

EMC Society Board of Directors Meeting

*The Molly Pitcher Inn
Red Bank, New Jersey
March 15, 2007*

THE PRESIDENT'S OPENING REMARKS/ CONSENT AGENDA

President Drozd called the meeting to order at 8:30 am. Board members present included B. Archambeault, H. Benitez, C. Brench, A. Drozd, B. Goldblum, F. Heather, D. Heirman, L. Hill, D. Hoolihan, T. Hubing, E. Joffe, W. Kesselman, F. Maradei, M. Montrose, J. O'Neil, J. Norgard, G. Pettit, R. Scully, D. Staggs, D. Sweeney, R. Wallen, K. Williams, and T. Yoshino. D. Ford was absent. Guests present included M. Ward-Callan, J. LaSalle, K. Raghunandan and M. Vasquez. A round of introductions was made. President Drozd presented the agenda. The Board approved the consent agenda, pulling the discussion on the Honorary Life Member award. President Drozd showed the open EMC Society Reps/Liaison vacancies and noted that Bob Brook, the EMCS representative to the SSIT, recently passed away. He will distribute this information to the Board along with the links to the respective openings. Anyone interested in being the rep on one of these open positions should contact Mr. Drozd.

FINANCE COMMITTEE REPORT

Kimball Williams presented the finance committee report. The Board approved the following fees for the EMC Society in 2008: Member fee \$25 (no change), Transactions page count and issues: 1,000/4, Optional Member Transactions print cost: \$15, Non member list price: \$355, 2007 Conference surplus: \$217K. Mr. Williams referred to Treasurer Warren Kesselman's report, which was circulated to the Board prior to the meeting. Regarding 2006 operations, IEEE December 31 financial reports indicate that EMCS had a cumulative end of fourth quarter operating deficit of \$289,300. This does not include "market fluctuation" which is only reflected in the year-end closing, nor the 2006 symposium's final surplus. The actual surplus is expected to be in the order of \$220,000; this

figure will be confirmed in late March. The 2007 budget was approved and issued by IEEE in early December. It contains a net \$35,000 deficit. The Treasurer's report was approved as part of the consent agenda noted above.

COMMUNICATION SERVICES

Ghery Pettit, Vice-President for Communication Services, presented his report. He presented information on the EMC BoD Web Board to facilitate Board communication. Mr. Pettit noted that Dave Staggs, as the new VP for Member Services, is stepping down as the Public Relations Chair. If anyone is interested in filling this position, please contact Mr. Pettit. Next, Janet O'Neil, Newsletter Editor, presented information on the quarterly issues in 2006: Average page count per issue: 104; Average cost per issue: \$25,579; Average net ad sales revenue to EMC Society per issue: \$12,060; Average number of pages of ads per issue: 14.44 (14% of total average page count); and Average number of advertisers per issue: 19. Note Newsletter expenses are supported with advertising funding approximately half of the cost. The Fall 2006 issue was the longest to date at 120 pages. It was the annual symposium issue with extensive coverage of the 2006 IEEE International Symposium on EMC in Portland. The IEEE billed \$19,733 in ad revenue of which the EMC Society received \$10,261.16. The total cost to publish, print, and mail the Fall 2006 issue was \$27,184. The Winter 2007 issue is 84 pages. It has a special section on the EMC Anniversary activities in Hawaii. Flavio Canavero has taken over as Technical Editor with this issue. He continued with two practical papers that Bob Olsen had already put through the review process. On general information related to the Newsletter, Ms. O'Neil plans to attend the IEEE Panel of Editors meeting that will be held on April 27 and 28 in Chicago. For the Spring issue this year, this will be mailed shrink wrapped with the EMC 2007 advance pro-



PHOTO BY GHERY PETTIT

EMC Society President-elect Elya Joffe (foreground) of KTL Project Management prepares for the start of the March Board meeting.



