

IEEE SSIT Board of Governors Meeting

AGENDA

January 24, 2004 (postponed from December 6, 2003)

168 Civic Square Building, Rutgers University, 33 Livingston Ave., New Brunswick, NJ

1. (10:30) Welcome and Introductions Andrews
 2. Adoption of Agenda Andrews
 3. Approval of Minutes of Previous Meeting Kjell
 4. Past President's Report (November TAB mtg) Andrews
 5. President's Report O'Connell
 6. Treasurer's Report Stephan
 7. Publications Report Loui
 8. Conference Reports (Amsterdam'03, Austin'04, Worcester'04) Andrews, Stephan
 9. Society Survey Results Discussion Andrews
 10. Committee Reports
- | | |
|------------------------------|----------|
| Nominations/Elections | Perusich |
| Fellow Nominations | Engel |
| Membership | Brook |
| Awards | Benjamin |
| Technology and Public Policy | Andrews |
| Ethics | Unger |
| PACE | Plonsey |
| Chapters | Perusich |
11. Old Business
 12. New Business
 13. Next Meeting Date and Place
 14. Adjournment

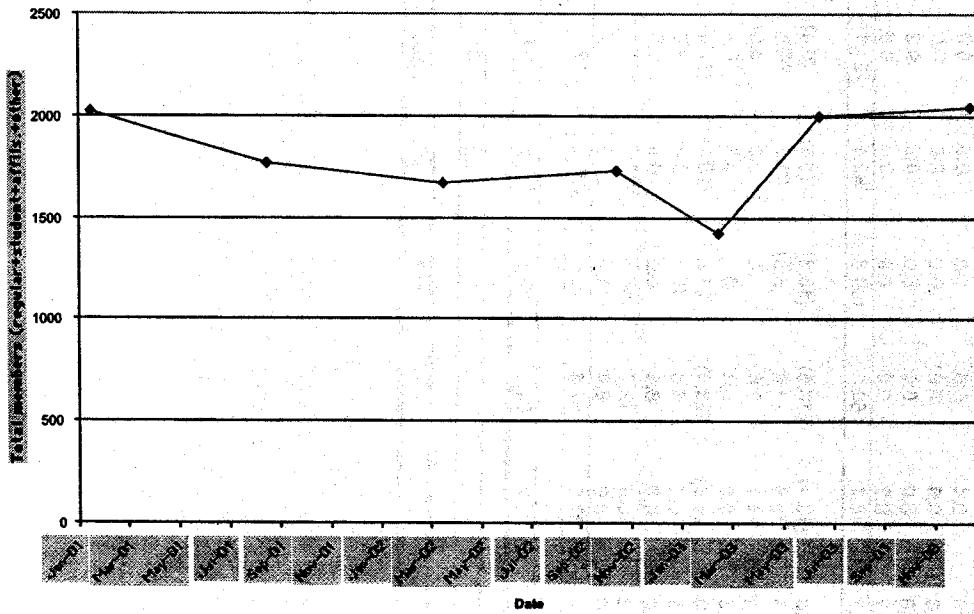
IEEE SSIT BOG Meeting 12/6/2003

Treasurer's Report

Membership as of 30 Sept. 2003:

Regular: 1758
Student: 148
Affiliate: 28
Other: 112
Total: 2046 + 510 arrears = 2556

