

**IEEE Society on Social Implications of Technology
Board of Governors Meeting
Monday, 18 May 2009
Mission Palms Hotel**

**Tempe, Arizona
8:00 AM - 12:00 Noon**

Janet Rochester's cell phone: 757 709 0944

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|----------------------------------|---|
| 1. Welcome & Introductions | Rochester |
| 2. Adoption of Agenda | Rochester |
| 3. Approval of Previous Minutes | Kjell |
| 4. President's Report | Rochester |
| 5. Past President's Report | Perusich |
| 6. Directors' Report | Montrose |
| 7. Treasurer's Report | Perusich |
| 8. Publications Report | Whelchel |
| 9. Conference Reports | Hoffnagle |
| 10. Committee Reports | |
| Nominations | Perusich |
| Fellows Committee Foster | |
| Membership | Ingerman |
| Student Membership | Gawkowska |
| Distinguished Lecturers | Herkert |
| Virtual Community | Andrews |
| Chapters / GOLD | Anesta |
| Awards | Engel |
| Ethics | Unger |
| PACE | Ruhoy |
| Society Development Committee | open |
| Educational Activities Committee | open |
| 11. Old Business | Follow up from Strategic
Planning meeting
Recording of electronic votes |
| 12. New Business | W. R. G. Baker Award |
| 13. Next Meeting & Adjournment | |

President's Report to SSIT Board of Governors
18 May 2009
Mission Palms Hotel
Tempe, AZ

I attended the February TAB meetings in San Juan, PR. Most of the meeting consisted of routine business. I went before the TAB Finance Committee with the presentation we developed based on the planning meeting and Board meeting in January. The Committee agreed that we should continue to investigate options to ensure our survival. The Committee recognizes the value of what we do and do not want to see us disappear. I will report on what we decide at this meeting at the upcoming TAB meeting in Los Angeles.

Mark Montrose volunteered to prepare a proposal for SSIT's future as a committee reporting to the IEEE Board, as Women in engineering currently does. Jim Isaak edited and made some additions to Mark's original, and circulated it to the Board.

My proposal for a presentation to the IEEE conference on the history of technical societies in Philadelphia in August has been accepted. It runs from 5-7 August.

I received an invitation to the first Brian O'Connell Lecture held on 6 May at Central Connecticut State University.

The following candidates have agreed to stand for election to fill the 3 positions that will become vacant on the SSIT Board of Governors in 2010. The committee asks that the BOG approves this slate.

Ron Arkin

Lew Terman

Steve Unger

Peter Ingerman

**Treasurer's Report
SSIT BOG Meeting
May 18, 2009
Karl Perusich, Ph.D.**

2009 Budget

The membership rolls were purged and SSIT's number declined to about 1450 for 2009. The 2009 budget used 1700 members for its base. Because we actually make so little for each member after all incremental costs are factored in (about \$1.50 per member), the negative impact on the 2009 budget financially will be modest, <\$5K. The political impact could be significant, though. Other than this change the 2009 budget is on target. I do not have any recent figures on how the "market fluctuation" (nice term!) has negatively impacted our reserves, but the last figure I gave showed our reserves down \$120K to \$204K (12-18-2008).

2010 Budget

A budget summary for 2010 is provided as a separate attachment. The key inputs for preparing this initial pass budget were:

Dues: \$28

Members: 1400

T&S Page count: 264

Even though we haven't officially approved the increase in page count for 2010, I went ahead and used the higher number to provide us with a "worst case" scenario. We will have another chance to change our budget parameters, so we can reduce the page count at that time if necessary. Note that this leaves us with a deficit of \$44K or about 25% of our income. This will only get worse in the future when the new funding formula for conference proceedings kicks in (assuming that TAB makes no further changes in funding formulas).

Membership

An additional attachment is a table showing our membership trends. Until recently (2007) we actually bucked the trend in TAB and saw an increase in members. The last two years have seen a precipitate decline, greater than TAB as a whole. My theory is that with the economy tanking people, especially those that view SSIT as their 2nd or 3rd society, are dropping membership to save money. We need to turn this decline around.

