IEEE COMMUNICATIONS SOCIETY
Board of Governors 2
2-3 December 2009
Honolulu, Hawaii, USA
MINUTES

Attendees at the meeting were:

**Officers (voting)**
- Zuckerman, Doug
- Benedetto, Sergio
- Jajszczyk, Andrzej
- Karol, Mark
- Lee, Byeong Gi

**Officers (non-voting)**
- De Marca, Roberto
- Freeman, Harvey
- Howell, Jack
- Moyer, Stan

**IEEE Div. III Director (voting)**
- Cheung, Nim
- Siller, Curtis

**Members-at-Large (voting)**
- Bauer, Fred
- Fish, Rob
- Fonseca, Nelson
- Frost, Victor
- Galli, Stefano
- Hanzo, Lajos
- La Porta, Tom
- Rappaport, Ted
- Stuber, Gordon
- Zorzi, Michele

**Directors (non-voting)**
- Bauer, Fred
- Boutaba, Raouf
- Bregni, Stefano
- Cimini, Len
- Durrani, Tariq
- Fonseca, Nelson
- Freeman, Harvey
- Gelman, Alex
- Gorshe, Steve
- Goyal, Shri
- Greenstein, Larry
- Hartmann, Merrily
- Jakobson, Gabe
- Niu, Zhisheng
- Saracco, Roberto
- Shapiro, Bob

**Invited Guests**
- Abramson, Norm
- Alvarez, David
- Aoyama, Tomonori
- Desmond, Celia
- Hartmann, Paul
- Lin, Tsungnan
- Nagy, Peter

**Invited Guests (cont.)**
- Nakama, Sharon
- Okumura, Yukihiko
- Pepe, John
- Rauscher, Karl
- Vig, John
- Ward-Callan, Mary
- Weinstein, Steve
- Worthman, Bruce
- Pepe, John
- Vida, Rolland
- Yamamoto, Miki

**Absent**
- Evans, Joe
- Rosenberg, Catherine

**Recording Secretary**
- Swaim, Carole

1. **Opening Remarks – Doug Zuckerman, Byeong Gi Lee (Attachment 1 – Agenda, President Reports)**

Doug called BoG2 to order at 1:00 p.m., welcoming officers and staff to his final meeting as President and introducing invited guests including John Vig (IEEE President) and Mary Ward-Callan (Managing Director, IEEE Technical Activities) and several observers.

The meeting agenda was approved with modifications and the consent agenda was approved. Minutes of BoG1 (Dresden) and OpCom2 (Krakow) were approved.

Doug’s final report as Communications Society President has been published in the December President’s Message of IEEE Communications Magazine.

Byeong presented his goals as incoming President on globalization, industry, and young leaders. His current practice in seeking a “realistic global ComSoc” will be noted later when his director/standing committee chair appointments are officially announced. Additionally, Byeong is providing “open calls” to encourage career opportunities for young leaders in our publications, technical activities, conference and member relations areas.
Byeong’s focus will be a multi-dimensional linkage with industry via the Corporate Patron and Industry Now programs (both being expanded); new ad hoc committees will target companies for membership, patronage, and funding.

2. Officer Reports

A. IEEE President – John Vig (Attachment 2)

John Vig presented 2009 IEEE highlights relevant to ComSoc including the 15,000 person increase in IEEE membership as well as growth in global membership and expanded diversity in fields. Referring to IEEE by its acronym rather than full Institute name facilitates that diversity. The IEEE plans to optimize opportunities in the life sciences (medicine).

A bi-partisan Federal Research Public Access action for shared publicly funded research was introduced to Congress. This would require peer-reviewed articles to be made available in online repositories six months after publication (affecting IEEE revenues).

B. Division III/IEEE/TAB –Curtis Siller (Attachment 2)

IEEE/ComSoc Coordination Committee – at least 39 prominent ComSoc volunteers hold senior IEEE leadership positions.

IEEE Committees
  Products for Practioners – ComSoc was a strong contributor on the committee.
  Conferences Committee – evaluated top-50 conferences.
  Technical Program Integrity Initiative – has guidelines for incident management, resolution, and prevention.
  Conference Publications – recommends discontinuing acquisition payments for TCS conferences.
  Division Directors Forum – proposes a 2-year position for Division Director-Elect.

