

COMMITTEE ON SOCIAL IMPLICATIONS OF TECHNOLOGY

Columbia University, New York City
Mudd Engineering Building, Conference Room, 1306A

September 13, 1980

MINUTES OF THE MEETING

1. Call to Order and Attendance

Chairman Unger called the meeting to order at 10:20am. Present for all or part of the meeting were:

Stephen H. Unger	Frank Kotasek
Norman Balabanian	Richard Labonski
Carl Barus	Lester Nagel
Daniel Berger	Gerald Rabow
R. J. Bogumil	Susan A. Thomas
David C. Cook	William H. Underwood
Irwin Feerst	Donald K. Wilson
Victor Klig	Esmi L. Bidstrup (IEEE Staff)
Richard F. Koch	Mona L. Reisman (IEEE Staff)

Daniel Berger, Richard Labonski, Susan Thomas, and William Underwood were welcomed as new members of CSIT.

2. Approval of Previous Minutes

The minutes of the May 17, 1980 CSIT meeting were approved with the following correction:

Item 5, line 19: change "Feerst Strikes Again" to "Feerst Alleges Improper Conduct by Balabanian."

3. Status of Effort to Convert CSIT to an IEEE Society

Stephen Unger had attended the July 17 meeting of the Technical Activities Board OpCom and the July 18 meeting of the full TAB to press our proposal to convert CSIT to an IEEE society. He summarized the outcome of these meetings as follows: (Dr. Unger's report appears in T&S, September 1980, pp.14-15; see also The Institute, October 1980, p.4.) On July 17, TAB OpCom, by a vote of 6 to 4 with 1 abstention, recommended that TAB approve the CSIT proposal for Society status. On July 18, most of the society presidents who spoke expressed opposition to the proposal. Dr. Leo Young proposed that, in order to accommodate their concerns about the proposed society, the SSIT constitution provide that a substantial number of SSIT's governing body (AdCom) be appointed by divisional directors. (The others would of course be elected by SSIT's members.) Accordingly, it was agreed that Dr. Unger would chair an ad hoc committee, representing various viewpoints on TAB, to prepare a draft constitution that would be submitted to the December 4 TAB meeting for approval. However, in a straw vote, a majority of TAB members indicated that they would probably oppose CSIT's proposal, no matter what safeguards were contained in the constitution. In addition, magazine status for T&S was ruled out so long as CSIT remains a Committee.

Dr. Unger reported that, subsequent to the TAB meeting, Dr. Robert E. Larson (TAB Chairman) appointed the following people to the committee to draft the SSIT constitution: Dr. Stephen Unger, chairman; William H. Underwood (Power

Engineering Society liaison member of CSIT); F. A. Furfari (director, Division II); Jack L. Jatlow (representing the Engineering Management Society); and one additional person to be named by Unger. Meanwhile, a few TAB members who had voted against CSIT in the July 18 straw vote told Unger that they were open minded on CSIT's proposal; thus it appears that there is still a chance that CSIT can succeed in achieving society status.

MOTION

The following motion, made by Norman Balabanian, was approved by a vote of 13 to 2:

ACTION:

Unger

That CSIT go forward with its quest for society status and that accordingly Stephen Unger convene the committee, appointed by Dr. Larson, for the purpose of drafting an SSIT constitution that will satisfy the needs of the proposed society and the concerns of CSIT's critics.

It was agreed that the field of interest of SSIT would be essentially as stated in the "Case for Upgrading CSIT to Society Status" (Exhibit A of May 17, 1980 minutes) and in the petition.

ACTION:

All CSIT members

Stephen Unger said that CSIT's success at the December 4 TAB meeting would depend on prior personal contact of members of TAB by members of CSIT. He asked all CSIT members to write or phone the presidents of the IEEE societies to which they belong to urge them to support CSIT's effort to achieve society status at the December 4 TAB meeting. He said that, to date, such personal contact had been the main source of whatever support did exist for CSIT's proposal. The addresses and phone numbers of the society presidents are appended to the minutes as EXHIBIT A.

EXHIBIT A

Dr. Unger reported that, as of September 13, 1980, the CSIT petition for society status had 750 signatures.

4. Future Plans for CSIT

Stephen Unger presented a list of steps that we must take to increase CSIT's effectiveness, regardless of the outcome of our quest for society status. These include:

- 1) Redouble our efforts to seek active participation in CSIT by representatives of IEEE societies and other IEEE entities.
- 2) Publish written debates in T&S on controversial topics.
- 3) Solicit, even more vigorously than heretofore, articles representing responsible viewpoints on all sides of issues.
- 4) Continue efforts to establish local CSIT groups in different geographic areas, similar to the newly formed group in Washington.
- 5) Cooperate closely with CSIT groups within IEEE societies.
- 6) Increase our visibility within IEEE, particularly by getting more subscribers to TECHNOLOGY AND SOCIETY.

