SSIT BoG MINUTES

IEEE Society on the Social Implications of Technology
Board of Governors Meeting
16 March, 2013
Room 368, Civic Square Building
Rutgers University
New Brunswick NJ, USA

1. Welcome and Introductions

   The meeting was opened at 10:21 AM by President Laura Jacob. Attendees present and on the phone introduced themselves.   Attendees are listed at the end of the minutes.   Fourteen voting members were present in person or by telephone, thus meeting the requirement for a quorum.

2. Adoption of the Agenda (Laura Jacob)

   Related Attachment:
   SSIT BoG Agenda for March 16 2013.docx

   The Final Agenda mailed to the to the BoG was adopted as sent. The schedule was adjusted in real time to ensure that items requiring a vote would be handled early, and to accommodate schedules of individual participants. The numbering of items below reflects the order at the meeting; Agenda Item numbers are also indicated.

3. Approval of Minutes of the November 3, 2012 Meeting (Lew Terman) - Agenda Item #3

   The Minutes as mailed were approved.

4. President's Report (Laura Jacob) - Agenda Item #4

   As a Society, this year we are looking to increase activities (especially conferences and membership). We need to increase the number of volunteers; it will be important to recruit new volunteers to help with these activities. The TAB AdHoc SSIT Review Committee has generated a very useful report on what we can do to improve our activities and membership.

5. Past President's Report (Jerry Engel) - Agenda Item #5

   There has been a successful transition to the new administration.

6. IEEE Division VI Director's Report (Bogdan Wilamowski) - Agenda Item #6

   No report

7. Conferences (Luis Kun) - Agenda Item #9

   Related Attachments:
   BOG-ISTAS 13 - Report on ISTAS 13
   Ethics Symposium 2014 - Report to SSIT BoD, March, 2013
   TPC Feb-13 Minutes - Report on the Wiener Conference
   ICDP13_CFP provisional - Call for Papers from Conference on Imaging for Crime Detection and

Prevention

Discussion:
Need more SSIT presence at conferences. We get requests for Technical Co-sponsorship, and it is desirable to have attendees at such conferences and to get feed back from the conferences. Looking for a strategic plan for the next meeting. Greg: engage with key conferences for each of the large societies.
ACTION ITEM: Luis/Conferences Committee to work on this.

Also need emphasis on IEEE's strategic areas - e.g., Cloud Computing, Electrical Grid, Life Sciences. ISTAS 14 will be in conjunction with the Ethics Symposium (at the Marriott O'Hare in Chicago). Need to start on ISTAS '15.   If we are Technical Co-Sponsor of a conference, we should identify a champion for that conference.

Internet of Things Conference (Seoul, Korea, March 2014): previously voted for Financial Co-Sponsorship of the IoT - Mengchu Zhou and Greg Adamson are very interested; Greg Adamson volunteered to be point person. SSIT will need to support travel to such conferences, with a feedback report expected.

ACTION ITEM: Laura/Luis to see if Mengchu Zhou will be point person on the IoT. [Subsequently, Mengchu agreed to be the contact/champion].

At present, the leaders for future scheduled SSIT conferences are: ISTAS'13: Katrina Michael; IoT: Mengchu Zhou and Greg Adamson; Ethics: Elya Joffe; Wiener: Greg Adamson

Ethics Conference - May 22-24, 2014 (Elya Joffe). Elya is the Chair. It will be a 1 1/2 day meeting, length constrained by budget. Financial sponsors are SSIT, IEEE-USA, and EMC, Education Society pending, Region 4;   Technical Co-Sponsors Product Safety Engineering Society, HKN, ACM; EMC is involved. The organization and outreach is coming along very well (see the presentation). This conference will be co-branded as ISTAS'14 with IEEE.

ACTION ITEM: Elya to inform the financial sponsors of the co-branding.