C. Conference Council – Conference Issues Mark Karol (Attachment 3)

Mark summarized some main activities and accomplishments from the past two years and discussed a few important on-going issues.

- The Council focused on quality improvements for both the on-site conference activities and the conference publications
- Improved tools added to aid conference planning/operations
- Conference sponsorship processes tightened
- Collaboration with certain outside organizations cancelled
- Conference development - regional and technical areas developed – e.g., ANTS2008 (regional) and RFID2009(technical)
- Fast-Track approval for strategic one-time meetings introduced (e.g., East-West Institutes’ executive business forum on “ROGUCCI”)
- Conference tutorials for Tutorials Now program recorded on-site
- Author no-show procedure are in place
- Conference registration issues under evaluation
• Technical co-sponsorships being evaluated with TAB and IEEE committees (IEEE-wide policies needed)

D. Publications Council – Sergio Benedetto (Attachment 4)

Positive feedback came from TAB PSPB Periodicals Review Advisory Committee on our 4 journals and 3 magazines; among other suggestions, PRAC recommended the tenure policy on all editors be formalized in the Editorial Guidelines.

In collaboration with the Awards Committee, the process for nominating prize papers for awards is improved.

*IEEE Communications Letters* launched the “Reviewer Appreciation Program” to recognize “good” reviewers. An article will appear in *IEEE Communications Magazine*.

Phase I and II approval request to add *China Communications Magazine* to Xplore/IEL did not pass IEEE TAB Periodicals Committee and will be resubmitted next year.

Journal policies will be revised to bring more commonality to ComSoc journals, without limiting the autonomy of various editorial boards.

Publications Council recommends that the 2010-11 team consider:

- Changing name of *IEEE Communications Letters* to *IEEE Communications & Networking Letters* to increase number of submissions.
- Creating *IEEE Transactions on Wireless Networks* (a new transaction spinning off from *IEEE Transactions on Wireless Communications*)
- Incubating potential new publications within JSAC: Ad-Hoc & Sensor Networks, Digital (Multimedia) Broadcasting, and/or Cognitive Radio
- Establishing monthly on-line debates.

E. Member Relations – Byeong Gi Lee (Attachment 5)

Byeong outlined programs implemented to increase/retain membership:

- Expanded Industry/Now Program
- Expanded Distinguished Lecture Program with an expanded pool of lecturers and a “distinguished speakers” option to enable ComSoc officers and current/past distinguished lecturers to speak at chapters (minimal cost to ComSoc which may include grants up to $500 to cover differential expenses if needed)
- Support for local activities and engaging leaders worldwide
- A ComSoc Public Visibility initiative complementing that offered by the IEEE

Sister & Related Societies

During Roberto Saracco’s terms as Director of Sister Societies and now Director of Sister & Related Societies, sister-society agreements increased from 17 to 27. The Far East and Latin America regions are the current focus, and Roberto will expand to reach emerging countries in Africa and Australia as well.

Renewal agreements were finalized in a signing ceremony during this meeting:

- The Scientific Association for Infocommunications (HTE)
- The Institute of Electronics, Information & Communication Engineers (IEICE-CS)
- Chinese Institute of Electrical Engineering (CIEE)
The Singapore Computer Society (SCS) will sign an agreement with ComSoc 16 December.

Byeong summarized accomplishments in our 4 ComSoc Regions (NA, AP, LA and EMEA). The Chapter-of-the-Year and AP Achievement Awards were won by Beijing, China. Other regional achievement recipients were Panama (LA), Austria (EMEA), and Santa Clara Valley (NA).

Membership has increased at the IEEE level, but 45% never join any Society. We must seek ways to attract them to join ComSoc and turn them into active volunteers.

F. Technical Activities Council (TAC) – Andrzej Jajszezyk  Attachment 6)

Awards Committee – Steve Weinstein
A new career award — the Industrial Innovation Award - recognizes significant accomplishments by industry employees and was presented to the first recipient, David Belanger, during GLOBECOM’s Awards Luncheon.

Due to an inadequate number of nominations for the service/career awards, the committee recommends TAC and the publications boards form a joint committee to stimulate nominations.

Then, to improve the process for nominating prize papers, the committee recommends having editors earmark the “award-worthiness” of papers in Manuscript Central.