ISTAS'09 Budget 5/16/09

REVENUE	BUDGET	Est. Actual	Notes
6. Registration Fees	37,040.00	\$17,710.00	does not include on-site registration
7. Grants, Donations	0.00	\$0.00	
8. Conf. Publicat. Sales	0.00	\$50.00	
9. Exhibits	0.00	\$0.00	
10. Social Event	0.00	\$0.00	
11. VAT Reclaims	0.00	\$0.00	
12. All Other Receipts	0.00	\$0.00	
13. Total Conf. Revenue	37,040.00	\$0.00	
14. Conference Loans	0.00	\$0.00	
15. Total Receipts	37,040.00	\$17,760.00	
EXPENSE			
16. Management Services	0.00	\$0.00	
17. Registration Expense	2,000.00	\$2,000.00	ieee conf. services
18. Promotion	1,750.00	\$0.00	assumes issst to pay for program
19. Conf. Publicat.	2,000.00	\$100.00	proceedings-per issst bid
20. Exhibits/Vendors	0.00	\$0.00	
21. Local arrangements	5,900.00	\$3,500.00	a/v-per issst new bid
22. Social Functions	17,570.00	\$8,600.00	dropped one lunch
23. Program Expense	0.00	\$0.00	
24. Administration	850.00	\$480.00	credit card fees
25. Society Admin Fee	0.00	\$0.00	
26. Audit Fee	260.00	\$106.56	.6% of revenues
27. Committee	650.00	\$50.00	
28. VAT Owed	0.00	\$0.00	
29. All Other Outlays	0.00	\$5,750.00	istas share of hotel penalty
30. Total Conf Exp.	30,980.00	\$20,586.56	
31. Loan Repayments	0.00	\$0.00	
32. Total Outlays	30,980.00	\$20,586.56	
SURPLUS/(LOSS)			
33. Surplus(Loss)	6,060.00	-\$2,826.56	does not include book broker revenue
SURPLUS PERCENTAGES			
	BUDGET		
	Surpl as % of Exp		
	20%		
	Surpl as % of Rev		
	16%		

2010 IEEE S/C BUDGET
 FOR THE PERIOD ENDING DECEMBER 31, 2010

BUS UNIT - {SET "WORKSHEET-TAB-COLOR";14}~ SUMMARY BY COST CENTER	PRIOR YEAR ACTUALS							
	2003 ACTUALS	2004 ACTUALS	2005 ACTUALS	2006 ACTUALS	2007 ACTUALS	2008 ACTUALS	2009 BUDGET	2010 BUDGET
00100 INTEREST INCOME	0	0	0	0	0	0	0	0
00790 TECHNOLOGY & SOCIETY MAGAZINE	169.1	186.4	185	204.3	193.8	155.8	150.9	149.5
01499 PERIODICAL RELATED - OTHER	0.5	0	0.2	0.1	0.4	0	0.4	0
01600 NON PERIODICAL	0.2	0	0.2	0	0	0	0	0
01700 MEETINGS/CONFERENCES	38.9	0	19.5	70	73.5	60.5	63.5	51.1
01701 CONFERENCE - RELATED	0	0	1	0	1	2.1	1	2.1
01800 ADMINISTRATION	0	0	0	0	0	0	0	0
01900 COMMITTEE & OTHER	0	0.2	0.1	0	0	0	0	0
TOTAL INCOME	208.7	186.6	206	274.3	268.7	218.4	215.8	202.8
00100 RMBSVC INTEREST INCOME	0	-25.4	-16.4	-29.7	-54.9	142.6	0	0
00790 TECHNOLOGY & SOCIETY MAGAZINE	116.1	131.4	125	122	131.6	143.3	123.1	130.6
01499 PERIODICAL RELATED - OTHER	4.7	1.3	3.6	0.9	2	2.3	2.4	1.3
01600 NON PERIODICAL	0.7	0.4	0.9	1.4	0.8	0.9	0.9	1.3
01700 MEETINGS/CONFERENCES	-0.6	-51.9	-31.2	5	16.7	5.8	10.9	9.1
01701 CONFERENCE - RELATED	0.2	0.2	0.1	0.2	0.2	0.1	0.2	0.1
01800 ADMINISTRATION	9.7	72.9	85.3	98.8	149.9	85.8	89.9	84.8
01900 COMMITTEE & OTHER	16.3	21.2	27.2	25	11.5	19.8	12.3	19.8
TOTAL EXPENSE/RMBSVC	147.1	150.1	194.5	223.5	257.7	400.5	239.8	247.1
TOTAL NET	61.3	36.5	11.5	50.8	10.9	-182.2	-24	-44.3