SSIT Total Membership vs. Time



**2004 IEEE S/C BUDGET
FOR THE PERIOD ENDING DECEMBER 31, 2004**

23-Jan-04

05:48 PM

**BUS UNIT - 0300
SUMMARY BY COST CENTER**

	PRIOR YEAR ACTUALS						2003 BUDGET	2004 BUDGET	2005 BUDGET	2006 BUDGET
	1997 ACTUALS	1998 ACTUALS	1999 ACTUALS	2000 ACTUALS	2001 ACTUALS	2002 ACTUALS				
00100 INTEREST INCOME	5.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
00790 TECHNOLOGY & SOCIETY MAGAZINE	124.2	134.1	143.9	56.8	169.2	171.9	174.1	166.3	170.9	175.6
01499 PERIODICAL RELATED - OTHER	0.3	0.2	0.3	0.4	0.1	0.0	0.3	0.4	0.4	0.4
01600 NON PERIODICAL	0.4	0.7	0.1	0.2	0.6	0.2	0.6	0.0	0.0	0.0
01700 MEETINGS/CONFERENCES	30.9	13.1	0.0	46.8	12.5	11.5	31.8	32.8	33.8	34.8
01701 CONFERENCE - RELATED	0.0	0.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
01702 GRANTS	0.0	0.0	8.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
01800 ADMINISTRATION	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
01900 COMMITTEE & OTHER	0.2	0.2	0.0	0.6	0.0	0.5	0.5	0.5	0.5	0.5
TOTAL INCOME	161.7	148.7	152.3	104.8	182.4	184.1	207.3	199.9	205.5	211.3
00100 RMBSVC INTEREST INCOME	0.0	(13.1)	(18.6)	(13.3)	(6.1)	(0.4)	0.0	0.0	0.0	0.0
00790 TECHNOLOGY & SOCIETY MAGAZINE	71.3	78.6	73.6	(6.8)	83.2	96.5	96.6	123.8	126.9	130.1
01499 PERIODICAL RELATED - OTHER	4.2	4.1	3.6	4.8	5.0	3.9	4.5	1.5	1.6	1.6
01600 NON PERIODICAL	0.5	0.5	0.3	0.4	0.7	0.7	0.8	0.9	0.9	0.9
01700 MEETINGS/CONFERENCES	11.3	(6.9)	(23.4)	21.6	(10.4)	(17.6)	(22.2)	(23.2)	(24.2)	(25.2)
01701 CONFERENCE - RELATED	0.8	0.7	3.5	(0.4)	0.4	0.0	1.1	0.5	0.5	0.5
01702 GRANTS	0.0	0.0	8.1	0.0	0.0	0.0	0.0	0.0	0.0	0.0
01800 ADMINISTRATION	11.3	15.0	12.7	57.3	127.9	109.1	79.9	80.3	80.8	84.1
01900 COMMITTEE & OTHER	23.0	8.6	8.0	11.4	21.3	10.2	1.1	16.2	16.5	16.8
TOTAL EXPENSE/RMBSVC	122.4	87.5	67.8	75.0	222.0	202.4	161.8	199.9	203.0	208.9
TOTAL NET	39.3	61.2	84.5	29.8	(39.6)	(18.6)	45.5	0.0	2.5	2.4
					0.0	0.0	0.0	0.0	0.0	0.0
NEW NET				29.8	(39.6)	(18.6)	45.5	0.0	2.5	2.4

Date: 04-NOV-03 12:16:53

SOCIETIES & COUNCILS
Current Period: OCT-03

currency USD
Business Unit=0300 (Social Implications of Tech)

NAME	I N C O M E			E X P E N S E			N E T S U R P L U S (D E F I C I T)			
	ANNUAL BUDGET	Y E A R T O D A T E		ANNUAL BUDGET	Y E A R T O D A T E		ANNUAL BUDGET	Y E A R T O D A T E		
		BUDGET	ACTUAL		BUDGET	ACTUAL		BUDGET	ACTUAL	VARIANCE
INVESTMENT RETURNS	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
PERIODICALS	174.4	136.7	110.1	100.9	78.9	107.4	73.5	57.8	2.7	-55.1
NEWSLETTERS	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
NON PERIODICAL SALES	0.6	0.5	0.3	0.8	0.6	0.6	-0.2	-0.1	-0.3	-0.2
MEETINGS/CONFERENCES	31.8	26.5	38.9	-20.9	24.2	39.1	52.7	2.3	-0.1	-2.4
GRANTS	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
ADMINISTRATION	0.0	0.0	0.0	79.9	41.7	41.8	-79.9	-41.7	-41.8	-0.1
COMMITTEE/OTHER	0.5	0.4	0.0	1.1	0.9	15.6	-0.6	-0.5	-15.6	-15.1
TOTAL	207.3	164.1	149.3	161.8	146.3	204.5	45.5	17.8	-55.1	-72.9

