



TECHNICAL ACTIVITIES BOARD
COMMITTEE ON SOCIAL IMPLICATIONS OF TECHNOLOGY

Sheraton Center Hotel
La Loire Suite
Rooms #2 and #3

April 24, 1979

Revised
MINUTES OF THE MEETING*

A. Morning Session

1. Call to Order and Attendance

Acting Chairman Unger called the meeting to order at 10:15 AM. Those present for all or part of the morning session were:

COMMITTEE MEMBERS

Stephen H. Unger, Acting Chmn.
Jack Andresen
Norman Balabanian
J. Malvern Benjamin
R. J. Bogumil
David C. Cook
Virginia Edgerton

Joseph S. Kaufman
Richard F. Koch
Frank Kotasek
J. F. Lindsay
Victor Paschkis
Gerald Rabow

VISITORS

James F. Fairman, Jr.

IEEE STAFF ATTENDEES

Joseph E. Baker, Jr.
Joseph E. Casey
Irving Engelson
Vincent J. Giardina
Richard J. Jerril

(Staff Administrator)
(Special Projects, Educational Services)
(Manager, TAB Committees & Special Projects)
(Manager, Continuing Education)
(Manager, Conference Activities)

*Subject to Approval

2. Approval of March 3, 1979, Meeting Minutes

The Minutes of the March 3, 1979, CSIT meeting were approved with the following corrections:

- a. Page 1; Heading: change from March 6, 1979, to March 3, 1979.
- b. Page 4; Item 10; Last paragraph: "Joseph Dillon, President of the IEEE Foundation,..." should read, "Joseph Dillard."

3. CSIT Chairmanship

The CSIT Chairmanship is not yet resolved. It was hoped that the question would be settled at the April 25, 1979, TAB OpCom meeting. Subsequent to the CSIT meeting it was learned that Dr. George P. Rodrigue, Chairman of the TAB Technology Committees Administration, is currently working on the CSIT Charter which will determine the procedures for the nomination and succession of the CSIT chairman. Thus, the question of the CSIT Chairmanship awaits Dr. Rodrigue's revised Charter, which will be presented to TAB OpCom at its July 10-11, 1979, meeting.

4. CSIT Charter

EXHIBIT A

Since the CSIT Charter was never approved by TAB, the matter will be brought up at future TAB meetings: specifically, at the April 25, 1979, and July 10-11, 1979, TAB OpCom meetings. The Charter was originally prepared in November, 1972. Acting Chairman Unger suggested, and the Committee members agreed, that the following revisions should be made:

- a. Page 2; Section 5: The Charter calls for a Coordinating Committee comprised of representatives of other entities, officers, Working Group chairmen, et. A member-at-large category should be added.
- b. Section 5. 10: This Section which normally limits membership on the Coordinating Committee to a 2-year term should be deleted. (This was moved and agreed to unanimously by the Committee members).
- c. Section 5.4 should be revised to read: "The Chairman shall be nominated annually by the Coordinating Committee, subject to approval by the TAB Chairman. Normally, the Coordinating Committee chairman shall not serve in that capacity for more than two consecutive years." (The above revision was moved and agreed to with one dissenting vote).
- d. All other Coordinating Committee officers should be elected by the Committee. The present Charter calls for some appointments to be made by the Coordinating Committee chairman.

5. CSIT Budget

A formal budget is required of CSIT; J. Malvern Benjamin submitted a budget at the February 15-16, 1979, TAB meeting in Atlanta. The budget was for \$10.5K, including approximately \$1.5K for the conference being organized by Victor Paschkis. Irving Engelson remarked that an income projection as well as a budget is required; he suggested that the budget also include the cost of meeting place.

6. Change in CSIT Status

Acting Chairman Unger reported that he had discussed with Dr. George P. Rodrigue, the possibility of making CSIT an IEEE Society, Group, or Council.