IEEE INSTITUTE-LEVEL AWARD PROPOSAL

Name of Award:

The name of the award is the IEEE W.R.G. Baker Award.

Description of Award:

The IEEE W. R. G. Baker Award will recognize the authors of an outstanding paper reporting original work published in any IEEE transactions, journal, or letters periodical publication during a three to five year window prior to nomination, on the fundamentals of electrical engineering, electronics, computing, and related arts and sciences as represented by IEEE. No more than one award may be given in any year.

Justification:

There already is an award in existence within IEEE bearing the name of W. R. G. Baker. This award is an artifact of the Institute of Radio Engineers which later combined with the American Institute of Electrical Engineers (A.I.E.E.) to form the IEEE. The historical link to the beginnings of some of the IEEE's Societies, including some of the proposing sponsors, is considered desirable. Because the endowment for the original award has been exhausted, and the award is in need of revamping, several IEEE Societies are proposing to breathe new life into the award while preserving the value of the name of the award to those who have already received it.

Members of all IEEE Societies would qualify for this award. The following IEEE Societies have agreed to provide financial support for this award: IEEE Signal Processing Society, IEEE Information Theory Society, IEEE Circuits and Systems Society, IEEE Control Systems Society, and IEEE Communications Society. The following IEEE Societies have agreed to support the award, without financial involvement, by publicizing the award, stimulating nominations and recommending members to serve on the selection committee: IEEE Computer Society, IEEE Computational Intelligence Society, and IEEE Vehicular Technology Society. It is anticipated that additional IEEE Societies will also be willing to support the award, with or without financial involvement.

Administration:

The IEEE Prize Papers/Scholarship Awards Selection Committee, the IEEE Recognitions Council, and the IEEE Awards Board will administer the award, and will recommend a proposed recipient. The IEEE Board of Directors will grant final approval of the recipient of the award.

Eligibility and Selection:

The IEEE W.R.G. Baker Award may be awarded to a single author, or multiple co-authors, with no restriction on the number of co-authors. The author(s) of the paper need not be members of IEEE or of any IEEE Society, nor are they restricted in any manner, including age or gender. The award may be received only once by a single author or the same group of authors for work in the same area.

Nominated papers must have been published by an IEEE transactions, journal, or letters periodical publication within a window of three to five years prior to nomination of the paper. For example, a paper nominated for the 2011 award will have been published during 2006, 2007, or 2008. This window is deemed appropriate in order to judge the impact of the work disclosed in the paper. Review papers are not eligible for nomination.

Nominations may arise as follows:

- (a) from the Editor-in-Chief on behalf of the Editorial Board of any IEEE transactions, journal, or letters publication;
- (b) from the Awards Board of any IEEE Society or Technical Council;

- (c) from the Board of Governors or Administrative Committee of any IEEE Society or Technical Council;
- (d) from any IEEE Member, with the exception of authors/co-authors who cannot self-nominate;
- (e) Exempt from nomination are members of the IEEE Board of Directors, the IEEE Awards Board, members of the IEEE Prize Papers/Scholarship Selection Committee, the IEEE Recognitions Council, and the IEEE staff.