Publications Committee Report
IEEE Society on Social Implications of Technology

IEEE SSIT Board of Governors Meeting
December 6, 2003

Michael Loui, committee chair
Joseph Herkert (ex officio), Ronald Kline, Karl Perusich (ex officio),
Janet Rochester, committee members

1. Planned issues of *Technology and Society* magazine

Winter 2003/04: Regular issue

Spring 2004: Regular issue

Summer 2004: Special issue on social and policy issues in nanotechnology

Fall 2004: Special issue of conference papers from ISTAS 2003

Winter 2004/05: Regular issue

2. Long-term planning

The Publications Committee met by telephone conference call on November 25. The participants were Terri Bookman, Bobbi Brody, Joe Herkert, Michael Loui, Brian O'Connell, Karl Perusich, Sarah Pfatteicher, and Janet Rochester. Although we do not have major recommendations to present at this time, we did agree on the following points:

- The e-newsletter should continue to grow. The publication of the newsletter should be coordinated with the publication of *Technology and Society* magazine. The newsletter could be published more frequently than four times per year (the current schedule).
- The SSIT Web site can provide many resources to support our publications, but resources would need to be allocated for enhancement and ongoing maintenance. The Web site should have a link to IEEEExplore, through which SSIT members can access electronic versions of *Technology and Society* magazine and the Proceedings of the International Symposia on Technology and Society.
- SSIT should join with other IEEE societies to consider seriously the publication of a transactions for archival papers. The scope of the transactions should avoid significant overlap with *Technology and Society* magazine.
- SSIT should continue to assess our publications through occasional surveys of selected members.

The Committee plans to meet again by teleconference call.

3. Web site

We are examining other Web sites as possible models for the SSIT Web site. In addition, we are seeking preliminary advice about the SSIT Web site from an undergraduate at Illinois, Sophia Lai. Ms. Lai is a senior in computer engineering who has taken three courses in Art and Design, including Web design; last summer she had an internship in technical documentation.

IEEE Technology and Society Magazine
2003 Annual Report
(Vesilind and Herkert, editors)
January 3, 2004

There were 19 papers submitted for regular issues of T&S in 2003. Of these, one was accepted as an unreviewed feature, three were overflow papers from special issues, and two were still under review at year's end. Of the remaining 13 papers, 5 were accepted, 7 rejected, and one rejected with a revise and resubmit invitation. The acceptance rate for these 13 papers was thus 38 percent.

Backlog on hand at the beginning of 2004 consists of 9 papers including the unreviewed feature.

Special issues in 2003 included Social Implications of ICT (ISTAS'02) (Herkert, guest editor) and Women and Minorities in IT (Varma, guest editor).

Planned special issues for 2004 include Nanotechnology (Woodhouse, guest editor) and Technology and Crime Prevention (ISTAS'03) (Andrews, guest editor).

Advisability of New Initiative

President Andrews has asked me to comment on the advisability of undertaking a new initiative such as the launch of a Transactions by our society. At the present time we are in reasonably good financial shape for a small society. On Dec. 31, 2002 (almost a year ago), we had reserves of \$214,000, which will be reduced or increased at the end of this year depending on whether we end calendar 2003 with a deficit or surplus. IEEE has in the last several years reduced our reserves by about \$70K a year due to the well-known Institute-wide financial problems, but this may not continue in 2004 to the extent it has in the past. Income and expenses for T&S Magazine and conferences are about balanced this year, so the only major decrease in our reserves will probably be due to the Institute-wide assessment.

Brian Wilson, our finance contact at IEEE, explained to me that in order to do a new initiative during calendar 2004, we would have had to put it in the budget process earlier this year. It is too late for 2004, but the budget process for 2005 begins around March 2004. To do this, we should assemble a financial plan for the new venture, explaining when we expect it to show a net surplus. There are new-initiative forms available from IEEE, and they must be submitted to the TAB Financial Committee (FINCOM). Brian believes there is one other committee that must approve it as well. Before approving new initiatives such as this, FINCOM often asks for additional information and sometimes requests a personal presentation before them. So if we want to get something started by 2005, we need to begin the financial planning for it now.

Karl D. Stephan, SSIT Treasurer
Dec. 2, 2003