VOLUNTEERS
NEEDED!

To implement Dr. Unger's proposals, Frank Kotasek suggested that CSIT organize a systematic membership drive in which CSIT members volunteer to carry out specific tasks. He said that T&S would be in trouble financially even at the 3-dollar subscription fee unless we gain a substantial number of new subscribers (the dollar figures are given on page 5 of EXHIBIT B). A number of ideas and action items for the membership drive were discussed. These have been incorporated into a proposal, which is appended to the minutes as EXHIBIT B and which will serve as a starting point for organizing the membership drive at the November 15 meeting. Carl Barus, Irwin Feerst, Frank Kotasek, and Richard Labonski volunteered to begin work on the membership drive, but more volunteers are urgently needed.

EXHIBIT B

ACTION:

Barus,
Feerst,
Kotasek,
Labonski

5. Report from DC Area Working Group

A CSIT Washington-DC-Area Working Group has been organized, following a year of preliminary efforts sparked by Terry Hewitt (see minutes of March 15, 1980 CSIT meeting).

Susan Thomas and Richard Labonski gave the following report on the activities of the Group: The Group meets on the last Wednesday of each month and has been in operation for 4 months. At present, the Group has 13 active members on its roster. The primary action items to date have been to seek new members and to organize the October 29 dinner and speaker meeting (see news release, EXHIBIT C). The October 29 meeting is being publicized by mailing the news release to the 200-plus T&S readers in the DC area and through announcements in T&S, local IEEE newsletters, and local newspapers. It is hoped that many of the people who attend the meeting will become active members of the Group.

EXHIBIT C

ACTION:
Anyone familiar with IEEE section operations

Ms. Thomas and Mr. Labonski said they would welcome advice on how to publicize the Group's activities among DC area IEEE members and how to operate effectively with the DC area IEEE sections. Anyone who has experience in organizing IEEE chapter, section, or area council activities is asked to please contact Ms. Thomas (703)836-2356 or Mr. Labonski (202)637-1934.

ACTION:
DC Group

William Underwood suggested that the Group keep a detailed record of its organizing activities for the benefit of future CSIT groups that may be formed in various areas around the country.

6. Cooperation with IEEE Environmental Quality Committee

Lester Nagel was welcomed back as EQC liaison representative to CSIT. (He had previously served in that capacity from 1973 through 1977.) Mr. Nagel said that EQC wished to work closely with CSIT in areas of common interest, and he reported on 3 specific items of current interest:

ACTION:
Nagel

1) TECHNOLOGY AND SOCIETY. Mr. Nagel said that EQC would like to submit articles to T&S on topics that have social implications. Norman Balabanian invited EQC to appoint an associate editor to T&S to facilitate this process. It was agreed that Nagel would ask Bernard Manheimer (EQC Chairman) to appoint a qualified person to the position.

2) CSIT Award Fund. Mr. Nagel said that EQC would be happy to contribute 200 to 300 dollars toward any award that CSIT would make on an annual basis to an outstanding example of social conscience in engineering. Stephen Unger expressed CSIT's thanks.

ACTION:
Barus, Berger, Cook, Kotasek, DC Group

3) Electrotechnology and Environment Program (ETE), 1984. Mr. Nagel invited CSIT to work with EQC in organizing sessions and other activities at the ETE program at the IEEE Centennial in Philadelphia in 1984. It was agreed that David Cook, Frank Kotasek, and members of the CSIT Washington Group would attend EQC meetings and/or contact Bernard Manheimer for the purpose of helping with the ETE Program. (50% of EQC's meetings are in DC and 50% in NYC.) Carl Barus and Daniel Berger will find out what the Philadelphia area IEEE sections are doing concerning the Centennial; they will keep Manheimer informed and will help EQC coordinate its activities with the Philadelphia sections. (note: EQC meets roughly every 6 months, and the next meeting is in Washington, DC on November 5.)

INITIAL ACTION DEADLINE

7. Publication - TECHNOLOGY AND SOCIETY

Editor Norman Balabanian gave the following report on TECHNOLOGY AND SOCIETY:

The September 1980 issue of T&S will be mailed from Piscataway on Sep. 18.

VOLUNTEERS
NEEDED!

Dr. Balabanian is seeking volunteers to put together special issues of T&S on specific topics. He is also seeking a Book Review Editor, who would act as a clearinghouse to send reviewers books on social implications of technology in their particular field for possible review.* More book reviewers are also needed (please specify the subject areas in which you are interested). Volunteers are asked to please contact Norman Balabanian, (315)423-4401.