Criteria for nominated papers is as follows:

- (a) paper must have been published in a transactions, journal, or letters periodical published or co-published by IEEE;
- (b) work disclosed in the paper must be original (thus, review papers are eliminated from consideration) and cannot merely address minor improvements on existing, established science;
- (c) work disclosed in the paper must address fundamentals of electrical engineering, electronics, and computing arts and sciences;
- (d) the paper must be well written, succinct and unambiguous, accurate in all points, and supported by complete referencing, including referencing to prior work by the author(s);
- (e) the value of the paper must be made apparent with the nomination, for example, by showing its impact on the fundamentals of electrical engineering, electronics, computing arts and sciences, or by the nature or depth of the results, impact in technology developments, recognition by peers, citation in various, appropriate, popular citation indexes, or other means;
- (f) If requested, the nominator(s) must be able to provide complete citations or other background documentation to enable judgment of the value of the nominated paper.

IEEE Prize Papers/Scholarship Selection Committee, and Basis for Judging:

The IEEE Prize Papers/Scholarship Selection Committee shall review nominations for the IEEE W.R.G. Baker Award. Judgment will be based on the submitted nomination, the endorsement letters, and personal knowledge of the Selection Committee's expert members. Voting will be under the leadership of the Selection Committee Chair, and the outcome will be based on the majority consensus.

All financially sponsoring IEEE Societies, as well as the IEEE Societies that have agreed to support the award without financial involvement, have committed to nominate an appropriate member to serve on the IEEE Prize Papers/Scholarship Award Selection Committee. In its sole judgment, the Selection Committee may call on experts in the fields of nominated papers as needed to supplement its expertise.

Prize Items:

The recipient of the Award shall receive:

- (a) \$5,000 honorarium
- (b) A certificate

In the event that multiple recipients are selected, the honorarium will be equally divided among the recipients. Each recipient will receive a certificate.

Funds:

The IEEE Societies that have agreed to provide financial support for the award, IEEE Signal Processing Society, IEEE Information Theory Society, IEEE Circuits and Systems Society, IEEE Control Systems Society, and IEEE Communications Society, shall each provide, on an annual basis, an equal share of the funds necessary to present the award, up to US\$10,000 in total each year, with up to US\$2,000 provided annually by each of the five financially sponsoring IEEE Societies, for a period of five years (2011 through 2015).

Nominations:

Nominations will be solicited in the usual manner employed by the IEEE Awards Board including, but not limited to, a call for nominations in the IEEE's global newspaper, *The Institute*. Any person may nominate or support a candidate for the IEEE W.R.G. Baker Award, with the following exceptions: members of the IEEE Board of Directors, members of the IEEE Awards Board, members of the IEEE Recognitions Council, members of the IEEE Prize Papers/Scholarship Selection Committee, and IEEE Staff. Self nominations are not permitted.

Schedule:

Nominations submitted to IEEE for the IEEE W. R. G. Baker Award will follow the same schedule as the other IEEE Prize Paper. The proposed recipient(s) is/are recommended to the IEEE Board of Directors for final approval, with the presentation made in the following calendar year at an IEEE sponsored or co-sponsored conference or meeting, approved by the IEEE Awards Board, and agreed upon by the recipient. Please refer to <http://www.ieee.org/awards> for the current nomination schedule.

The IEEE W.R.G. Baker Award recipient(s) may request a change in venue, subject to approval by the IEEE Awards Board, if requested to be presented at a non-IEEE conference or meeting.

ADDITIONAL INFORMATION**IEEE Publicity Plan:**

The publicity plan for the IEEE Awards Program consists of three phases: Call for nominations, Announcement of Award Recipient(s), and Presentation of Awards. With the permission of the sponsor, the IEEE Awards Program publicizes the sponsor in any promotional materials regarding IEEE Institute-level Awards.

Phase 1: Call for Nominations: The annual call for nominations is published in the IEEE's global newspaper, *The Institute*, which is distributed to the more than 375,000 members of the IEEE. In addition, the call for nominations is placed on the IEEE web site at www.ieee.org/awards.