PHOTO BY JANET ONEIL

Todd Hubing of Clemson University leads a Long Range Planning exercise for his small group held during the Board meeting.

gram to save on printing and mailing costs. Next, Perry Wilson, Editor in Chief of the Transactions on EMC, noted his appointment as EIC began Jan. 1, 2007. There was a slight delay (several weeks) by the IEEE in setting up the EIC and Managing Editor access for him in Manuscript Central. The access seems to be working fine now; however, he begins with a backlog of paper actions. His report noted there were 302 papers submitted in 2006. Through Feb. 22, 2007 there have been 37 papers submitted. If the 2007 submission rate holds, 0.7 papers-per-day, we can expect 248 submissions in 2007. Splitting the difference gives an estimate of 275 papers for 2007. This figure should be reasonable. He does not have an accurate figure for the acceptance/rejection rate, but 50% is a start. If 138 papers were accepted with an average length of eight pages, this would predict 1104 pages. The 2007 page estimate is 1016 pages in four issues. This includes Special Issue and administrative pages. This would suggest that the acceptance rate must be lower than 50%. How to control the acceptance rate is a topic he plans to discuss with the Transactions Advisory Board. He also welcomes input from the BoD. He is targeting 1000 pages in four issues for 2008. Mr. Wilson has contacted all of the current Associate Editors (AE). Most have agreed to continue; however, he must replace four AEs this year. Ideally, the technical distribution of the AEs and reviewers should reflect the technical distribution of the paper submissions. For 2007, there will be a Special Issue Honoring the 50th Anniversary of the IEEE EMC Society (Co-Editors F. Canavero and P. Wilson). Distinguished members of the Society have been invited to contribute technical review papers with a historical and, if possible, personal perspective. The goal is the May issue. Lastly, Mr. Wilson has initiated the 2006 Transactions Best Paper selection process with an email to the AEs and the Advisory Board soliciting nominations. On the

EMC Society website, Mr. Pettit is working with the Webmaster to resolve broken links and other issues with the website. IEEE Press Chair, Ray Perez, next presented a financial report on royalties, which will be available in August. Related to "Books in Progress," Elya Joffe/Kai Sang Lock (Israel/Singapore): *The Grounds for Grounding - Grounding from Circuits to Systems*, the book is being finished. Seven chapters of the book have been received and already independently reviewed. Feedback has already been sent to the authors. There are no books in production. Related to new business, a book proposal was received and independently reviewed. The book proposal was deemed of good quality. The author has been notified of the good results. The committee continues to search for potential authors. The effort is being directed to niche areas that have not received previous attention. In closing his report, Mr. Pettit announced Dave Staggs has resigned as Public Relations Coordinator, since he is absolutely overloaded with the VP of Member Services work.

STANDARDS SERVICES

Don Heirman, Vice-President for Standards, presented his report noting Standards activity covers three major areas: The Standards Education and Training Committee (SETCom), the Standards Advisory and Coordination Committee (SACCom), and the Standards Development Committee (SDCom). The SETCom chair is Qiubo Ye and the vice-chair is Professor Johan Catrysse. The SACCom Chair is Dave Guzman of RF Tek in Raleigh, North Carolina. The SDCom continues to be chaired by Stephen Berger. All committees held meetings in Red Bank, NJ. To summarize, the SETCom reviewed the status of the tutorial for Hawaii. They suggested packaging a standards tutorial for presentation to Chapters

"when you're down to the wire."



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IEEE publications staff member Mark Vasquez, (left) joined Dan Hoolihan of Hoolihan EMC Consulting for a sidebar discussion of the IEEE Transactions on EMC available via Xplore during a break in the Board meeting.

in addition to what is given at the annual symposium. They are working to develop a questionnaire to solicit what EMCS members want in standards training. They will focus on how to get more people involved with EMCS standards activities and continue Newsletter articles. The SACCom plans to "reinvent" the committee to provide bi-directional interactions including: EMCS presentations at liaison organizations, advertising that liaison organizations are welcomed to participate in EMCS standards activities, and sort out liaison reps who are not active. Lastly, the SDCom is working on Broadband Power Line Communications (P1775), which is a joint effort among ComSoc, PES, and EMCS. Communication with P1775 on EMC issues is improving but not perfect. SDCom is concerned that the P1775 standard is FCC/US-centric. There are technical concerns related to in-situ measurements (e.g. three typical systems in the US vs. individual measurements in most of the world). An ad hoc Working Group was formed to develop position and response to P1775 (C. Brench Chair) to include: processes by which SDCom will determine whether the P1775 standard is ready for ballot and how that will be handled with the other two societies. SDCom voted to recommend E. Hare as Vice Chair of P1775 to represent the EMCS. The following is the status report of standards: MIL Std 469 (Radar EMC) - still awaiting withdrawal; ISM measurements (Std. 139) - standard is current; TV emission measurements (Std. 187) - reaffirmation ballot in progress; Shielding Effectiveness (Std. 299.1) - new. No report received, Secretary to follow up; EM site survey (Std. 473) - New chair V. Arafiles; need new PAR - 80 percent or so completed. No action since last meeting. Secretary to follow up; RF Intrusion (Std.475) - current; RF absorber evaluation (Std. 1128) - current; VDT emission measurements (Std. 1140) - current.