T&S invited the Union of Concerned Scientists and the IEEE Power Engineering Society to each name an author to take part in a written debate on nuclear energy in T&S (1 short article plus 1 rebuttal for each side). UCS accepted the invitation, but PES declined. Balabanian is continuing to pursue this effort. He also invited CONAES co-chairmen Harvey Brooks and Edward Ginzton to respond to his criticisms of the National Academy of Sciences' CONAES energy report (T&S, June 1980, pp 17-19), but he has received no reply to date.

Dr. Balabanian has received 3 more requests for permission to reprint T&S articles in books....A short report on CSIT by Dr. J. F. Lindsay appeared in the September 1980 issue of the Education Society Newsletter....The CSIT petition for society status has appeared in a large number of IEEE society newsletters.

8. Report from Working Group on Ethics and Employment Practices

Action Item from May 17 Meeting. After discussing the matter with Dr. Richard Gowen (IEEE VP for Professional Activities), Stephen Unger had submitted a proposal on August 4 (EXHIBIT D) to re-activate the USAB Ethics Task Force; the proposal included a concrete agenda of action items. To date, Dr. Unger has received no reply. It was agreed that Mona Reisman (IEEE Staff) would check the minutes of the August 20-21 USAB meeting to find out what action was taken on Unger's proposal. (Note: The portion of the USAB minutes pertaining to an ethics task force is appended as EXHIBIT E; the USAB minutes make no mention of Dr. Unger's proposal.) It was also agreed that the CSIT Working Group on Ethics would proceed to tackle the tasks in Dr. Unger's proposal even if USAB did not take any action on it.

EXHIBIT D

ACTION:
Reisman
DONE
9/29/80

EXHIBIT E

ACTION:
Klig, Unger

Member Conduct Committee. Stephen Unger said that the IEEE Member Conduct Committee had not reported carrying any ethics support cases through to conclusion since its report on the Edgerton case in June 1978. (The Edgerton Case had been previously investigated by CSIT.) The following motion, made by Donald Wilson, was approved unanimously:

That Stephen Unger invite James Fairman (MCC Chairman) to the November 15 CSIT meeting to report on the activities of the Member Conduct Committee.

It was agreed that the CSIT Washington Group would also discuss the subject informally with Mr. Fairman.

It was suggested that one reason for the lack of tangible output from MCC might be the small number of ethics support cases it gets, which in turn is due to the fact that IEEE does not publicize the existence of MCC. Indeed, Mr. Fairman has suggested that CSIT persuade IEEE to make IEEE members aware of the existence of MCC; this was one of the items in Unger's proposal to Gowen (EXHIBIT D). The MCC deals with both ethics-support cases and complaint-against-member cases.

MOTION

ACTION:
Unger

ACTION:
DC Group

9. Report from Working Group on Energy and the Environment

Hilton Brown's Testimony. Gerald Rabow noted that Hilton Brown's testimony (Exhibit C of May 17 minutes) made no mention whatsoever of energy conservation, despite the fact that the IEEE Position Paper on Energy Conservation states: "It is the IEEE position that energy conservation programs should be given the highest national priority in energy planning..."

Dr. Rabow is writing an article on energy conservation for T&S.

* (Note: Dr. Naresh Sinha has volunteered to serve as Book Review Editor.)

Action item from May 17 meeting. Stephen Unger reported that the IEEE's participation in the Energy for the Eighties Foundation was approved by either IEEE's Board of Directors or the BoD Executive Committee. EEF sponsored the Second National Conference on Energy Advocacy in Chicago on June 26-29, 1980. Henry Anderson (Administrative Assistant to the Power Engineering Society) has suggested to Dr. Unger that CSIT become involved in future energy advocacy conferences.

William Underwood said that the June 26-29 Conference had been attended by 800 people and had aired a broad cross-section of views on a balanced set of energy options, with a heavy emphasis on energy conservation.

10. Report from Working Group on Information Technology

Stephen Unger said that he is organizing a symposium on "Science and Secrecy" for the 1981 AAAS meeting.

11. Next Meetings

The next CSIT meeting will be held at Columbia University on Saturday, November 15, at 10:15am. The 2 meetings after that are tentatively scheduled for January 17, 1981 at Columbia and April 7, 8, or 9 at Electro '81.

12. Adjournment

The meeting was adjourned at 3:30pm.

Frank Kotasek Jr., Secretary
October 7, 1980

P.S to item 4 of Minutes:

CSIT members are asked to distribute sample copies of TECHNOLOGY AND SOCIETY at their workplaces or at IEEE meetings. We must increase the number of subscribers to T&S (see EXHIBIT B). Norman Balabanian has done an outstanding job of upgrading the quality of T&S, but to translate this into increased circulation we must get copies of T&S into the hands of potential subscribers. To get more sample copies, please phone Mona L. Reisman, (212)644-7887.