In the ensuing discussion, it was pointed out that a Council is not independent; therefore, the status of Council is probably not desirable for CSIT. It was stated that the present status might be advantageous for emphasizing the uniqueness of CSIT and its broader area of interest as opposed to the more restricted interests of Societies or Groups. On the other hand, the observation was made that CSIT would be more secure as a Society or Group and receive a share of monies from IEEE dues. It was suggested that Dr. Eli Fromm, President of the IEEE Engineering in Medicine and Biology Society, might be able to offer some useful information, as a result of his Society's status change.

7. "Technology and Society" ("T & S")

Acting Chairman Unger discussed subscription to "Technology and Society" ("T & S"). At last count, the paid circulation of "T & S" was 2188. There were only 276 who paid for "T & S" in 1978, but not in 1979, and who paid their 1979 IEEE dues. There were 240 who paid for their subscription to "T & S" in 1979 but paid neither IEEE dues nor "T & S" subscription fees in 1979 (many of those might still pay both IEEE dues and "T & S" fees for 1979).

Norman Balabanian has prepared a proposal to upgrade "T & S" to magazine status. The proposal will be put forward at the May meeting of the IEEE Publications Board. Requirements for magazine status call for quarterly issues of at least 16 pages with at least one technical (refereed) article per issue. Balabanian announced that he could meet those requirements. Among the advantages of a magazine are that it would be included in the package of publications IEEE sells to libraries, and that it could also be sold to non-IEEE members.

Acting Chairman Unger announced that the fee for "T & S" will be raised to \$3 next year. The increase is to assure covering all costs. There were no objections to the increase.

ACTION
Balabanian;
Chairmen of
CSIT's work-
ing Groups;
Jerril

The last 1978 issue of "T & S" was mailed on April 20, 1979. The first 1979 issue of "T & S" has been at IEEE Headquarters for 10 days.

Balabanian would like clippings of newsworthy articles, reports on conferences, papers, and books. Chairmen of CSIT's Working Groups are especially requested to look for items pertinent to their areas and send them to Balabanian. Richard Jerril agreed to supply information on forthcoming conferences of interest.

8. CSIT Award

Acting Chairman Unger reported that despite the promises made to him by Bob Christiansen and Bill Weber that CSIT Award presentation would be on the ELECTRO '79 program, the Award did not get on the program, with the exception of one three-line listing in the daily schedule of events. This omission took place in spite of the fact that IEEE President Suran was among the speakers at the Award presentation.

In the ensuing discussion of what CSIT should do, letters to the INSTITUTE and SPECTRUM were suggested. It was also proposed that in the future, understandings should be put in writing.

Unger also reported that he had written to Edward Koch, Mayor of New York City, inviting him to come to the presentation and also requesting that he have investigated the still-unresolved issues arising out of the Edgerton case. The Mayor's office declined the invitation and did not respond to the request for an investigation.

9. IEEE Member Conduct Committee (MCC)

James F. Fairman, Jr., Chairman of the IEEE MCC, described the activities of his Committee. He reported that there had been 15 submissions to the MCC, of which 10 were complaints (7 against IEEE officers) and 5 were requests for support (including the 2 first considered by CSIT). In the case on patents, first investigated by CSIT, the complainant had asked the MCC not to take action because there is now a lawsuit.

The MCC has 5 members (James F. Fairman, Jr., Robert F. Cotelessa, William W. Middleton, Raymond W. Sears, and Robert H. Tanner) and 34 panel members whose function is be available for possible censure hearings in various parts of the country.

In response to a question raised, Fairman agreed there should be archival publication of case reports.

10. Adjournment

The morning session was adjourned at 11:50 AM.

B. Afternoon Session

11. Reconvening and Attendance

The afternoon session was reconvened about 4:30 PM. Those present were:

Stephen H. Unger, Acting Chmn.	Frank Kotasek
Norman Balabanian	Gerald Rabow
J. Malvern Benjamin	Richard J. Jerril
Joseph S. Kaufman	George P. Rodrigue

12. Next Meeting

The next CSIT meeting will take place at 10:00 AM, on Saturday, June 9, 1979, at Columbia University.