MEMBER SERVICES

Dave Staggs presented the report on Member Services. He introduced Bruce Archambeault, Awards Chair, who noted that all new award proposals submitted by EMCS have been approved, including the new "Sustained Service" award which is given to EMC Society members who have contributed significantly to the success of the Society over a very long period of time. Mr. Archambeault reviewed the award nominations received for presentation at the 2007 IEEE International Symposium on EMC. Mark Vasquez, IEEE Publications, next presented his report on Xplore as related



EMC Society President Andy Drozd of Andro Computational Solutions joins Board members Takeo Yoshino and Dave Staggs (from left) for lunch during a break in the Board meeting.

to Transactions on EMC and EMC Symposium papers. The Board approved adopting the SDML offering proposed by IEEE for year 2008 membership; access on the first year will be free with a fee TBD applicable to 2009 for this access. Dan Hoolihan supported this noting that the symposium papers are often of more value to the working EMC engineer than the Transactions papers. He advised that there are three years missing in the 1966-2007 years of the Transactions on EMC available via Xplore. On the Distinguished Lecturer (DL) Program, no report was received from Chair Jim Drewniak; he continues to search for an additional two DL candidates from Regions 1-7. Next, related to Chapter Activities, Chair Francesca Maradei noted the following inaugural meetings took place recently: Galveston Bay/Houston EMC Chapter - November 9, 2006, Hong Kong EMC Chapter - December 2, 2006 (they recently requested Angel funds) and Czech Republic Chapter - December 8, 2006. The Columbia Chapter was approved on February 1. Dr. Andres Paves is the Chairman. Chapters under construction include: Fort Worth, Texas; Central Valley of California; Salt Lake City, Utah; Dayton, Ohio; Vancouver, BC, Canada; Mexico City; Thailand, Bangalore and Hyderabad, India. A potential new chapter is being considered in Argentina and Algeria. The next Chapter Retreat will take place on July 9 in Honolulu, Hawaii in conjunction with the symposium. Related to the Fellow Assistance/Evaluation Committee, Chair Heyno Garbe reported there are two Fellow Candidates for the Class of 2008. He suggested promoting that the web page is only open for nominations for a short period of time so people can plan accordingly. He will write an article about this for the Summer 2007 EMC Newsletter. On Fellows Evaluation, Bill Duff reported that the EMC Society had nine candidates and five were elected to Fellow in 2007. That is a record for the most Fellows in one year. Related to Membership, Colin Brench reported that the EMC Society had 4,114 members at the end of August 2005; this number was 3,995 at the end of August 2006. The total current membership is 3,581, down 3% from last year. Typical turnover is 600 members per year in/out. IEEE membership is up 2%, while individual Society membership is down 2.5%. Fred Heather is working on a revised survey form for 2007, keeping in mind not to make too many changes and implementing an "on line" version. Related to the EMC Society Photographer, Ken Wyatt is making plans for the EMC 2007 symposium and assembling a team of photographers to cover the many events at this anniversary symposium. He continues to support the



John LaSalle of Northrop Grumman, IEEE staff member Mary Ward-Callan, Managing Director, Technical Activities, and Barry Wallen (from left) of Andro Computational Solutions are ready for the Board meeting lunch break. Mr. LaSalle is the Society's Assistant Treasurer while Mr. Wallen is the Society's Vice-President for Conferences.

Newsletter with cover photos and images. Mr. Staggs noted that Bill McGinnis has resigned his position as PACE chair. Despite his attempts at promoting this program, he has received little feedback and, thus, no longer wishes to continue in this position. Anyone interested in this position should contact Mr. Staggs. In closing the Member Services report, Mr. Staggs noted no report was received from Fred Heather on the travel assistance program.