Phase 2: Announcement of Award Recipient: Articles describing the award recipient will be published in IEEE publications such as *The Institute*. Information also will be provided on the IEEE web site as well as in IEEE newsletters. The announcement of the Award recipient in IEEE Technical Society magazines and electronic newsletters will be at the discretion of the IEEE Societies. Additionally, the recipient is requested to provide a list of the external publications to which they would like the IEEE to provide news releases, but publication of such will be at the discretion of the publication's editor.

Phase 3: Presentation of Awards: The presentation venue for the IEEE Prize Papers is approved by the recipient, and the presentation usually occurs at an IEEE conference relevant to the technical field being honored by the award. An IEEE award brochure is prepared and distributed to the awards presentation ceremony attendees. In addition, the annual IEEE Awards Booklet is normally distributed digitally to IEEE membership in July. Both the IEEE award brochures and the IEEE Awards booklet list the names of the recipient and the award sponsors. Various news releases are sent to the local media to promote the recipients, sponsors and venue presentations. As noted in the "Schedule" section, the IEEE W.R.G. Baker Award recipient may request a change in venue, subject to approval by the IEEE Awards Board if requested to be presented at a non-IEEE conference or meeting.

2009 IEEE SSIT Member Survey Report

May 12, 2009

Karl Perusich and Susan O'Donnell, SSIT BOG

SSIT recently conducted an online survey of its members, with 367 SSIT members participating. They provided information on themselves and their interests, activities and ideas. This summary reports the main findings and percentages. The spreadsheet attachment contains the number of responses and the written responses to the open-ended questions.

Survey background

At the January 2009 BOG meeting, it was agreed to survey SSIT members, with K. Perusich coordinating and S. O'Donnell conducting the online survey. In March a draft online survey was prepared and distributed to a pilot group of SSIT BOG members. After feedback and revisions, the online survey was launched.

Survey instrument and administration

The link to the online survey was distributed in an email to SSIT members on April 21, with a final reminder on April 29. The survey was closed on May 12. The online survey contained 10 questions, a mix of multiple choice and open questions; it was designed to take five minutes or less to complete. The questions with a list of choices had the choices presented in random order to increase the response accuracy.

Response rate

Of the approximately 1,450 SSIT members who received the email invitation, 367 participated - a 25% response rate. Almost all participants (96.7%) completed the survey. There was very high response to the open-ended questions.

Demographic profile of survey participants

Most participants (91%) were male. The predominant age range was 45 to 55 years old (22.7%). The age range (percentage) of all participants was: age 18-24 (1.7%); age 25-34 (10.6%); age 35-44 (16.2%); age 45-54 (22.7%); age 55-64 (21.8%); age 65-74 (16.8%); and age 75 or older (10.1%).

More SSIT members living in Regions 1 and 8 participated compared to those living in other locations (perhaps because there are more SSIT members in these regions?). The location (percentage) of participants was: Region 1 Northeastern USA (15.8%); Region 2 Eastern USA (9.6%); Region 3 Southeastern USA (7.6%); Region 4 Central USA (7.6%); Region 5 Southwestern USA (6.5%); Region 6 Western USA (12.4%); Region 7 Canada (6.2%); Region 8 Europe, Middle East and Africa (20.8%); Region 9 Latin America (2.5%); Region 10 Asia and Pacific (11.0%).

Here are some statistical trends for this question – more analysis could be conducted to verify if these are statistically significant. **Female participants** were more predominant than males in the 25-44 age range and in Region 2. **Males** predominated in the 55+ age range. We also looked for potential differences in responses between participants in Regions 1 and 8; where they exist they are included in the report.

Length of SSIT membership

Most participants had been SSIT members for two years or more. The length of SSIT membership (percentage) of participants was: less than one year (13.3%); 1 to 2 years (13.3%); 2 to 5 years (28.8%); 5 to 10 years (15.8%); more than 10 years (28.8%).

Trends (more analysis could be conducted to verify statistical significance): **Female participants** were more likely than male participants to be SSIT members for less than a year, and **males** for more than 10 years. **Participants from Region 8** were more likely than participants from Region 1 to be members of SSIT for less than one year and from 5 to 10 years. **Participants from Region 1** were more likely than those from Region 8 to be SSIT members for 2 to 5 years and more than 10 years.