Greg is working on the getting the ISTAS'12/Singapore Conference into IEEE Xplore

2014 Wiener Conference (Greg Adamson) - 24-26 June 2014. Going well (see presentation). Monthly teleconferences. It will be in the Boston area, and the IEEE Boston Section is a 50% sponsor. The goal is to bring the work of Wiener to attention of the current generation of engineers and scientists. The conference will include reminiscences by people who knew Wiener. Will release the Call for Papers in May. The BoG expressed enthusiasm for the project and the progress.

Imaging for Crime Detection and Prevention Conference - December 16-17 in London UK. (See Call for Papers). A proposal for SSIT to become a technical co-sponsor was received about 1 week before the BoG meeting. There was agreement that it falls within SSIT scope of interest, also a good opportunity for SSIT involvement in Region 8.

MOTION: To authorized the SSIT President to negotiate co-sponsoring of the 5th International Conference on Imaging for Crime Detection and Prevention if it is deemed in the best interests of SSIT.
The Motion Passed.

President Jacob indicated that her criteria for determining SSIT Technical Co-sponsorship will include financial cost if any, and having some SSIT person to be directly involved.

8. Treasurer's Report (Ken Foster) - Agenda Item #7

   Related Attachment
   SSIT_BOG_MARCH_2013_treasurers_report

   It appears the SSIT 2012 financial results are considerably better than previously expected, with a loss for the year around $20K, rather than the $60K in the budget. 2013 looks even better, partly because of a major increase of the IEEE Publications Package revenue due to sales in India, as well as lower costs for T&S going electronic. The 2013 budget is for a slight $17K surplus. IEEE has included a possibly rather optimistic projection for the ISTAS13 surplus. The stock market results has helped to cancel some of the operational loss in 2012, and the reserves are projected to stay above $200K. [Subsequently, the YE2012 SSIT reserves were determined to be about $232K]

   Motion: 2014 T&S page budget to remain the same as 2013 at 296, to take the IEEE Publications recommended rate for non-member subscriptions, and leave the member dues the same as for 2013.
   The Motion Passed.

   These parameters will be given to IEEE, which will come back with a final proposed budget. The final budget results from negotiations with IEEE.

   Ken noted that he has been getting requests for items not originally contained in the budget - additional travel, T&S redesign, etc.   President Jacob wants to establish a travel budget to allow SSIT to become more active. Also, the Barus Award funds were supposed to come from a donated fund, which has disappeared; needs to be budgeted.
   ACTION ITEM: Lew , with the Awards Committee, to determine what the Barus Award honorarium should be.

   President Jacob noted that we need to turn around our student member numbers, and suggested a student paper competition at ISTAS. It was noted this was done some years ago, with good success, but was not continued.

9. Publications Report (Keith Miller) - Agenda Item #8

   Related Attachment:
   PUBLICATIONS REPORT 2013 March

   T&S has successfully gone electronic.

   It is time to upgrade the design of the magazine, and it makes sense to coordinate with the redesign of the web site if finances allow. The cost for full redesign of the magazine is estimated at $3K - $4.4K. T&S also needs a more effective process for handling reviews of submitted papers; T&S is drowning in the number of submissions, which is becoming a major problem.

   The joint issue with IEEE Computer for June is on schedule.   This issue will be the free on-line issue available for the next 6 months on the Computer Society web site - it will thus be available to all SSIT members.   The SSIT guest editors should use the space to publicize SSIT's activities and goals.   The Joint Special Issue resulted from a series of meetings between Greg Adamson and David Allen Greer of the Computer Society.

<u>ACTION ITEM:</u> Awards Committee to develop a certificate of appreciation to Greer for the joint issue.

<u>ACTION ITEM:</u> At the July Meeting, the BoG should pass a resolution thanking Greer for his efforts.

Discussion: website/blog for comment on publications in other magazines or sources - SSIT to become more efficient and responsive. Will discussed in detail later.

Keith Miller announced he wishes to resign as Pubs Chair and Editor. At the University of Missouri, he now has an endowed chair in the College of Education on Lifelong Learning in the Sciences.