Larry moved “that the BoG approve a new best paper award to IEEE Communications Letters (or its successor) called the IEEE Communications Society Heinrich Hertz Award for Best Communications Letter.” (motion 09:29) Approved; 14 in favor. The consensus of the board was that the award should apply only to IEEE Communications Letters. This proposal (see attached) will go to TAB ARC for final approval.

The committee is divided over whether each publication should have a dedicated award or whether prize awards should be category-based. Steve recommended evaluation by TAC and Publications Council and recommended that TAC and Publications Boards consider a joint “prized nominations committee” to identify candidates and stimulate nominations.

Regarding the evaluation process for the ComSoc/IT paper award, a compromise is needed on whether each Society should pre-filter its Society nominations or whether all nominations should be submitted to the joint committee from the beginning.

Steve proposed a special recognition for Paul Green, who is one of the great contributors to communications in the 20th century. Paul is a dedicated ComSoc volunteer and has served in many positions including ComSoc President. Curtis moved “that the BoG approve a special IEEE Communications Society Lifetime Recognition Award to be presented to Paul Green consisting of a glass sculpture or other work of art with an appropriate inscription such as ‘to Paul Green, for a lifetime of great contributions, presented with love and respect from your colleagues in the IEEE Communications Society.’ The cost will not exceed $800.” (motion 09:30) All approved.

Fellow Evaluation Committee
An IEEE web-based system was introduced for managing the evaluation process; improvements are needed. Attempts by nominators to choose inappropriate Societies to
evaluate their candidates (enhancing their chances to be selected while also making it harder for appropriate candidates) must be discouraged.

**Emerging Technologies**
On behalf of the Technical Activities Council, Andrzej moved “that the eHealth subcommittee be elevated to eHealth Technical Committee.” *(motion 09:31)* Approved; all in favor.

**Communications History Committee**
Twelve articles have been published in *IEEE Communications Magazine*.

**Distinguished Lecturers Selection Committee:**
The second round of candidates for 2010–2011 is complete and will be announced soon.

**Technical Committees Recertification Committee**
The work of recertifying technical committees (required every 3 years) is proceeding; 19 are scheduled to be recertified in 2009 and 5 in 2010.

**Standards Board - Alex Gelman**
- The following technical committees have liaisons representing them on our Standards Board: RCC, CSIM, TAOS, PLC and CN.
- ComSoc Standards Board received a Corporate Sponsor Award from IEEE-SA, and Alex will accept the award on the board’s behalf this month.

Alex moved “that the BoG approve in principle ComSoc’s Standard Board policies and procedures comprised of Sections 5.14, 5.14.1 and 5.14.2.” *(motion 09:32)* All approved. The P&Ps go to IEEE-SA for review; Curtis and Alex will make editorial changes as guided by IEEE-SA and keep the BoG informed.

Byeong stated that in his interactions with industry he determined that most of all industry wants standards from IEEE. He requested that Alex come back to the BoG with a proposal for creation of a Standards Council and a position of ComSoc VP-Standards. *(action 09:13, new)*

**Education Board:**
The Educations Board has had its major focus on implementing the following Operations Review Committee recommendations:
- Draft a new text of ComSoc policies and procedures
- Interwork our Tutorials Now and IEEE Expert Now
- Record live tutorials at ICC/GLOBECOM to enrich Tutorials Now Program
- Coordinate certification and education activities: run educational activities in conjunction with IEEE/non-IEEE certification programs

**Technical Committees:**
To clarify the Bylaws wording on creating technical committees, Andrzej moved “that Bylaws Article 5.3 add the word ‘also’ as follows: New Technical Committees may also be proposed by petition…..” *(motion 09:33)* Approved; 14 in favor. This will go to IEEE TAB for approval.
G. IEEE Technical Activities Managing Director – Mary Ward-Callan (Attachment 7)

Mary presented the changing profile of associations and how associations adapt:
- Technology is moving faster than ever; are we changing as fast as the world is?
- Focus must be relationships, not technology: what relationships should we create—membership, students, other societies?
- Media landscape is changing, allowing individuals to coordinate themselves.
- The time when you could control the message is gone; global is essential.
- We must consider what will change the world in 3-5 years: business trends, geographic differences in solution spaces, new/emerging problems needing multidisciplinary solutions.

H. Executive Dir. – Staffing & Facilities – Jack Howell/Celia Desmond (Attachment 8)

ComSoc completed the IEEE requirement that all employee job descriptions be rewritten to be fully compliant with state requirements (NY/NJ). IEEE reviewed all “exempt” positions for such compliance; four ComSoc employees were moved to non-exempts status. Title changes have now been approved by IEEE.