F.K.

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A
Z

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Nuclear & Plasma Sciences NPS-05

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Instrumentation IECI-13

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Magnetics Mag-33

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Sonics & Ultrasonics SU-20**

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**Group

Technical Activities Dept.
20 August 1980

F. Kotasek
10/8/80

PROPOSED 8-MONTH CSIT MEMBERSHIP DRIVE

At CSIT's September 13 meeting, it was agreed that a more vigorous effort to gain new subscribers and to broaden CSIT's base of active members was necessary to enable CSIT to survive--financially and politically. To translate these good intentions into effective action, CSIT will organize a membership drive at its November 15 meeting, using the ideas and action items outlined in this proposal as a starting point. If you cannot attend the November 15 meeting, but you would like to contribute ideas or volunteer for action items, please contact Frank Kotasek Jr., 73 Hedges Avenue, East Patchogue, NY 11772, (516)475-1330. A concerted effort by all of us will produce a synergistic effect; for example, a promotion blurb that is well thought out will be more effective if it gets the widest possible distribution in IEEE newsletters, and vice versa.

1. Form a CSIT subcommittee on membership and publicity.
All CSIT members are urged to join this subcommittee for a concerted 8-month membership drive.
VOLUNTEER NEEDED to serve as chairman of the subcommittee; Coordinate activities and follow up on task assignments.

2. Increase circulation of T&S.
(to be pursued simultaneously with the quest for magazine status)

Paid circulation of T&S:		Future goals:	
Feb 1979	2200	Mar 1981	3300
Jan 1980	2500	Dec 1981	5000
June 1980	2600	Dec 1982	6000
Sep 1980	2800 (calculated indirectly)	Dec 1983	7500
		Dec 1984	10,000 (saturation)

So long as T&S is operating in the red, the only promotion methods available to us are direct personal efforts and free plugs in newsletters (#a, b, c below). Personal contact has proven to be more efficient than mass mailing by at least an order of magnitude. Once we get on a sound financial footing (say 3300 subscribers), we shall be able to rely on mass mailings, choosing especially good issues of T&S. If we stand still, rising costs soon will overtake our revenues. TAB will not subsidize T&S. The promotion will include:

- a) Personal solicitation.
 - 1) CSIT members give sample copies to friends and colleagues.
 - 2) CSIT members distribute sample copies at IEEE meetings or conferences.
 - 3) Distribute sample copies at Electro '81. VOLUNTEER NEEDED to make the arrangements.
- b) VOLUNTEER NEEDED: Periodically write promotion piece offering sample copies of T&S. Distribute to IEEE Society newsletter editors, either directly or via CSIT members of Societies.
- c) Hand-typed mailing lists. Send sample copies to:
 - 1) Signers of 1980 SSIT petition. (being done)
 - 2) Letter-writers to The Institute and Spectrum. (do Dec 1980)
VOLUNTEER NEEDED: Make a list of people who have written letters on SIT-type topics to The Institute or to Spectrum during the last 3 years. Include any address or employer information given. Keep list updated.
 - 3) Signers of 1972 SSIT petition. (do Dec 1980)

- d) VOLUNTEER NEEDED: Design advertisements and arrange for publication. Offer sample copies of T&S via reader service card.
 - 1) Spectrum. \$367 for 1/4-page ad. (do May 1981)
 - 2) Advertise special issue of T&S in Society magazines. Typically \$150 for a 1/2-page ad.
 - 3) Inquire about paid advertising in Society newsletters for special issue of T&S.
- e) Computerized mailing lists. Send sample copies of T&S to:
 - 1) 120 section chairmen and 120 PAC chairmen. (done, September 1980)
 - 2) Former subscribers who terminated subscriptions in December 1978. (do December 1980)
 - 3) Impact mailing list. (do March 1981)
 - 4) IEEE members indicating interest in SIT via Technical Interest Profile. (do June 1981)
 - 5) All IEEE members in Washington, DC area. (do June 1981)
 - 6) Other targeted mailing lists: Suggestions?
 - 7) 200,000 IEEE members; blanket each region in sequence. (do 1982-1984)
- f) Other ideas?