TECHNICAL SERVICES

John Norgard, Vice President for Technical Services, presented his report. He advised that the Chair of the Technical Advisory Committee (TAC) is Bob Scully. Over 340 papers were received for EMC 2007. Paper acceptance/rejection letters were distributed on February 15. 242 papers were accepted. Two rounds of reviews were conducted which took more time, but resulted in some very good papers being accepted. All authors are required to register in order to have their material included on the symposium proceedings CD. The report includes a graph showing the number of papers reviewed by each TC. TCs 4 (EMI Control) and 9 (Computational EMC) had the highest number of papers submitted. TC 2 (EMC Measurements) was close behind. TC 3 (EM Environment) needs attention due to low activity the past few years. Regarding the software for evaluating the papers for the annual symposium, Mr. Norgard advised that they are exploring options for upgrading the existing software or purchasing new software. IEEE's Ann Burgmeyer is the point of contact on the IEEE "Conference Explorer" software. The committee is also investigating the software used by the MTT Society, "Technical Paper Management System"; the point of contact on this is Jeff Pond. The TPC of EMC 2007 with John Norgard and Bob Scully will meet following the Board meeting to discuss EMC 2008 and the paper review process planned. Mr. Norgard noted that a new "umbrella" Technical Committee is under consideration. It involves new or emerging technologies related to EMC, such as nano-technology and waveform diversity, to name a few. The Board's input was solicited on this potential Emerging Technologies Committee (ETC). Fred Heather gave his report as Chair of the Representative Advisory Committee (RAC). Open positions are the Society on Social Implications of Technology (SSIT) and the IEEE-USA Energy Policy Commit-



Bob Scully (left) of NASA and Bruce Archambeault of IBM appreciated a lighter moment during the lunch break at the March Board meeting in Red Bank, New Jersey.

tee. Anyone interested in this position should contact Mr. Heather. Education and Student Activities Committee (ESAC) Chair Bob Nelson has advised that they do not have any candidates for the University Grant award in 2007. They awarded one grant of \$10,000 and one grant of \$5,000 in 2006. The Student Paper Contest and Student Design Competition entries are in receipt and being evaluated. There were 10 requests for design kits this year. The speakers for the Fundamentals of EMC workshop will present material which complements the Global EMC University program presented at EMC 2007. The speakers and topics have not been defined at this time.

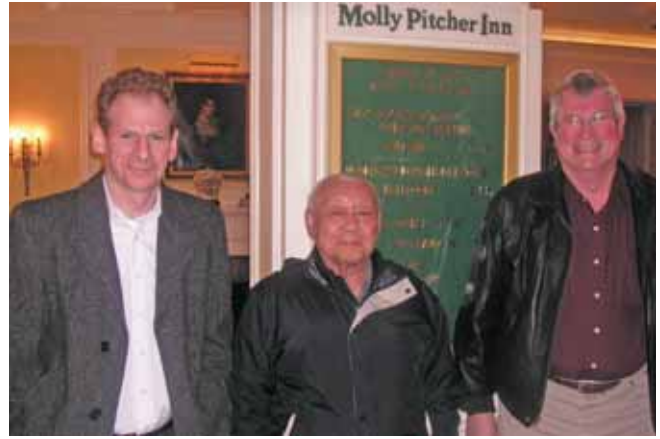
CONFERENCE SERVICES

Barry Wallen, Vice President for Conferences, presented his report. The Board approved technical co-sponsorship of the Quniten China EMC conference in April 2007, provided this is approved by the Technical Advisory Committee. In summarizing recent EMC Symposium activity, the un-audited results of EMC 2006 show a surplus of \$338,752. Peter Curtis at the IEEE provided these numbers. The audit paperwork has been submitted and the audit should be completed in 45 days. Delays in completing this within six months of the Symposium date appear to be due to delays at IEEE and not the Symposium committee. On EMC 2007, Chair Janet O'Neil reported on the following activities since the last Board meeting in November: Jim Blaha (Publicity Chair) has worked with Sue Kingston to ensure all the trade magazines we barter with have published one of our symposiums ads. Fred Heather created an exhibitor newsletter that promoted the symposium and the benefits of exhibiting. This was sent to all exhibitors and posted to the website in January. They are working on another newsletter now. EMC 2007 brochures were sent to Heyno Garbe to distribute at the EMV show in Germany this week. Brochures and other material will be sent to EMC Japan over April 18-20 and EMC Beijing on May 7. Janet drafted a press release about the symposium and sent this to Sue Kingston to distribute to the trade magazines and exhibitors. A copy is included with this report. Regarding the host hotel for EMC 2007, the room block at the Hilton Hawaiian Village is now sold out. An overflow hotel has been contracted. This is the Ala Moana hotel. On the Technical Program, the website began accepting papers on November 1.