Staff & Facilities will provide input during staff goal setting for 2010. Four print/online journals and two online-only journals were added to the three magazines already being handled by the Publications Department in the last four years. An SFC subcommittee has been charged with conducting an “organization design review” to assess current operations in view of the expanded responsibilities.

Certification--WCET update:
- All program elements are in place; however, certification applications and income are only 30% of the original plan. NIC funds were exhausted in June; even so, ComSoc included the original plan in the 2009 forecast and is moving forward as originally planned. To meet overall budget needs, the program will be run at a reduced expense during 2010, and a decision made by June 2010 whether the business model is working.
- Based on the initial experience with training courses, there will be a strong push in that direction going forward. We have a contract with Boeing for 50 exam seats – MOA to be funded under an existing relationship agreement with IEEE, the IWCE is seeking to provide WCET training in 2010, Telefonica in Spain is also interested, and the New Jersey Professional Engineers are interested in a collaborative effort.
- John Pape is pulling together a "Bootcamp" in WCET that would fulfill continuing education requirements for many companies, Federal, State and local organizations. Those attending and taking an exam will receive a certificate (and CEUs)

I. Finance Report –Stan Moyer, Bruce Worthman (Attachment 9)

Stan presented the current financial outlook for ComSoc. The 2009 forecast is headed toward a deficit of $1,400,000, due to mainly lower than expected revenues. Should the overall IEEE investment portfolio maintain its positive performance this year, our reserves should remain nearly unchanged compared to reserves at the beginning of 2009.

The 2010 budget update, which started around break-even, now includes a downgraded projection for OFC’10 of over $360K. In addition, the BoG proposed the following:
- add back $20K in the budget to spend on DLTs
• add back $20K in the budget to spend on Chapter Funding
• add $10K travel support for ad hoc Business Development Committee Chair
• With the new volunteer leadership appointments, $15K was saved due to some individuals holding two positions

The Finance Committee meeting held prior to the BoG was designed to be a revenue-generating "brain-storming" session. The meeting resulted in 10 ideas. At the Management Retreat, our new team of officers will decide which to pursue.

Later in the meeting, after much discussion, Stan moved “that the BoG approve the 2010 ComSoc operating budget with a deficit of $395K.” (motion 09:34) Approved; 12 in favor. The details are on the ComSoc Community Website (BoG2-2009 group) with additions as stated above.

J. Nominations & Elections – Nim Cheung (Attachment 10)

The candidates for Division III Director-Elect are: Stan Moyer, Doug Zuckerman

Members-at-Large: This 2010 ComSoc Election Ballot is the first opportunity to follow the procedure to move the direction of the MAL ballot more towards the goal of equalizing MAL distribution on the BoG. These are the candidates put forth by the N&E Committee for Member-at-Large for the 2010 ballot:

North America: Stefano Galli, Bob Shapiro, Moe Win
EMEA: Marco Chiani, Gerhard Fettweis, Wojciech Kabacinski
Latin America: Araceli Garcia Gomez, Ricardo Veiga
Asia Pacific: Ram Gupta, James Hong, Hideo Kuwahara, Zhisheng Niu

President-Elect: In this ComSoc Election Ballot, the N&E Committee is following the procedure approved at ICC requiring Board of Governor involvement in the selection of President-Elect candidates put forward by the N&E Committee.

A motion was made to accept the candidates on the short list and another motion was made to close the nominations. After meeting in Executive Session, the two candidates nominated by the Board of Governors to be included on the ballot are Sergio Benedetto and Andrzej Jajszczyk.

K. Governance Committee (Bylaws and & P&Ps) – Roberto deMarca

Mark moved “that the following changes be made to the ComSoc Bylaws (underlined):
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 vice chair, a secretary, and additional members as needed, and designate a member to serve as chair pro tempore in his/her absence.”

Article 7.3.4: “Distinguished Lecturers Selection – This committee is responsible for establishing selection criteria and for the appointment of lecturers. It is chaired by the Secretary Vice Chair of the Technical Activities Council. Members consist of the Vice President – Technical Activities, Vice President – Member Relations, and the Director – Membership Programs Development.”