3. Broaden active participation in CSIT.

- a) Invite IEEE-member friends and colleagues to attend CSIT meetings.
- b) CSIT chairman actively solicit liaison members from IEEE Societies.
 - 1) Write to absentee liaison members inviting active participation in CSIT. (do Dec 1980)
 - 2) Follow up the letters with phone calls. (do Jan 1981)
 - 3) At TAB meeting, invite Society chairmen to appoint liaison members to CSIT. (do Dec 1980)
 - 4) Write to Society chairmen inviting them to appoint liaison members. (do Jan 1981)
 - 5) VOLUNTEER NEEDED. Help CSIT chairman draft letters.
- c) Invite IEEE society chairmen to nominate associate editors to T&S.
- d) Broaden active participation in working groups.
 - 1) WG chairmen invite their members to attend CSIT meetings.
 - 2) WG chairmen develop more effective techniques for active participation of members by mail and by phone.
 - 3) Put tear-out coupon in T&S inviting readers to become active members of working groups that are actually working.
- e) Working Group chairmen send material to T&S and to CSIT publicity coordinator (see item 6).
- f) Provide mechanism in minutes for absentee CSIT members to volunteer to work on CSIT projects.
- g) Other ideas?

4. Increase contact with the rest of IEEE.

- a) VOLUNTEERS NEEDED--Members of IEEE Societies.
 - 1) Forward a copy of T&S promotion piece or CSIT news item to Society newsletter editor per items 2b and 6a.

- 2) Monitor Society publications for articles on SIT. Send copies of suitable articles to T&S editor for possible reprint.
- 3) Distribute ___ copies of T&S at Society meetings where appropriate.
- 4) Keep informed regarding Society's CSIT or other SIT activities, and facilitate cooperation with CSIT; report to CSIT orally or via appendix to minutes; send news of Society SIT activities to T&S; encourage T&S readers to join Society CSIT.

b) Work with IEEE Environmental Quality Committee.
 VOLUNTEERS NEEDED, especially from DC Group. Help EQC organize sessions and other activities for the 1984 Electrotechnology and Environment program.

c) News from PAC's.
 VOLUNTEER NEEDED: Associate editor for professional activities. Invite 120 PAC chairmen (via computerized mailing list) to submit material for T&S. Edit the material. Maintain informal contact with Impact associate editors (Frank Lord, Sandra Bidwell).

d) Other ideas?

5. Increase contact with non-IEEE organizations.

a) Other technical societies.
 VOLUNTEERS NEEDED: Liaison with NSPE, System Safety Society (use ASME, AAAS liaison as model).

- 1) Identify SIT activities in the Society. Explore cooperation with CSIT.
- 2) Put cognizant people on complimentary T&S mailing list.
- 3) Invite articles for T&S.
- 4) Monitor publications and activities on SIT for possible reprint articles for T&S. Report on activities via News, Notes, and Comments.

b) SIT-type organizations.
 VOLUNTEERS NEEDED. Monitor publications and activities. Send copies of suitable articles to T&S editor for possible reprint. Some examples of organizations or publications: Federation of American Scientists; Bulletin of Atomic Scientists; Union of Concerned Scientists; Friends of the Earth; Committee for Better Transit; Society for the History of Technology; Society for Human Ecology; Technology in Society; Technology Review; Arms Control Association; Other Organizations?
 Sample copies of above publications will be available at November 15 CSIT meeting.

c) Other ideas?

6. Increase publicity and visibility of CSIT.

VOLUNTEER NEEDED: Publicity Coordinator. Prod CSIT members working on newsworthy projects (e.g., Ethics proposals in EXHIBIT D) to write news items; disseminate via appropriate communication channel:

a) News items to Society newsletters, section bulletins, Impact, and/or CSIT members of IEEE Societies. Include a brief promotion for T&S where appropriate.

b) News releases to IEEE PR dept. or directly to selected trade magazines.

c) Informal contact with The Institute.

d) Other ideas?

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7. ARTICLES NEEDED!!!

- a) If you have expertise in an area that has social implications, try to find time to write an article for T&S.
- b) If you participate in a conference session on SIT, invite the other speakers to write articles for T&S.
- c) Send copies of good articles (or chapters of books) that you come across to the T&S editor for possible reprint. Articles from this inventory could be used to counterbalance one-sided articles in T&S (in case T&S ever does publish a one-sided article!).

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revised calculation
September 20, 1980

T&S Estimated Annual Costs, 1981 (4 issues)

	***** newsletter *****				magazine
	16-page	20-page	24-page	32-page	28-page
fixed set-up costs \$	5,057	6,090	7,232	8,766	13,304
incremental cost \$ per 1000	868	1,041	1,163	1,349	1,419
number of subscribers needed to break even					
@ \$2 fee	4,470	6,350	8,640	13,460	22,900
@ \$3 fee	2,370	3,110	3,940	5,310	8,420
@ \$4 fee	1,620	2,060	2,550	3,310	5,160
@ \$5 fee	---	---	---	---	3,720
@ \$10 fee	---	---	---	---	1,550

Number of subscribers as of September 1, 1980: 2800 (@ \$2 subscription fee).
Subscription fee will be raised to \$3 for 1981.