Membership in other IEEE societies

Most participants (77.5%) were members of other IEEE societies, with 19.7% reporting no other memberships and 2.8% not sure. As requested, 263 participants wrote the name(s) of these other societies. The predominant one is the IEEE Computer Society - see attached spreadsheet for the responses to survey question 6.

Trends (more analysis could be conducted to verify statistical significance): **Male participants** were more likely than females to be members of other IEEE societies.

Question: Why are you a member of SSIT?

This was an open-ended question to which 332 participants responded. The responses were quite varied - see the attached spreadsheet for the responses to survey question 3.

Question: How important to you are the following SSIT features or services? (6 features listed)

More than half the participants rated four of the six features as "important" or "somewhat important" and two features as less important. Participants clearly favoured one feature over others: 44.2% rated IEEE T&S Magazine as "extremely important." Conversely, 23.5% of participants rated the SSIT annual conference - ISTAS - as "not at all important" and only 8.3% rated ISTAS as "extremely important." 41 participants indicated other features or services they believe are important for SSIT to offer – see the spreadsheet for responses to survey question 7.

Trends (more analysis could be conducted to verify statistical significance): **Female participants** were more likely to rate ISTAS as "extremely important," and **males** were more likely to rate T&S Magazine as "extremely important." **Region 8 participants** were more likely than Region 1 participants to rate the papers on technology & society issues in IEEE Xplore as "extremely important." **Participants who were SSIT members for less than a year** were more likely than those who were members for longer to rate as "extremely important" the SSIT website, ISTAS, and distinguished speakers on technology and society issues.

Question: What is your level of interest in the following issues? (13 issues listed)

More than half the participants were “interested” or “somewhat interested” in 12 of the 13 issues listed (the issue with the somewhat lower ranking was urban planning). More than 30% of participants were “extremely interested” in five issues: new technologies (49.2%); sustainable energy (42.8%); engineering ethics (37.7%); environmental issues (34.3%); and green technologies (32.5%). 100 participants indicated other issues they are interested in – see the spreadsheet for responses to question 1.

Trends (more analysis could be conducted to verify statistical significance): **Female participants** were more likely to be “extremely interested” in new technologies and technology for international development; **males** were more likely to be “extremely interested” in climate change.

Participants in Region 8 were more likely than those in Region 1 to be “extremely interested” in climate change, urban planning, environmental issues, new technologies and technology for international development. **Participants who were SSIT members for 10 years or more** were more likely than those who were members for less than 10 years to be “extremely interested” in climate change. **Participants who were SSIT members for 5 years or less** were more likely than those who were members for more than 5 years to be “extremely interested” in new technologies.

Question: How often are you involved in the following activities? (11 activities listed)

More than 30% of participants were “often” engaged in only two activities: informal discussions with colleagues / friends to raise awareness on social implications of technology (41.3%) and conducting research (32.5%). Two activities - engineering duties and new technology design and development - were fairly evenly distributed, with similar percentages of participants engaging in them often, occasionally, rarely and never. More than 40% of participants “never” engaged in the following activities: supervising (55.5%) or teaching (53.8%) graduate students; teaching undergraduate students (48.0%); and drafting standards, regulations or policies (43.4%). 57 participants indicated other relevant activities they are involved in – see the spreadsheet for responses to question 2.

Trends (more analysis could be conducted to verify statistical significance): **Female participants** were more likely than males to be “often” involved in informal discussions with colleagues/friends to raise awareness. **Region 8 participants** were more likely than Region 1 participants to be “often” involved in conducting research. **Region 1 participants** were more likely than Region 8 participants to be “often” involved in teaching undergraduate students and informal discussions with colleagues / friends to raise awareness.

Question: Do you have any ideas on what IEEE SSIT can do to raise the profile and importance of the social implications of technology among the engineering community and the general public?

This was an open-ended question to which 233 participants responded. The responses were quite varied - see the attached spreadsheet for the responses to survey question 10.

(End)