Article 7.3.12: “Technical Committees Recertification – This committee recommends the establishment of new Technical Committees and reviews current committees to determine whether they are fulfilling their responsibilities. The committee is chaired by
the Vice President – Technical Activities and includes the TAC Secretary, Vice Chair, and six members, …"

(motion 09:35) Approved; 13 in favor. This will go to IEEE TAB for final approval.

L. CIO – Harvey Freemen (Attachment 10)

IT made a strategic decision to use Open Source tools to increase services and reduce costs:
- Drupal Open Source Content Management System for web and community presence
- Community site-enhanced groups with discussion forums, announcements, event calendar and managed ComSoc web site with improved searches, animation and graphics, maps.

Existing Services include new user interface for ComSoc Digital Library, tutorials available through the Digital Library, Eprise CMS available to technical committees/chapters, increased inventory for Tutorials Now and Webinars, and notebook computers/projectors available for conferences.

New initiatives:
- Web conferencing for BoG and other ComSoc meetings (GotoWebinar)
- Live streaming and on-demand sessions
- E-mail Marketing Service for conferences, promotions and eNews
- ComSoc presence in Wikipedia and Social Networking

M. IEEE Educational Activities Board – Harvey Freemen - (Attachment 11)

Expert Now:
- With a new revenue algorithm established, IEEE gets its costs first; and all additional revenue then goes to ComSoc.
- Content Development is accelerating; goal is to publish 40 new IEEE Expert Now tutorials each quarter

New Learning Management System (LMS):
- Available for institutional subscribers (and individuals next year) allowing for one-stop shop for IEEE Continuing Education
- Ability to deliver self-paced, Webinar, instructor-led and blended tutorials.

N. Ad Hoc Committee Review – Doug Zuckerman (see Attachment 2)

Doug reviewed status of the five active ad hoc committees; the consensus of the BoG is to continue all five.
- Public Visibility
- Humanitarian Communications Technology
- Women in Communications Engineering
- Certification (Celia Desmond)
- Nominations & Elections Process (to monitor changes and make adjustments)

Byeong announced two additional ad hoc committees for 2010 (continuing if needed):
- Industry Promotion Committee – to promote industry relations focusing on membership and patronage. The committee consists of Adam Drobot (Chair), the
Director-Marketing & Industry Relations (Stan Moyer), Director- Membership Programs Development (Shri Goyal) additional members as needed. Financial impact is $0.

- Business Development Committee – to leverage ComSoc’s “technical” strengths into “business” opportunities to identify/pursue opportunities for outside funding for initiatives, programs, products, and services. The committee consists of a Chair (Roberto de Marca) who is also a member of the Strategic Planning Committee, the IEEE/ComSoc Coordination Committee Chair, Vice Presidents, CIO, and up to three additional members. Financial impact in 2010 is $10K.

O. Director and Committee Chair Appointments – Byeong Gi Lee (Attachment 12)

Byeong announced his Director/Chair appointments along with the reporting structure as follows. There were no objections to these appointments:

President -- **Byeong Gi Lee**
Treasurer -- Harvey Freeman
Chief Information Officer -- Alex Gelman
Parliamentarian -- Doug Zuckerman
Chair – Governance -- Fred Bauer
Chair - Staff & Facilities -- Byeong Gi Lee
Chair - Strategic Planning -- Steve Weinstein
Chair - Nominations & Elections -- Nim Cheung
Chair - IEEE/ComSoc Coordination -- Doug Zuckerman
Chair - Operations Review -- Des Taylor

Vice President -- Technical Activities **Mark Karol**
Director – Education -- Stefano Bregni
Director – Standards -- Curtis Siller
Chairs – Technical Committees (elected by TC members)
Chair – Awards -- Vince Poor
Chair – Distinguished Lecturers Selection -- Mehmet Ulema
Chair – Fellow Evaluation -- Russell Hsing
Chair – Emerging Technologies -- Naohisa Ohta
Chair – Technical Committees Recertification -- Mark Karol (bylaws)
Chair – GLOBECOM/ICC Technical Content (under VP-C) Hikmet Sari
Chair - Communications History -- Mischa Schwartz

Vice President – Publications **Len Cimini**: 
Director – Journals -- Vijay Bhargava
Director – Magazines -- Andrzej Jajszczyk
Director – On-Line Content -- James Hong,