Motion: To thank Keith for doing such an amazing job as Pub Chair and Editor, and his years of service to SSIT.
The Motion Passed by Acclamation

A replacement for Keith will be needed.

10. TAB SSIT Review AdHoc Committee Report (Laura Jacob) - Agenda Items 7A and 7B (Laura Jacob)

President Jacob reviewed the TAB AHC report. The AHC report is quite positive, and they on our side. However, a major problem is that a substantial part of IEEE is not aware of SSIT. There are a number of problems: membership is a problem, with long term decline and low student membership; a small number of conferences; problematical finances/reserves.

SSIT does not have a long term vision, and a clean plan of engagement with other IEEE S/Cs. The TAB AHC feels it is important for SSIT to act on this.

Strengths: Impressed with SSIT - good people involved; good attitude; growing number of chapters; T&S is an impressive magazine, which makes people want to join if they see it. They feel SSIT is starting to turn around, and has time to turn around.

Opportunities: must avoid a straight focus on cost reduction - would result in a death spiral. Rather, increase activities, especially in IEEE - must make the effort to engage with other S/Cs. Essential: develop long range plan; rethink the brand, engage social media, engage other Societies.

Bottom line: SSIT to form a Long Range Planning Committee (LRPC) and develop goals for what the SSIT should look like in 5-10 years, and then come up with concrete action items to implement those goals.

LRPC membership: Laura, Lew, Elya, Clint, Jim, Greg, Kimball [subsequently, Greg agreed to be the Chair of the LRPC]. Critical questions: is SSIT up to this; can it attract volunteers? Can SSIT think big enough? SSIT has been ahead of its time - its issues are now becoming more important to IEEE. SSIT is core to IEEE as a whole. SSIT has been doing it a long time, and there are many opportunities. The key will be developing a plan and carrying it out.

More discussion: Jim: SSIT goal must be impact, not profit. Compendium publication(s) of the best articles on a specific topic could have huge impact. Elya: visibility is key - engage the non-Society members of IEEE; do outreach to Regions though Region meetings; organize tracks at conferences. Luis: ISTAS 13 has co-sponsor and non-US speakers; SSIT can be more effective with new tools Luis: more effective with new tools; incorporate multi-discipline/cross discipline

technologies. Associate editors in S/C - to bring our message and cross pollination. Lew: what are the areas we should be focusing on; should we have technical committees like S/Cs, focusing on specific areas of interest to drive our activity in those areas?; is T&S too academic - should it be more practical? Laura: need more volunteers!! Clint: need strong invitation to TAB S/Cs to be involved; boosters vs. detractors - SSIT has tended to be detractors.... must be give voice to both sides - balanced - not negative on everything.

Other comments: determine what are top 10 or 20 most important topics that we should be focusing on, and then search S/Cs to team up with. Need to prepare an elevator speech on SSIT - who we are...why you should join. Need a publicity PPT presentation. TAB wants us to come up with ideas - don't worry about funding at this point.

11. Committee Reports (Agenda Item #10):

Nominations (Jerry Engel)
SSIT will have an election for three BoG members this Fall for the 3 year term starting in 2014.. BoG members completing their first term are eligible to run for a second term. There will also be an election for President and Vice-President. Jerry requests suggestions for candidates.

Membership (Greg Adamson)

Related Attachments:
Reporting Membership Committee activities Mar 13
Monthly SSIT membership Jan 09-Jan13

Membership has dropped slightly in January Year-to-Year but was running about +5% over much of the previous year. The electronic publication and/or the $120 for hard copy of T & S may have had impact - some may have declined to renew, thinking the $120 was mandatory.   Will encourage those who dropped membership to renew.

