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| **IEEE_MBblue** | **IEEE Product Safety Engineering Society** | pseslogo_medium |

**Meeting Report - BoG**

**February 4, 2019**

**Board of Governors Members:**

John Allen, Mark Maynard, Stefan Mozar, Murlin Marks, Daniece Carpenter, Mike Nicholls, Steli Loznen, Ken Kapur, Wen-Chung Kao, Steve Brody, Fabio Furlan, Don Gies, Jeff Pasternak, Lei Wang, Michael Anderson, Daren Slee, Bansi Patel, V. Jayaprakasan, Catherine Pell, Kim Fung (KF) Tsang

**Participants:**

John Allen, Stefan Mozar, Daniece Carpenter, Mike Nicholls, , Ken Kapur, Fabio Furlan, Don Gies, Catherine Pell, Kim Fung (KF) Tsang

**Guests:**

Grant Schmidbauer

Call to order \_\_9:04\_\_\_\_ pm Central USA time

Adjourn \_\_10:26\_\_\_ pm Central USA time

**Welcome**:

* No items to add to the agenda
  + Approval of Agenda –
    - Motion made and passed

**Housekeeping and Secretary's Report**:

* General
* Approval of previous Meeting Report
  + Motion made and passed

**Past President's Report**:

* No Report

**President-Elect's Report**:

* Happy Chinese New Year to all
* Transition of Conferences VP duties to Professor Kao is going well
* Meeting with S. Korean safety engineers of the Korean Institute of Electronics and Information Engineers (IEIE)
  + Meeting held in Auckland
  + Met with the current president, past president, and president elect
  + S. Korean government has a focus on product safety
  + The IEIE expressed a willingness to work with PSES
  + The IEIE confirmed that they will participate in 2019 conference and expressed a desire to host the Asia conference in 2020
* SPCE 2019
  + Currently reviewing the SOW
    - Discussing and issue with the room block criteria
* Publications
  + Submitting a letter of intent to convert the newsletters to a magazine format
    - Process needs a total of 4 presentation to gain approval
    - Expect the green light by Feb 2020
    - Estimates that it will take about 6 months to get it up and running
  + Proposal to create a VP of Publications
    - A VP level leader would bring the focus needed to this area
  + Expressed an goal to submit a letter of intent in the latter half of 2019 to start a Journal for research papers
  + Open Access
    - Open Access is a mechanism by which research outputs are distributed online, free of cost or other barriers to the user.
    - EU is advocating for any paper prepared on research funded by the EU should be in a free forum
    - For the EU platform, publishers pay about $1700 to publish papers, but is free to the user
* Fellows Committee
  + IEEE made some modifications to the Fellows process
  + As PSES is a small Society, the IEEE Fellows program allowed a small evaluation committee with no vice chair
  + Stefan will serve as the Chair of the Fellows Evaluation Committee
  + Members are Rich Nute, Pete Perkins, Professor Kao
  + Change in submission criteria now requires 3-5 references, instead of the previous 5-8
* President-elect report: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Treasurer's Report:**

* Request to all PSES VPs
  + Need to understand your budget for 2020
* Treasurer training in progress
* Treasurer Report: \_\_\_\_\_\_\_\_\_\_\_

**VP Technical Activities:**

* DL program progress
  + Discussions are being held with Silvia
* Technical Committees
  + Plan to send an email to each Committee to gauge status
* Will not be at ISPCE for medical reasons
  + John to coordinate TC meetings
* Preparing a proposal to introduce a mentorship program
* Preparing a proposal to develop a Database on our website as a reference for agencies, consultants, etc.

**VP Communications:**

* Newsletter
  + Looking for articles and Chapter reports
  + Suggest a teaser for the ISPCE,
  + Reports on other conferences
  + Catherine volunteered to write report on 2019 ISPCE
* Propose to record 2 or so of the presentations and keynote; use recordings as basis for articles
* Suggestion to have a history page on the website
  + Noted that we do have a history page
  + Do we need to review it and update it?

**VP Conferences:**

* ISPCE 2019 conference report
  + Early registration on March 16
  + Paper review is on trach for an excellent program
  + Conference program is in preparation
  + InCompliance magazine has run our ad
  + Conference Report: \_\_\_\_\_\_

**VP Member Services:**

* Chapter chair meeting
  + Requesting help to reach out to the top employers
    - Education for the employers on the benefits of their employees as members of PSES
    - Ask employers to provide more support
  + Reviewed feedback from discussion
* New member initiative
  + Sessions will be conducted in 2019
* Virtual Chapter
  + Question under discussion with IEEE is how to recognize a virtual chapter
* Senior members
  + Continue program to promote current members
* Membership
  + Stands at 835
* Volunteer positions on website
  + Have volunteer for Global Outreach Rep
  + Need to check background
* Member Services Report: \_\_\_\_\_\_\_\_\_

**LIAISON Reports**

* No Reports

**Old Business**

* Meeting time and date for 2019: \_\_\_\_\_\_\_
  + Monthly meeting for BoG

**New Business**

* Awards
  + Very few nominations for awards
  + Need everyone to mention to others
* At the Boston meeting, we discussed areas that we wanted to expand into
  + With regards to TC, any thoughts of starting a TC in these areas

**Concluding Remarks**

Thanks to everyone for their participation

**Adjourn**

Motion made and passed to adjourn

**Face to Face Meetings**

*All Day Board Meetings - 2019*

* 2019 Symposium (May 6,7,8) – May 5, 2019
* Fall meeting - Fall conference – Austin, TX – 2019

*Monthly Web Conferences*

**2019** - First Monday of each month – Time varies - Central US time

2019 Web Conferences

* January 7
* February 4
* March 4
* April 1
* May 6
* June 3
* July 1
* August 5
* September 9
* October 7
* November 4
* December 2

***Reminder – USA Daylight Saving Time BEGINS on March 10, and ENDS on Nov. 3, 2019***