NEWS RELEASE

FOR FURTHER INFORMATION CONTACT RICHARD LABONSKI, 9100 Sudbury Road,
Silver Spring, MD 20901, (202) 637-1934

COMMITTEE ON SOCIAL IMPLICATIONS OF TECHNOLOGY (CSIT) BUFFET DINNER AND
SPEAKER MEETING

October Introductory Meeting

Subject: "Ethical Dilemmas in Modern Engineering"

Speaker: Rosemary Chalk, Staff Director, American Association for the
Advancement of Science - Committee on Scientific Freedom and
Responsibility

Time: Wednesday, October 29, 1980, 6:30 p.m.

Place: Chase II Restaurant, 4400 Jenifer Street, NW, Washington, DC

The newly formed Washington Area Working Group of CSIT is having an
informal get-acquainted buffet dinner on Wednesday, October 29, at the
Chase II Restaurant.

Ms. Rosemary Chalk, Staff Director of the American Association for the
Advancement of Science Committee on Scientific Freedom and Responsibility
will speak on "Ethical Dilemmas in Modern Engineering". She will lead an
open question, discussion, and answer period following her talk.

This is an opportunity for individuals interested in the interactions
between technology and society to meet their like-minded colleagues, and
to take an active part in the formative stages of the Washington Area CSIT
Working Group.

Cocktails, 6:30 p.m.; Cash bar; Buffet dinner, 7:00 p.m.; \$11.00 per
person; Meeting at 8:00 p.m. The meeting location is near the intersection
of Wisconsin and Western Avenues. Convenient parking is available at the
nearby Lord & Taylor Department Store. For further information and RSVP,
call Susan Thomas (703) 836-2356 or Richard Labonski (202) 637-1934 during
business hours. RSVP required by October 15, 1980.

Columbia University in the City of New York | New York, N.Y. 10027

DEPARTMENT OF COMPUTER SCIENCE

Seeley W. Mudd Building

August 4, 1980

Dr. Richard J. Gowen
South Dakota School of Mines and Technology
Rapid City, South Dakota 57701

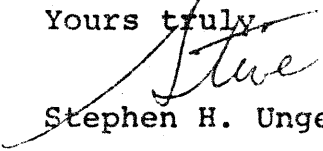
Dear Dick:

Enclosed is a proposal for a USAB Ethics Task Force, in line with our conversation a few weeks ago.

I have left open the question of task force membership. We could handle it thru CSIT or on a completely ad hoc basis. The size could of course be increased beyond 4 (tho I hope not by more than a few) with an accompanying added cost.

I'll be happy to answer any questions you might have.

Yours truly,


Stephen H. Unger

cc: Joel Snyder
Arthur Rossoff
Victor Klig
James F. Fairman, Jr.

SHU:mac

Proposal for USAB Ethics Task Force
by Stephen H. Unger

8/4/80

This is intended to supplement the proposal that I understand Arthur Rossoff is filing that deals with the subject of revision of the IEEE Ethics Code. I agree that this is a very important topic and would like to participate in that activity in cooperation with Art.

Goals

1. Prepare in detail one or perhaps 2 alternative procedures for informing IEEE members, on a periodic basis, about the code of ethics and associated functions of the Member Conduct Committee. Such notification would be in the form of a leaflet accompanying the annual dues notice or a page or insert appearing annually in Spectrum or The Institute.
2. Propose procedures and format for an annual report to IEEE members by MCC.
3. Propose procedures and format for case reports to IEEE members and for follow-up procedures by MCC in ethics support cases.
4. Explore and make general recommendations on:
 - 4.1. IEEE Legal Defense Fund to support members whose careers are in jeopardy due to their adherence to the code of ethics. The activity in this area of the IEEE Bay Area Council will be taken into account.
 - 4.2. Proposals for model legislation that IEEE might recommend to State legislatures and/or to Congress for the support of ethical practices in engineering.
 - 4.3. Proposals for model internal procedures for handling dissenting opinions by engineering employees that IEEE could suggest to employers of engineers. (These might be along the lines now being considered by the Nuclear Regulatory Commission; or those in effect within some corporations such as IBM.)

In deliberating on the above goals, consideration will be given to points at which joint engineering society activity would be appropriate thru the AAES.

Schedule (Assuming approval by USAB by 9/1/80.)

- 1. Final result on item 1 by 3/1/81.
- 2. Reports on items 2 and 3 by 5/1/81.
- 3. Reports on item 4 by 8/1/81.

Personnel A 4-person task force is assumed.

Budget Two working meetings are planned, along with a number of conference as well as 2-person telephone calls.

Direct meeting expenses:	\$ 200
Travel & hotels	2600
Telephone	500
Miscellaneous	100
<u>Total</u>	<u>\$3400</u>

Note: The topics covered here dovetail with a project that I am carrying out under a grant from NSF (OSS-7906980) entitled "Ethical Responsibilities of Professional Engineering Societies," funded thru Columbia University.