Vice President – Conferences **Khaled Letaief**
Director – Conference Development -- Heiner Stuttgen
Director – Conference Operations -- Merrily Hartmann
Director – Conference Publications -- Zhisheng Niu
Chair – GLOBECOM/ICC Management & Strategy -- Rob Fish
Chair – GLOBECOM/ICC Technical Content (under VP-TA) -- Hikmet Sari,

Vice President – Member Relations **Sergio Benedetto**
Director – Membership Programs Development -- Shri Goyal  
Director – Marketing & Industry Relations -- Stan Moyer  
Director – Sister & Related Societies -- Roberto Saracco  
Director – Asia/Pacific Region -- Naoaki Yamanaka  
Director – Europe, Africa, & Middle East Region -- Tariq Durrani  
Director – Latin America Region -- Jose-David Cely  
Director – North America Region -- Gabe Jakobson  

Ad hoc Committees:  
Chair – Ad Hoc WCET Certification -- Celia Desmond  
Chair – Ad Hoc Nomination and Election Process -- Larry Greenstein  
Chair – Ad Hoc Public Visibility -- Ashutosh Dutta  
Chair – Ad Hoc Humanitarian Communications Technology -- Bob Walp  
Chair – Ad Hoc Women in Communications Engineering -- Heather Yu  
Chair – Ad Hoc Industry Promotion -- Adam Drobot  
Chair – Ad Hoc Business Development -- Roberto de Marca  

P. Industry Programs and Initiatives (Attachments 13a-c)  

ROGUCCI --- Karl Rauscher and Curtis Siller  
Attendees participating in this Global Summit on Reliability of Global Undersea Communications Cable Infrastructure in Dubai in October were top-level managers and policy and decision-makers representing government, law, service providers, infrastructure, finance, media, and non-profits.  

This summit was part 2 of a 3-phased approach assessing the reliability of undersea cable infrastructure at the global level and raising the critical stakeholders’ awareness of their vital dependence on global undersea communications cable infrastructures.  

Karl gave appreciation certificates to Doug and Byeong for their support; Doug affirmed ComSoc support going forward to help facilitate some of the recommendations coming out of this event.  

IEEE Technical Committee on RFID – Paul Hartmann  
This committee was created by IEEE TAB to provide an IEEE-wide focus on Radio Frequency Identification (RFID) technology. Members include 7 Societies committed to a 2-year funding and appointing a representative to serve on the committee. ComSoc has been involved since 2007 and participated in this year’s conference sharing timely research results in all areas of RFID technology/applications.  

Marketing & Industry Relations Highlights: - John Pape, Bob Shapiro  
- End of October 2009 ComSoc membership was 41,599; down 7.4% from 2008.  
- First year of digital delivery of IEEE Communications Magazine--approximately 35% of members receiving digital only. Estimated $255K less expensive to deliver.  
- WCET certification WEBOK sold ~1,000 copies since April release  
- New Xplore Communications Digital Library for institutions/libraries; 1st sale recorded  
- Animated graphic web site enhancements  

Report of the IEEE Executive Director – Nim Cheung  
Nim presented highlights from Jim Pendergrast’s presentation to the IEEE Board of Directors meeting in November.
3. Closing Remarks – Doug Zuckerman

Doug presented all outgoing members of the BoG with appreciation plaques, thanking officers for their participation and contributions over the past two years. He expressed appreciation to Jack and Carole and staff “for their work supporting this and all his Board meetings.” Sergio congratulated Doug on being a “great” President, “Your meetings were wonderful and full of humor.” All agreed.

Doug closed the meeting with the comment: “It was great working with all of you, it was great fun, and I look forward to continuing to work with many of you as we move forward.” The BoG2 adjourned at 12:00 p.m.

4. Future Meetings – Doug Zuckerman

2010 Retreat – Atlanta, GA – 13 February (p.m.) – 14 February (a.m.) *
2010 – OpCom1 – Seoul, Korea – 15 April (all day) – 16 April (a.m.)
2010 BoG1 – Cape Town, South Africa, May 25 (p.m.) – May 26 (a.m.)
2010 OpCom2 – TBD (Singapore, Venice, Dubai, etc.)
2010- BoG2 – Miami FL, 8 December (p.m.) –9 December (a.m.)

