AGENDA

Meeting called to order
ý Secretary's Report
  • Previous meeting minutes
  • Action items
ý Past President Summary
ý President's Statement
ý Treasurer's Report

VP Reports
ý Member Activities
ý Conferences
ý Technical Activities
ý Communications
ý Old Business
ý New Business

Meeting called to order at  2:08 PM CST
Adjourned at 3:49 PM CST
Action items from this meeting

1/10/2012

Challenges document – VP to review and provide input to Elya
   Agree with challenge or provide alternate proposal

Distinguished Lecturer program – need to work on developing program – would like to have preliminary plans
   by June – Thomas

Ad for PSES needs to be updated with new FOI and 2012 Symposium – Jim Bacher

Continuing Action Items from Previous Meetings:

***********

Daniece – Doug N – study changing the Symposium to spring
   Kevin Ravo will help with proposal

Dan Roman - Will form an IT committee to study services. Need recommendation by January, 2012.

Doug Nix - make a template for announcements for Chapter sponsored workshops

Ivan – submit ideas on awards to Murlin

Dan Roman – proposal to put conference papers on website for download –
   Item is complete

2013 Budget – need input from each VP for budget items by May 20 to Jan
   If no budget items, please let Jan know
   highlight any conference/workshop submit to vp conferences for submittal
   budget items for Awards

Thomas Ha / Doug Keely – to coordinate merchandise to support goals of chapter support and new members

Please note Meeting Schedules at end of this report
Meeting report

Secretary's Report
- Previous meeting minutes – review meeting report as distributed
  - Motion to approve; no objections; approved
- Action items from this meeting will be distributed immediately after the meeting.
- Future reports 7-10 days in advance of meeting to be put on consent agenda

Past-president's Summary
- Looking forward to future duties as past president
- Next duty is to form nominating committee
  - Elya will share forms for nominations, etc. from EMCS
- Awards process will be next on the list
- Attended the CES show and consumer electronics society meeting
- Ad for PSES needs to be updated with new FOI and 2012 Symposium
  - Jim Bacher will do

President's Statement
- Welcome to new board members
- Focus on 2 main items
  - Follow up on strategic work –
    - Sent to Tom and Doug – this year in addition to the general framework, focus on issue of members chapters, member services, conference and colloquiums
    - Technical service – activities of Technical Committees with emphasis of role or engagement, succession in TC, 3 or 5 year plan for TC, issues of global outreach
  - Challenges document - Will send “challenges” to the VP – items which Elya feels we need to focus on to be used as a master plan
    - VPs to review and agree or suggest reasonable changes or new targets
  - 2012 Issues: Society Review, Chapter support, Conferences & Meetings, Leadership and Succession Plans
    - Each VP to start thinking of successor
- Would like our meetings to have slightly different format
  - Focus on plans or activities
  - Minimize reporting, discussion on proposals, activities, plans
  - Will add request for reports to the meeting notice
- End of 2012 – early 2013 timeframe – formalize the strategic plan more into the structure that TAB likes to see and use a basis for 5 year plan

Treasurer's Report
- Travel expense for end of year is closing
VP Reports

Conferences

- 2012 conference – Portland Update – Chair: Anna Klostermann
  - Venue has been chosen, reasonable room rate
  - November 5 - 7, 2012
    - Anyone interested in serving on the committee should contact Anna
- Workshop – Argentina – Sylvia Diaz Monnier
  - Sylvia has submitted a proposal
- Workshop – Israel
  - Proposal to be submitted
- 2013 Symposium – Austin, TX – Chair: Gary Schrempp
- 2014 – Santa Clara, CA – Chair:
- 2015 – Chicago, IL – chair:
- Suggestion to make a template for announcements for Chapter sponsored workshops
- Suggested changing the timing of the Symposium to spring
- Elya is involved in an international ethics event in 2013 – will have more information in March
  - Areas of connection - Risk assessment; how to express problems, timing, etc.;
  - Propose possibility that PSES is a technical sponsor

Technical Activities

- No report

Member Activities

- UL Seminar will be at the CES related to smart grid and smart home
  - Session1 LED; Session 2- power generation; Session 3 energy efficient products
- Will be a panel session with invited speakers to present their view; will be recorded and available on UL website
- White paper on membership in process. Paper to include where we are and how to grow.
- China chapter – working with section leaders to approve chapter; have new rules for signees of petition and need to verify
- New chapters – attempting to communicate with potential leaders
- Awards & recognition
  - Working with Murlin to finish development of program
- Merchandise
  - Need to review opportunities and budget
- DL program
  - Need to work on developing program – would like to have preliminary plans by June
    - IEEE has support for a virtual meeting
    - Will form an IT committee to study services
Communications – Dan Roman

- Upload area
  - Does it need to be secure?
  - Have secure area for board members only which is password protected
  - For board member discussions, could set up another area on the communities site for file upload and conversation
  - Have listserv reflector for board members

- Other presence modes
  - Second Life – IEEE site currently does not have any controls for non-members
  - Looking for other places online, in magazines such as In Compliance
    - In Compliance has offered a page to be devoted to PSES, but having difficulty in developing streams for newsletters; need to keep it on the table
  - Conference papers – all conference CDs can be downloaded by members
  - All mailing list archives to new service

Old Business

- No old business

New Business

- No new business

Next Meeting

- Next meeting is a Face to Face (F2F) on February 11-12, 2012 in Austin, Texas
- Next Teleconference is March 6, 2012, as 2 PM Central Time (US)

- Adjournment
  - Meeting was adjourned at 3:49 PM CST
Meeting Schedules

- **Strategic Planning Committee**
  - All VP’s are included
  - Strategic planning meetings will be held the Saturday night before the June, and November BoD meetings

- **Future Face to Face meetings**
  - February 11-12, 2012 – Austin, TX
    - Focus on Strategic planning – VP to submit bullet summary for a report
  - June 23-24, 2012 – Atlanta, GA
    - Potential workshop to be held in conjunction with BoD meeting
  - Nov 3-4, 2012 – Symposium – Portland, OR
    - Sunday before the symposium
    - Nov 7 – Board meeting with summary
    - Note that final summary to TAB review for society

- **Monthly teleconference schedule** Send as teleconference meetings as outlook meeting notice and e-mail
  - First Tuesday of the month (unless scheduled otherwise)
    - **2012**
      - January 10, 2012
      - February, 2012 – no teleconference held
      - March 6, 2012
      - April 3, 2012
      - May 1, 2012
      - June 5, 2012
      - July 3, 2012
      - August 7, 2012
      - September 4, 2012
      - October 2, 2012
      - November 2012 – no teleconference scheduled
      - December 4, 2012

**Time:**

*US Time:* 3 PM EDT  -  2 PM CDST  -  1 PM MDST  -  12 PM (noon) PDT  -  
Tel Aviv, Israel - 10 PM  -  Buenos Aires – 4 PM  
Sydney, Australia - - 7 AM (Wednesday)  -  Beijing, China – 4 AM Wednesday

**Please note** that the times may vary depending on the local adoption of Daylight Savings Time.

*ALWAYS* check your local time.

Time is based on **US Central time zone. (Austin, Texas)**

Convenient web based planner is at [http://www.timeanddate.com/worldclock/meeting.html](http://www.timeanddate.com/worldclock/meeting.html)