8.0 INFORMATION/REPORT ITEMS (continued)

8.5 1980 IEEE U.S. Member Opinion Survey

Received the report as seen in the Agenda.

9.0 OLD BUSINESS

None to report.

10.0 NEW BUSINESS

10.1 Proposed Ethics Task Force

H.H. Heller and A.L. Rossoff on behalf of J.B. Snyder presented a proposal for a USAB Ethics Task Force.

The Members of USAB voted to approve the establishment of an USAB Ethics Task Force, as outlined in Attachment "J" to these Minutes, and to recommend to the IEEE Executive Committee and the Board of Directors that they adopt this Task Force as an Institute Ethics Committee.

M/S/C: Backe/Grove/Carried

This USAB Task Force will function for the balance of 1980 under the leadership of A.L. Rossoff and the funds, which are not to exceed \$1.5K in 1980, will be provided from the Reserve Funds. R.J. Gowen also appointed A.L. Rossoff as the IEEE/USAB Liaison to the AAES Ethics Committee.

10.2 Employment Situation in Vehicular Technology Related Industry

No discussion. This was handled outside the USAB meeting.

10.3 Funding for IEEE Expenses Associated with Public Affairs and Engineering Affairs Councils of the American Association of Engineering Societies

P.A. Rusche, Director, Region 4, presented a proposal that, because the activities of the Public Affairs and Engineering Affairs Councils of the American Association of Engineering Societies are primarily oriented to the objectives of the engineers residing and/or practicing in the United States, IEEE support for such activities should be from funds generated by the Regional Assessment for members residing in the United States and not from the General Funds of the IEEE.

The Members of USAB voted to recommend to the IEEE Board of Directors that all expenses incurred due to membership in the Public Affairs and Engineering Affairs Councils of the American Association of Engineer-



THE INSTITUTE OF
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ELECTRONICS
ENGINEERS, INC

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UNITED STATES ACTIVITIES BOARD

Reply to:
58 Diamond Drive
Plainview, N. Y.

August 4, 1980

Dr. R. Gowen
Dean of Engineering
South Dakota School of Mines and Technology
Rapid City, SD 57701

Dear Dick,

The USAB OPCOM, at its meeting of July 28, acted to table my motion to establish a proposed new Task Force on Ethics. I am grateful to you for inviting me to submit background information and additional rationale for this proposal to allow the USAB to act on it with a more complete understanding of the facts than was possible at the OPCOM meeting.

BACKGROUND

In 1974, an inter-society group, led principally by ECPD, wrote a code of ethics which it hoped would be embraced by the entire engineering community. The IEEE was not able to find it acceptable and composed its own. The work was done by the Ethics and Employment Practices Committee, chaired at that time by myself and, subsequently by Arthur Rossoff.

The IEEE Code was approved by the Board of Directors and published for the information of the membership in the February 1975 issue of Spectrum. A copy of that article is attached. In it, the then IEEE President Arthur Stern characterized the Code as a "living document" and invited membership comment. Comment was received by the Committee, much of it calling for changes of language. In subsequent actions and discussions by USAB on the subject of ethics, it was frequently recognized that the consideration of member proposed revisions would be appropriate after sufficient time had elapsed to give the document maturity and to allow its meaning and implications to be better understood. However, in 1979, it was modified principally to recognize the fact that not all IEEE members are engineers and to extend the scope of the code to embrace the relationship of the members to his or her colleagues.

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Dr.

In succeeding years, the importance of ethics to the entire profession gained further recognition and it is today a more vital issue than ever before as evidenced by the volume of papers on the subject which have been published in various society journals and by conferences of which the R.P.I. workshop last June was the most recent.

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In the last few years an inter-society ad hoc committee on ethics developed a new draft code, referred to hopefully as the "unified code", and it is now under consideration by a number of societies. That draft was submitted to the IEEE Ethics Task Force early in 1980. Jim Fairman, who chaired that now inactive body, has given it some distribution for comment but it has never been submitted for the consideration of the USAB or any other major board. More recently, the work of the ad hoc committee has been taken over by an ethics committee of the AAES, under the chairmanship of William R. Gibbs.

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WHERE ARE WE TODAY?

We find ourselves, at this point, with a five year old IEEE-only code and we have not yet fulfilled a commitment to the membership to give it a responsive second look.

At the same time, we have provided no machinery for consideration of the "unified code" and have allowed the 1979 Ethics Task Force, which would have had that responsibility, to lapse. Please note that the Ethics Task Force is NOT to be confused with the Institute Member Conduct Committee (MCC) whose charter is solely concerned with infractions of the Code.

We have no assigned liaison to the AAES Ethics Committee.