13. Liaison with the American Association for the Advancement of Science (AAAS)

It was announced that there is a post open for liaison with the AAAS, a post whose function is to aid engineers in difficulty in other countries. Joseph S. Kaufman volunteered. Acting Chairman Unger will write to IEEE President Suran to have Kaufman appointed.

14. IEEE Policy 14

Concerns were expressed that Policy 14 would allow Position Statements representing specialized interests within IEEE to appear to the public-at-large as being those of IEEE as a whole. Further consideration of this topic was deferred until CSIT's next meeting, due to the reduced attendance at the afternoon session.

15. WG-SEPT

Gerald Rabow outlined the steps to be taken to make the CSIT Position Paper on the Applications of Systems Engineering to Society Problems into an Entity Position Statement and an IEEE Position Paper. It was noted that the Paper was unanimously approved by CSIT at its March 12, 1977, meeting.

In order to qualify as an Entity Position Statement, a new first sentence is required. Rabow proposed inserting the following first paragraph ahead of the old text:

"The following position statement on the Application of Systems Engineering to Societal Problems has been approved by the IEEE Committee on the Social Implications of Technology, in order to make the public aware of a possible approach to solving societal problems."

ACTION
Unger

In addition, the Statement should be signed and dated by the CSIT Chairman and a copy sent to the IEEE General Manager. Policy 14 recommends that the Statement be published in the entity's publication. Since the original CSIT Position Paper was published in "Technology and Society" in June 1977, a possible course of action is to publish just the first paragraph and the digest (see below).

In order to qualify as an IEEE Position Paper, the following next step is required: the Position Paper and one-page Position digest should be sent to the chairman of the applicable major Board (TAB), who will send them to all members of that Board (and possibly others). The position digest proposed by Rabow is attached as Exhibit B.

EXHIBIT B

Again because of the reduced attendance, it was decided to postpone action on the above steps to the next meeting.

16. Solar Energy

Norman Balabanian reported that the IEEE Energy Committee's Position Paper on Solar Energy will be published in "Technology and Society."

17. CSIT Meetings in Other Cities

George P. Rodrigue brought up the topic of holding CSIT meetings in other cities around the country. The general reaction seemed to be that it would make little sense to move the meeting location, since the prospective meeting attendees are predominantly located in the New York Metropolitan Area, but that perhaps CSIT organizational meetings might be held in other cities at IEEE meetings at which some CSIT members are present. Advanced preparation would be required.

18. Adjournment

The meeting was adjourned at 5:20 PM.

Gerald Rabow, Secretary
May 15, 1979

IEEE COMMITTEE ON SOCIAL IMPLICATIONS OF TECHNOLOGYPROCEDURES

1. PREAMBLE

This committee shall be known as the IEEE Committee on Social Implications of Technology (CSIT). It is an AdHoc TAB Committee. This committee will function as an open forum for the interchange of ideas related to the technology/society interface. Neither the committee nor any committee member will purport to be an "IEEE Spokesman" on any issue unless expressly authorized by the IEEE Board of Directors or the IEEE Executive Committee.

2. PURPOSES

- 2.1 To develop means to encourage and support professionalism and social responsibility in the practice of engineering.
- 2.2 To promote sensitivity to and understanding of the impact of technology on society.
- 2.3 To promote an interaction among IEEE members and others, on the impact of technology on society.
- 2.4 To promote the conception of means, and to implement programs for predicting and evaluating the impact of technology on society.
- 2.5 To take appropriate action to implement programs, in consonance with the IEEE Constitution, Bylaws and Policies.