Note: 2-day format for BoG meetings–p.m. on second technical session day, and a.m. on third technical session day
*Note change to Saturday/Sunday

Respectfully submitted,

Carole Swaim

ATTACHMENTS

Attachment 1 Agenda, President Reports
Attachment 2 Division III/IEEE/TAB/IEEE President
Attachment 3 Conferences Council
Attachment 4 Publications Council
Attachment 5 Members Relations Council
Attachment 6 Technical Activities Council
Attachment 7 IEEE Technical Activities
Attachment 8 Executive Director - Staff & Facilities
Attachment 9 Finance
Attachment 10 CIO
Attachment 11 IEEE Education Board Activities
Attachment 12 ComSoc Officer Appointments
Attachments 13a-d ROGUCCI, RFID, Marketing, IEEE Executive Director
MOTIONS PASSED CONSENT AGENDA

Acquisition Payments
09:28 “OpCom approve that ComSoc will no longer pay acquisition payments to any of our conferences

MOTIONS PASSED THIS MEETING

Paper Award for Communications Letters
09:29 “that the BoG approve a new best paper award to IEEE Communications Letters (or its successor) called the IEEE Communications Society Heinrich Hertz Award for Best Communications Letter.”

Lifetime Recognition Award – Paul Green
09:30 “that the BoG approve a special IEEE Communications Society Lifetime Recognition Award to be presented to Paul Green consisting of a glass sculpture or other work of art with an appropriate inscription such as ‘to Paul Green, for a lifetime of great contributions, presented with love and respect from your colleagues in the IEEE Communications Society.’ The cost will not exceed $800.”

EHealth elevated to TC
09:31 “that the eHealth subcommittee be elevated to eHealth Technical Committee.”

Standards Policies & Procedures
09:32 “that the BoG approve in principle ComSoc’s Standard Board policies and procedures comprised of Sections 5.14, 5.14.1 and 5.14.2.”

Bylaws – TC update
09:33 “that Bylaws Article 5.3 add the word ‘also’ as follows: New Technical Committees may also be proposed by petition….”

Budget Approval
09:34 “that the BoG approve the 2010 ComSoc Operating budget with a deficit of $395K.”

Bylaws – update from Secretary to Vice Chair
09:35 “that the following changes be made to the ComSoc Bylaws:

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 vice chair, a secretary, and additional members as needed, and designate a member to serve as chair pro tempore in his/her absence.”

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the Vice President – Technical Activities and includes the TAC Secretary, Vice Chair and six members, …’

ACTION ITEMS

09:13 **new:** Alex will come back to the BoG with a proposal for creation of a Standards Council and a position of ComSoc VP-Standards.

09:09 **continuing:** Fred Bauer will bring a recommendation to 2010 OpCom1 on whether voting Board members who are participating BoG/OpCom meetings via teleconference should have their votes counted during such meetings. (Note: As Governance Committee Chair, Fred will carry forward this action item originally for Roberto de Marca.)

09:01 **continuing:** Jack will follow-up with Mary Ward-Callan about the renewing members’ Society affiliations being shown on their renewal application forms.

09:04 **continuing:** Shri will build a matrix outlining purposes, directions, process guidelines, accomplishments, etc. for the IndustryNow initiative and report back to the BoG.

09:05 **continuing:** Bob will evaluate the scope of ComSoc lagging behind Societies for lapsed memberships, compare what we are doing with other Societies (noting their successes), and bring recommendations to BoG1.

08:17 **continuing:** Jack (for Celia) will bring proposal for additional certifications, based on the results of the 2009 Survey and the Spring 2009 WCET exam to the BoG in June 2010.

08:15 **closed:** Finance Committee will assess whether offering $5 dues to members beginning in 2010 is viable.

07:06 **closed:** Andrzej and Catherine Rosenberg will bring a proposal to the Board ensuring gender and geographic balance/diversity within standing committees.

09:03 **closed:** Roberto Saracco will report to BoG on the status of NavTech.

09:06 **closed:** Curtis will work with Jack on options and, if needed, will pursue action with the BoD in June to resolve funding issue for WCET from the New Initiatives Committee.

09:10 **closed:** Curtis will work with Merrily and Mark to draft a recommendation to Roberto to modify one additional conference-related motion from IEEE that is not feasible.

09:11 **closed:** Bruce’s staff will follow-up with removing references to acquisition payments on correspondence and Letters of Acquisition regarding ComSoc sponsorships.

09:12 **closed:** Shri will work with Marketing Department and the volunteers to get content for press releases in a variety of areas to increase public visibility.