The joint issue of Computer magazine will serve to advertise SSIT. Worried about student membership - will save for discussion in the LRPC.
ACTION ITEM: Send out letters to non-renewers that the renewal can be without the $120 T&S hard copy charge

Distinguished Lectures (Joe Herkert)

Lectures Presented:
- Ken Foster spoke in November in Ecuador on a trip we partially funded.
- Kevin Passino spoke this month at U of Pittsburgh. Due to a short time frame, President Jacobs approved his travel expenses ($211 for personal car) for this lecture.
- James Giordino reported lecturing at meetings of the NSF and AAAS but these were not funded by the DL program.

New Requests:
Kevin Passino requests $720 in connection with an invitation to speak in El Salvador in August. This will cover his airfare with local expenses to be paid by the sponsoring organization, the IEEE El Salvador Section.

Motion: For $720 to cover airfare for Kevin Passino to give a Distinguished Lecture in El Salvador. The Section will pay local expenses.
The Motion passed

Virtual Community
Motion: in view of this committee no longer having members, and the swing to social

media. eliminate this committee.
The Motion passed

Chapters (Emily Anesta)
SSIT has a new Chapter in Romania - SSIT's 15th Chapter. Will review chapter activity in a few months.

Greg: SSIT India planning is going well. Satish Babu has agreed to pull the committee together. Is there an opportunity to set up a chapter in Israel. Elya thinks there is a possibility, either independent of jointly with Product Safety Engineering Society.

ACTION ITEM: Send SSIT Israel member list to Elya; also see if there are possibilities for PSES and SSIT have enough members to form joint chapters. Question about chapter activity. Jim: suggest forming new chapters with existing chapters of other Societies, GOLD, Life Members. Must have a champion. Elya volunteered to help.

Awards (Ken Foster)
Barus Award Presentation: Delayed from the February IEEE Board Series. Pursuing an option to do it in Washington DC in front of members of Congress.

Women in Engineering (Laura Jacob)
Need to get a replacement for Laura. Any suggestions welcome.

New Business
 - President Jacob wants to have short one-hour telecons between BoG meetings to take care of issues that are time sensitive. BoG agreed.
 - Keith: set aside up to $5K for redesign of the magazine - to be done in conjunction with the web site redesign (though at additional cost).

Motion: to approve up to $5K for redesign of the T&S magazine. (Not to include redesign of the logo)
The Motion passed.

New SSIT Logo:
Motion: to allocate up to $500 prize money for the winner of a student competition to develop a possible new logo for SSIT.
The Motion passed
President Jacob appointed a committee to implement this - Isaak, Andrews, Bookman.

Social Media:
We have visible and active groups on social Media, Links will be sent to BoG members. Also, send link to Chapters for their input/involvement.

Google Groups:
President Jacob will create several Google Groups for SSIT - three levels: only BoG voting members, people interested in SSIT, friends of SSIT. Members can self-manage changes. Unconfirmed minutes would go only to the voting members.

Tied Elections:
ACTION ITEM: Elya will send Lew the TAB process on resolving tied elections.

NEXT MEETING: Stamford CT, at the University of CT, July 20th, 10 AM-3 PM

The Meeting adjourned at 2:39 PM.

Attendees for the 03/16/13 SSIT BoG Meeting

ATTENDEES			POSITION
Jacob	Laura	1	SSIT President
Adamson	Greg	1	SSIT Vice President
Kjell	Bradley	1	SSIT BoG
Foster	Ken	1	SSIT Treasurer, Awards Chair, Fellows Chair
Terman	Lew	1	SSIT BoG, Secretary
Engel	Jerry	1	SSIT Past President
Herkert	Joe	1	SSIT BoG
Isaak	Jim	1	SSIT BoG
Anesta	Emily	1	SSIT BoG
Joffe	#Elya	1	SSIT BoG
Williams	Kimball	1	SSIT Div. 4 Representative
Andrews	Clint	1	SSIT Div. 6 Representative
Kun	Luis	1	SSIT Div. 8 Representative
Miller	Keith	1	SSIT Publications Chair
Michael	Katina		SSIT T&S Editor
Bookman	Terri		SSIT T&S Managing Editor
Terman	Bobbie		Guest
Voting members		14	