3. SCOPE

- 3.1 The scope of this committee shall embrace the purposes previously outlined and shall include such areas as:
 - 3.1.1. Effects of present and probable new technology on society.
 - 3.1.2 New technology needed to solve society problems.
 - 3.1.3. Attitudes of society towards engineering.
 - 3.1.4 Impact of society on technology
 - 3.1.5. Professional and social responsibility in the practice of engineering.
 - 3.1.6. Content and levels of existing educational programs.
 - 3.1.7 Activities of others directed at technology/society interaction.

3.2 The scope of this committee shall include such activity areas as:

3.2.1. Programs to explain technology to society.

3.2.2. Communication among engineers, and between engineers and society on needs and concerns of society and on capability and responsibility of technology.

3.2.3. Involvement of IEEE members in the purposes, scope and functions of the committee.

4. MEMBERSHIP

4.1 The membership of CSIT shall consist of members of IEEE, of any grade, professing an interest to participate in the purposes, scope, and functions of this committee.

4.2. A member shall be entitled to participate in any subcommittee of CSIT (except the coordinating committee). Any member shall be eligible to serve on the coordinating committee, subject to the procedures described in Section 5 and 6.

5. COORDINATING COMMITTEE

5.1 The CSIT coordinating Committee shall consist of the chairmen of the CSIT subcommittees and, upon approval of both the coordinating committee and its chairman, other IEEE members in either of the following categories:

5.1.1. Liaison members from other IEEE entities. Such members shall actively participate in a specific CSIT activity, or in an activity consonant with a specific phase of CSIT endeavour.

5.1.2. Representatives from other ad hoc groups of IEEE members whose activities are consonant with a specific phase of CSIT endeavour. Such representation shall be based on the location, size, and number of such groups.

5.2. In the absence, incapacitation, or resignation of a subcommittee chairman, the subcommittee vice-chairman shall sit on the coordinating committee. A subcommittee vice-chairman shall be designated by the subcommittee chairman, or be appointed under operating rules adopted by the subcommittee, subject to approval of the coordinating committee chairman.

5.3. No member of the coordinating committee shall have more than one vote.

- 5.4. The TAB chairman shall designate a coordinating committee chairman and vice-chairman, with such powers as may be delegated to them by the coordinating committee, and the TAB chairman.
- 5.5. The chairman shall preside at coordinating committee meetings. The vice-chairman shall assume the duties of the chairman when the chairman is absent or incapacitated.
- 5.6. The chairman shall appoint a Secretary-Treasurer.
- 5.7. The chairman, through the Secretary-Treasurer and in cooperation with the IEEE staff, shall prepare and distribute meeting announcements, subcommittee reports, and meeting minutes.
- 5.8. Reports or budgets submitted to IEEE shall be subject to coordinating committee review.
- 5.9. Decisions of the coordinating committee shall be by majority vote, and only if a quorum has been established. A quorum shall consist of a majority of the voting membership.
- 5.10. The terms of membership on the coordinating committee shall be one year. Each subcommittee liaison group, or unit having representation on the coordinating committee shall select a new representative at least one month before the expiration of the incumbent member's term. The coordinating committee chairman shall be notified of the selection of a new representative at least three weeks prior to said representative taking office. No member of the coordinating committee shall normally hold committee membership for more than two consecutive terms.
- 5.11. CSIT shall encourage student representation on the coordinating committee subject to the provisions of Section 5.1.
- 5.12. Members of the coordinating committee shall be members of IEEE of any grade. At least one member of the coordinating committee shall be of student grade.
- 5.13. Coordinating committee meetings may be arranged at the discretion of the chairman, or upon the request of one-third of the committee members. A mail ballot shall be distributed at the discretion of the chairman or, upon request of one-third of the committee members.
- 5.14. Coordinating committee shall be governed by Robert's Rule of Order (latest revision).

6. SUBCOMMITTEES

- 6.1. Subcommittees may be established or dissolved and their chairmen chosen by majority vote of the coordinating committee. A subcommittee can be dissolved by majority vote of the entire coordinating committee.