EMC Society immediate Past President and EMC 2008 Symposium Chair, Kimball Williams (left) of Denso America, met with Jim Blaha of Ingenium Testing, Publicity Chair for the EMC Society Conference Committee, prior to the Board meeting to review plans for the EMC 2008 Symposium brochure.

There have been a few glitches and these are being addressed. The paper deadline was December 15. A record 300 plus papers were received! The author breakdown was geographically diverse with 30% of the authors being from Asia, 31% from the US, and 39% from Europe. Many papers were reviewed twice this year to ensure only the highest quality were accepted. The technical committee is working to get the paper titles, authors and their affiliations, and abstracts from IEEE so this can be posted to the EMC 2007 website. Logistically, there is space at the convention center for seven parallel sessions. The workshop and tutorial proposals were due December 31. Again, a record number were received with approximately 70% of those submitted being accepted. The workshops and tutorials are shown on the EMC 2007 website. President Leah Jamieson has accepted the invitation to attend and present the keynote speech as well as present the 2007 IEEE Electromagnetics Award to Carl Baum and the 2007 IEEE Undergraduate Teaching Award to Clayton Paul. Todd Hubing, Don Heirman, and John Norgard are working together to determine the best way to acknowledge these gentlemen within the technical program. Ms. Jamieson will also present this year's Fellow Awards. Registration was launched live in mid January. Registration numbers will be reported at the Board meeting. Ghery Pettit will prepare a report that compares attendance of the registrants by country of origin at each symposium since 2003. The expectation is that Hawaii will show the greatest geographic diversity in attendance of all EMCS symposiums. Publications is gearing up now in gathering material for the advance program. This will be a separate document that is mailed with the Spring 2007 EMC Newsletter. Ad sales are already brisk for the advance program. Bonnie Brench is editing the technical program material so there are no errors and it is professional in appearance. A CD ROM only will be provided of the symposium proceedings, including the workshop and tutorial presentations. The workshop and tutorial notes only, however, will be distributed as a print copy, double-sided, in black and white (color images will be available on the CD ROM, however). The CD ROM symposium proceedings and print copy of the workshop notes are included in the full registration fee. Arrangements is looking at the logistics of



Following the Board meeting, Lee Hill of SILENT, Takeo Yoshino, and Ghery Pettit of Intel, EMC Society Vice-President for Communications (from left), braced for a cold weather walk to dinner.

the space, coordinating the Children's Program, and determining the A/V requirements. There is a lead on A/V donations being explored. Exhibitors are slowly booking booth space. As of March 2, there are 146 booths reserved; this compares to 185 booths reserved for the Portland Symposium at this same time before the symposium start date last year. Booth sales are definitely trailing behind Portland at this point. The committee has contracted with IEEE Media to help in booth sales and is making a push to promote booth sales at two upcoming EMC conferences; one in Japan and one in China (Beijing). The committee is working with Dan Hoolihan on the "museum" of "antique or significant" EMC test and measurement equipment and memorabilia in the exhibit hall to attract attendance. Longtime exhibitors will contribute some of this equipment. Hospitality is pursuing the social programs working alongside with IEEE. Record companion attendance is expected in Hawaii. The welcome reception was relocated from the beach to a ballroom at the hotel since the beach area/lagoon is under renovation. On the Companion Tours, these have been finalized and are posted to the website. Related to EMC 2008, teleconference meetings continue monthly. They are submitting a draft budget for EMCS BOD consideration. A meeting with Elsie Cabrera and Sue Kingston and the EMC 2008 Committee is planned for the evening of April 3, 2007. They are expecting representatives from the Renaissance Marriott, Cobo Hall and Detroit Visitors Bureau to attend. RFQ's are out for Brochures, flyers, posters, magazine ads, displays, PowerPoint presentations, and a possible video. On EMC 2009, Chair Dave Staggs reports IEEE Insurance and Information Schedule forms are complete and submitted to IEEE CMS. The contract between the IEEE and the Austin Convention Center has been signed. A \$1,000 deposit has been provided to the Convention Center. This \$1,000 is a loan from the EMCS to the Central Texas Chapter. A new contract between the IEEE Conference Management Services (CMS) and the Central Texas Chapter of EMCS is being developed. A preliminary budget was completed and presented to the Board of Directors at the November 2006 BoD Meeting. The host hotel contract has been signed. The Austin Convention Center contract is signed and a deposit has been made. The symposium committee has begun work on a contract that can be used with IEEE CMS or with an outside conference management firm. A current listing of the Symposium Committee shows: General Chairman David Staggs, Vice Chairman Richard Worley, Secretary Michael Royer, Treasurer Patrick Webb, Technical Program

