Cluster - Tactical Communications

Staff
06:17 “that the BoG re-approve hiring an Associate Marketing Manager.”

Staff
06:18 “that the BoG approve hiring a Senior Conference Planner (regular part-time position).”

Electronic Voting
06:19 “that BoG2 approve ComSoc conducting an “e-voting-first trial” in its 2007 and 2008 elections, as presented at this meeting.”

Bylaws Revision
06:20 “that Bylaws Article 1.1 be modified as follows:
  - Remove: ‘Objectives’ in heading title.
  - Change: ‘Hot topic identification’ to ‘Identification and promotion of hot topics.’”

Bylaws Revision
06:21 “that the motion (concerning student members) be tabled.”

Bylaws Revision
06:22 “effective 01/01/08 that Bylaws Article 3.2 be modified to include the following (additions/changes in italics):
  - Article 3.2.1: IEEE Division III Director-Elect. (addition)
Article 3.2.4 (bullet #1): President - Duties will be performed by the President-Elect and then by the Vice President – Technical Activities, Vice President – Publications, Vice President – Conferences, and Vice President – Member Relations, in that order.”

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• Director – Conference Operations
• Director – Conference Development

Article 3.5.5: Vice President – Member Relations is responsible for all Society activities and programs related to members, chapters, membership development, marketing, and relations with other IEEE and professional societies worldwide, fostering a strong international Society presence, in coordination with the IEEE Division Director. Reporting to this Vice President are:
• Director – Membership Programs Development
• Director – Marketing & Industry Relations
• Director – Sister & Related Societies
• Director – Asia/Pacific Region
• Director – Europe, Africa, & Middle-East Region
• Director – Latin America Region
• Director – North America Region”

Bylaws Revision
06:24 “effective 01/01/08 that Bylaws Article 4 be replaced by the following (modifications in italics):
Article 4.1: Councils are chaired by Vice Presidents to address Technical Activities, Publications, Conferences, and Member Relations. Directors reporting to a Vice President serve on his/her Council. Vice Presidents may appoint a secretary and additional members as needed, and designate a member to serve as chair pro tempore in his/her absence.
Article 4.3: Technical Activities Council (TAC) – This Council addresses the educational and technical interests of the Society, encompassing the broad range of communications and communications-related technical areas. Members of this Council include Technical Committee and Standing Committee chairs, in addition to Directors, reporting to the Vice President-Technical Activities.

Article 4.4: Publications Council – This Council addresses the needs of the Society and Society Members related to print and electronic products, such as journals, magazines, and on-line offerings, not including conference publications.

Article 4.5: Conferences Council – This Council addresses the needs of the Society and Society Members related to technical conferences, workshops and professional meetings.

Article 4.6: Member Relations Council – This Council addresses all Society activities and programs related to members, chapters, membership development, marketing, industry relations, sister and related societies, and Society regions. Members of this Council include the President-Elect and the Past-President, in addition to all Directors reporting to the Vice President-Member Relations.”

Bylaws Revision

06:25 “that Bylaws Articles 3.1, 3.2.2, and 3.3.3 be modified as follows (changes in italics with 3.3.3 becoming effective 01/01/08):

Article 3.1: All officers who are members of the BoG, Councils, Boards, and Standing and Ad Hoc Committees or are Technical Committee Chairs and Society Representatives must be Members of the Society. The President-Elect and Vice Presidents must be Senior Members or Fellows of IEEE.

Article 3.2.2 (bullet #3): The term of office for a Member-at-Large is three years.

Article 3.3.3 (bullet #2) effective 01/01/08: Regional Directors are chosen by the President from lists containing at least two candidates from each region submitted by the respective Regional Board before December 15 of odd-numbered years. If the respective Board does not submit its list by this deadline the President will make the appointments in consultation with the incoming Vice President – Member Relations.

Bylaws Revision

06:26 “that Bylaws Article 3.6.1 be modified as follows (changes in italics):

Elected (Voting) Officers:
• President
• President-Elect (odd years), immediate Past President (even years)
• Vice Presidents
• Members-at-Large
• Director - IEEE Division III
• Director-Elect - IEEE Division III (odd years)

Appointed (Non-voting) Officers:
• Directors
• Chief Information Officer
• Treasurer
• Executive Director

Bylaws Revision

06:27 “that Bylaws Article 3.8.1 be modified as follows (changes in italics):
Article 3.8.1: Minutes of each BoG and OpCom meeting will be distributed to the BoG within 30 days of the meeting. For executive sessions, only motions passed will be included in the BoG and OpCom minutes. Brief executive session minutes will be kept on file in the office of the ComSoc Executive Director.”