The proposed program would establish a new Ethics Task Force with the charge to provide liaison with the AAES Ethics Task Force and to review both the draft unified code and the present IEEE Code for responsiveness to the needs of the Institute. Its findings would then be submitted to the USAB for its action followed by that of the other major boards and of the Board of Directors. This is the standard procedure followed for policy matters contained under Section 7 - Professional Activities of the IEEE Policy and Procedures Manual, for which USAB clearly has the responsibility to take the initiative.

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Dr. R. Gowen

August 4, 1980
Page 3

METHODOLOGY

As a first step, the Task Force would arrange for the publication of an INSTITUTE article to inform the membership of the present status of efforts in this area and of the options before it. Clearly these would include:

- a. Affirmation of the present IEEE Code
- b. Affirmation of the present Code with changes
- c. Preference for the "unified code".
- d. Preference for the "unified code" with changes

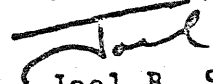
The article would invite written comment. It would also give notice of the opportunity for oral comment as well.

The proposal then contemplates a series of meetings of the Task Force coincident with major IEEE conferences - ELECTRO, WESCON - designed both to minimize the travel of its members and to ensure the presence of large numbers of general members and to ensure give oral testimony. This novel approach for the IEEE, patterned on the legislative hearings conducted by most legislative bodies, offers the opportunity for dialogue with witnesses. It is a well established procedure which not only results in better communication, but gives to the witness a higher sense of participation than is afforded by one-way written testimony.

It should be understood that the contemplated meetings of the Task Force would be primarily to permit it to do its work. Their secondary purpose would be to provide the open hearing session for as many witnesses, with limitations on total time, as appear. If, as may be feared, there are few such witnesses, the meetings will serve their primary purpose and the members will also have been given their opportunity to testify.

The details of the proposed project and its budget are contained in the associated submission entitled, "An Ethics Program for 1980". I urge favorable consideration and again express my gratitude for the opportunity to provide this supporting document.

Sincerely,



Joel B. Snyder

cc: Members of the USAB
Staff
A. L. Rossoff

Enclosure(s)

AN ETHICS PROGRAM FOR 1980

The IEEE is committed to a policy of ethical practice. That commitment is expressed in its Code of Ethics, published in 1975, to which there have been subsequent minor modifications. It is further expressed in established Institute policy which creates the Member Conduct Committee (MCC) and which prescribes the procedures and criteria for action. Certain portions of the Guidelines to Professional Employment for Engineers and Scientists, to which the IEEE has given its endorsement, deal with the ethical basis for the employer-employee relationship and with responsibility to society. Finally, the IEEE commitment has been expressed in actions taken by the Institute in cases of ethical dispute, such as the BART case, which serve as precedents for future action in accordance with procedures which are prescribed in the IEEE Policy and Procedures Manual.

The steps taken by the IEEE in this uncertain ground have been cautious and deliberate - too much so for some, perhaps imprudent to others - but, on balance, a credit to the Institute. There is, nevertheless, an incomplete agenda which should be pursued.

Demanding first attention is the question of whether or not the five-year old code meets the current needs of the membership. A related question, which poses considerable difficulty, is whether the IEEE can accept the proposed "unified code", prepared by representatives of the NSPE and others, and, if so, whether it should in fact be substituted for the present IEEE code.

Other unfinished business includes questions such as: Is a member bound by the code by dint of his or her membership or does it take a pledge to do it? Does or should the code bind non-U.S. members? Should the IEEE establish a legal defense fund for members put in employment jeopardy by their adherence to the code? Do the MCC procedures require revision?

This program deliberately confines itself to the first matter - to review both the IEEE code and the unified code and to bring specific recommendations to the USAB for the acceptance of one or the other with or without changes in language. It proposes to form a task force for that specific and limited purpose and to base its recommendations on member comment responsibly drawn and carefully considered.

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PROGRAM TASKS

1. Form a task force and hold a planning meeting to develop a detailed execution plan. Recommend one or more candidates to chair the MCC for the term commencing 1981. Establish liaison with the "unified code" committee.
2. Prepare an article for publication in the Institute which provides the language of both codes*, some background material and an invitation to send in written comment. Include also the time and place of the planned "public hearings" and invite members to present oral testimony in the manner of a legislative hearing.
3. Receive and distribute written comment to the members of the task force.
4. Hold three meetings, one each at east, west and central sites, coincident where possible with major technical conferences at which members in large numbers will be present. Receive oral and written comment.
5. Analyze the member comments and prepare responsive recommendations for USAB action. Prepare an agenda for future action for the consideration of the USAB.
6. Make presentations to the USAB, to the other major boards, and to the Board of Directors as required.

* The IEEE Code and the "unified code"

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