Michael Foegelle, Exhibits/New Product Presentations Mark Prchlik, and Publicity (Public Relations) Glen Watkins. On EMC 2010, Chair Fred Heather advised there was no significant activity to report at this time. On EMC 2011, Chair Ray Adams advised IEEE Insurance and Information Schedule forms are being submitted and convention and hotel contracts are being solicited. Janet O'Neil, as exhibitor liaison noted there was no significant activity to report since the last meeting. Regarding regional conferences in Regions 1-7, Janet O'Neil reported that the following tabletop shows are planned for 2007: March 27 in Milwaukee, Wisconsin; May 3 in Detroit, Michigan; May 15 in Chicago, Illinois and June 12 in Waldorf, Maryland. Regarding Region 8, Frank Sabath reported on the following: Cooperation with EMC Europe: He sent an e-mail to Johan Catrysse briefing him on the results of the May meeting between EMCS and EMC Zurich. Generally, Johan welcomes a closer cooperation between EMCS, EMC Europe and EMC Zurich. As chair of the ISC of EMC Europe, he sees a good chance for establishing a joint review board serving EMC Europe and EMC Zurich. Retention of Records of Co-Sponsored Symposia: He has contacted the representatives of the library of the Otto-von-Guericke-University and continued to discuss and negotiate details of a MoU. At the moment, the list of proceedings is the critical point of discussion. Additionally, he asked Elya Joffe to provide a list of proceedings that will be part of the MoU. There is nothing new to report on this since August 2006. Mr. Sabath's report included a listing of EMC conferences that will take place in Region 8. The next Region 8 Workshop will address Electromagnetic Compatibility: Safety, Reliability and Security of Communication and Transportation Systems, over June 14 - 15 2007, Paris (France). The IEEE France EMC Chapter as well as the IEEE Benelux EMC Chapter supports this Workshop by EMC Europe. Regarding Region 9, Janet O'Neil reported that there are no plans for an event for the balance of 2007, and no plans are in place for one in 2008. A new person for this position is being sought that is based in Region 9. Lastly, regarding Region 10, Shuichi Nitta presented a report that included a list of EMC conferences in his region.

EMC SOCIETY 50TH ANNIVERSARY COMMITTEE

Dan Hoolihan presented his report. This provided details on the ongoing work with the IEEE History Center, the digitization of EMCS Records, articles in the EMC Newsletter, the power point presentation and the "official" celebration on Friday, July 13 in Hawaii.

UNFINISHED BUSINESS

Kimball Williams presented information on these topics: BoD Policy Archives, Document Configuration and Management, Officer & BoD Job Descriptions/Duties, Past Presidents e-mail list server.

NEW BUSINESS

The following items were discussed or presented:

Nominations Committee

Kimball Williams noted that a nominations committee is required by April 1. President Drozd approved the appointment of Elya Joffe, Dave Staggs, and John Norgard as members



PHOTO BY GHERY PETTI

Red Bank, New Jersey "locals" Lois and Don Heirman of Don HEIRMAN Consultants recommended a great restaurant for dinner following the Board meeting. Mr. Heirman is the Society's Vice-President for Standards.

of the committee. A slate is required to IEEE by July 15.

2007 Board Meetings

The following meeting dates and locations were confirmed: July 7 and 12, 2007 in Honolulu, Hawaii in conjunction with the annual Symposium and November 8-10, 2007 in Fort Lauderdale, Florida.

2008 Board Meetings

Incoming President Elya Joffe proposed scheduling the 2008 Board meetings for March in Salt Lake City, May in Greenville, SC, August in Detroit in conjunction with the annual Symposium, and November in Mexico City.

Hawaii Special Tour

Takeo Yoshino presented an opportunity to view the radio astronomy observatory on the big island of Hawaii this July following the annual Symposium. Dan Hoolihan will help with the tour details.

New Global IEEE Membership Model

IEEE staff presented information on new activity related to membership.

New IEEE Media Packages

IEEE staff presented new information on educational and distance learning opportunities, such as via IEEE.tv

ACTION ITEM REVIEW

Secretary O'Neil reviewed the action items discussed during the meeting. An updated, consolidated list of action items will be sent to the Board following the meeting.

ADJOURNMENT

There being no further business, the meeting adjourned at 5:10 pm.

Submitted by:
Janet O'Neil

Secretary, EMC Society Board of Directors