- 6.2. A model set of subcommittee operating rules shall be developed by the procedures subcommittee subject to approval by the coordinating committee. These rules may be adopted by any subcommittee. Any subcommittee may develop its own organizational structure and rules consistent with these votes, subject to approval by a majority of the coordinating committee.
- 6.3. Each subcommittee shall submit its operating rules to the coordinating committee for approval within four months of its establishment.
- 6.4. Each subcommittee shall inform its members of the nature of its activity report prior to submission. Majority and minority reports may be submitted and shall be so labeled. Minority reports shall address themselves to matters germane to the subcommittee's majority scope. All other matters shall be processed by the coordinating committee as correspondence.
- 6.5. Subcommittees may be of a topical or activity orientation, or may be local, regional or group oriented, pursuant to the scope of CSIT.
- 6.6. Every subcommittee meeting shall be open to any member of CSIT.

7. PUBLICATIONS

- 7.1. Articles related to Social Implications of Technology shall be solicited openly.
- 7.2. Manuscripts (except notices and the newsletter) evolving from specific activities and studies undertaken or sponsored by this committee, or bearing the name of this committee or any of its subcommittees, shall be subject to approval by the coordinating committee prior to submission to an appropriate journal. Such manuscripts shall be distributed to each member of the coordinating committee at least two weeks prior to a committee meeting or at least thirty days prior to a mail ballot of the coordinating committee.
- 7.3. A newsletter shall be published at intervals designated by the coordinating committee or a duly designated subcommittee. All subcommittee chairmen shall be responsible for submitting timely information to the newsletter editor.
- 7.4. Those members of IEEE indicating interest in membership in CSIT shall be entitled to receive a newsletter containing information regarding the purposes and functions of CSIT, events related to these matters, notices of available CSIT publications, and meeting notices.

8. FINANCES

- 8.1 A CSIT account shall be established at IEEE Headquarters with disbursements being made as authorized by the chairman of the coordinating committee, or as voted by the coordinating committee, to pay for the newsletter or similar expenses. An account shall be established at IEEE Headquarters and disbursements shall be authorized by the chairman or secretary treasurer.
- 8.2. The TAB Secretary shall, at intervals designated by the coordinating committee, issue a statement of disbursement.

9. AMENDMENTS

- 9.1 Amendments to these procedures shall be made by a two-thirds affirmative vote of the entire coordinating committee. Thirty days shall be allowed after the distribution of the proposed amendment to the coordinating committee members for the responses to be made. Responses may be made at a meeting of the coordinating committee or by mail. Any committee member can propose an amendment to these procedures.
- 9.2 These procedures and subsequent amendments shall take effect thirty days after being sent to the IEEE Technical Activities Secretary. If disapproved by the TAB Chairman within that period, a meeting to resolve differences shall be requested.
- 9.3 These procedures shall be reviewed by the entire coordinating committee at least the last meeting before December 31, 1973.

DIGEST OF IEEE POSITION PAPER PROPOSED BY CSIT
ON THE APPLICATION OF SYSTEMS ENGINEERING TO SOCIETAL PROBLEMS

The purpose of the Position Statement by the Committee on Social Implications of Technology on the Application of Systems Engineering to Societal Problems, which is proposed as an IEEE Position Paper, is to make the public aware of a possible approach to solving societal problems.

Systems engineering is defined so as to emphasize the commonality of systems engineering in physical and societal areas. The differences of systems engineering in these two areas are described.

The interest of and justification for electrical engineers getting involved in the application of systems engineering to societal problems is explained.

The relation of systems engineering to management and decision making are described, indicating how systems engineers should utilize the values of the public whom they serve, and not substitute their own values. The ethics required in the application of systems engineering to societal problems are described, and it is emphasized that the primacy of the "human element" will be recognized.

Specific suggestions are made as to how members of each of the following groups might further the successful application of systems engineering to societal problems: IEEE officers, electrical engineers and related professionals, educators, government officials, and the general public.

DRAFT

G. Rabow, 4/24/79