Bylaws Revision
06:28 “that the following Article by added to the Bylaws: ‘Article 3.8.9: The Board of Governors may relieve volunteers in appointed/assigned positions of their responsibilities.’”

Bylaws Revision
06:29 “that Bylaws Articles 7.1 be modified; and that Bylaws Articles 7.5 and 7.8 be modified effective 01/01/08 as follows (changes in italics):

Article 7.1 (bullets #3-5):
- Strategic Planning  President
- Nominations & Elections  President
- IEEE/ComSoc Coordination  President

Article 7.5: Distinguished Lecturers Selection – This committee is responsible for establishing selection criteria and for the appointment of lecturers. It is chaired by the Secretary of the Technical Activities Council. Members consist of the Vice President – Technical Activities, Vice President – Member Relations, and the Director – Membership Programs Development.

Article 7.8: IEEE ComSoc/Coordination – This committee is responsible for the Society’s internal coordination and cooperation with IEEE entities and for enhancing Society relations with IEEE governance and staff. Chair is the Vice President – Member Relations. Voting Members consist of the President, Past President/President-Elect, IEEE Division III Director, IEEE Division III Past Director/Director-Elect, and Director – Sister and Related Societies.”

Operations Review Committee
06:30 “that the BoG approve creating an Operations Review Standing Committee, subject to the guidelines presented in this meeting.”

ACTION ITEMS

06:17 new: Des will evaluate JSAC Optical Communications & Networking Series and recommend whether it should move to “journal” status or continue as a supplemental series.

06:18 new: Harvey will begin using the Comtesia software for future keynote speeches, evaluate the outcome, and report his findings. Kazem and Harvey will present a report/recommendation at OpCom1.

06:19 new: Harvey will bring a proposal about redirecting education efforts towards on-line offerings, certifications, and accreditation to BoG2.

06:20 new: Sergio will bring revised Award procedures to OpCom1.

06:21 new: Nim will advise Tactical Communications Chair, Ken Young, that the Recertification Committee recommends incorporating Situation Management as a subcommittee into TCTC.

06:22 new: Celia will investigate using IEEE Web accounts as a means of voting.
06:23 new: Doug Zuckerman will assess the Strategic Planning Committee to see how it might be reconstructed to be more effective.

06:13 continuing: David and Steve will utilize this Webinar funding from NEC Laboratories by March 2007 when their fiscal year ends.

06:12 continuing: Nim established an ad hoc committee, chaired by Khaled Ben Letaief to work with CIE to study the feasibility of jointly cosponsoring a journal on communications.

06:02 continuing: Nim and Alex will launch discussions with IEEE-SA and the Computer Society on ComSoc’s involvement in IEEE 802 Communications Standards, seeking to make ComSoc the “appropriate sponsor”.

06:04 continued: Bob will reach out to chapters and local companies to promote ComSoc advertising and develop a “corporate leadership award”.

06:07 continuing: Roberto will seek approval for the first release of his Piazza at OpCom2 in September. He will work with IEEE IT dept. to ensure the availability of a Frapper-like interface.

06:10 continuing: Nim established an ad hoc committee, chaired by Andrzej Jajszczyk, to work with CIC. Nim will get back to CIC with a counter offer as appropriate on a joint sponsorship effort for China Communications magazine.

06:06 closed: Larry Greenstein (Bylaws Committee) will present to OpCom2 a bylaws draft of Article 3 revising the Society’s organization restructure, with a final draft for approval at BoG2.

06:11 closed: Nim will respond to the Nanotechnology Council on the magazine proposal in June. No action now; Nanotechnology Council may bring a new proposal.

06:14 closed: Byeong will contact Roberto deMarca, ComSoc Awards Chair, regarding procedures for the KICS award. Byeong will bring proposed specifications to KICS for approval and to BoG2 for final approval.

06:15 closed: Curtis will bring a motion to BoG2 if he determines that elevation to Standing Committee status is appropriate.

06:16 closed: Roberto will bring final plans to BoG2 regarding the India Road Show. India Road Show lectures--will take place in January 2007 with Roberto, Doug, and M. V. Pitke (Bombay) participating.