

IEEE Product Safety Engineering Society



Meeting of the Board of Governors November 8, 2017

Committee Members:

John Allen, Kevin Ravo, Mark Maynard, Dan Arnold, Daniece Carpenter, Mike Nicholls, Stefan Mozar, Mariel Acosta Geraldino, Silvia Diaz Monnier, Steli Loznen, Thomas Lanzisero, Bansi Patel, Grant Schmidbauer, Harry Jones, Ken Kapur, Steve Brody, Fabio Furlan, Don Gies, Jeff Pasternak

Participants

John Allen, Kevin Ravo, Mark Maynard, Dan Arnold, Daniece Carpenter, Mike Nicholls, Stefan Mozar, Mariel Acosta Geraldino, Silvia Diaz Monnier, Steli Loznen, Bansi Patel, Grant Schmidbauer, Harry Jones, Ken Kapur, Steve Brody, Fabio Furlan, Don Gies, Jeff Pasternak

Guests:

Mulin Marks, Michael Anderson
Lei Wang , Daren Slee,

Call to order __8:01__ am Eastern USA time
Adjourn __11:38__ am Eastern USA time

Welcome:

- No items to added to the agenda
- Approval of Agenda – so moved and motion passed

Housekeeping and Secretary's Report:

- Approval of previous Meeting Report – so moved and motion passed

Past President's Report:

- Welcomed new people to the Board
- Will be submitting some additions to the Operation Manual for conducting the election

Acting President's Discussion:

- Will be attending the coming TAB meeting
- Want to discuss the safety list serve
 - Propose to allow members only
 - Discussed the number of people listed on the list serve versus the members of the Society and the great disparity.
 - Is this something that should be of value and should join the Society to access?
- Corporate cooperation
 - Looking for support, collaboration, funding
- Compliance 101
 - Will present a Compliance 101 at APEC in March, 2018
- Compliance 101 development – Ken is chairing the development committee
 - Discussed the audience target – target 3rd year engineering student
 - Make it modular
 - How do we distribute it to colleges and drive membership
 - Target date May for a road show
- EMC society MOU
 - Target to sign by TAB meeting
- Welcome to our new Board members
- Society Review Committee (SRC) is in February
 - Reminding everyone to target completion in December
 - Will have a separate meeting to review

Treasurer's Report:

- YTD finances are as expected
- Started working on a full year forecast
 - Need the Q4 travel and surplus numbers from Boston conference
 - May have some extra funds, but travel expenses are more than previously targeted
 - Discussed rules for end of year spending of surplus and carry over amounts
- Working on SRC review
- Working on successor training

Vice-President Reports

VP Technical Activities:

- Environmental TC interest
 - Propose a free year of membership to increase interest
- Requesting an article on software compliance for IoT
- Planning a one day event jointly with other IEEE Societies and INTI



Technical Activities
Report Nov 2017.doc

- Technical Activities Report: _____

VP Communications:

- Newsletter
 - Need content – have enough for next 2 issues
 - Target date for next issue is November 17
- Series on the Board members
 - Requested bios on the next members to be spotlighted
- Proposed a template for TC reporting in the newsletter

VP Conferences:

- Completed 2 conferences this year, with a third planned
- Boston
 - Received many good comments on the Boston conference
 - 58 registrations
 - 50 full – 14 for one day – 12 special registrations
 - 26 presentations
 - Proposed a one day workshop for next year; perhaps develop it to an annual event
 - Action item: Steve to write an article about the Boston conference
 - Surplus estimate \$4K
- Taiwan conference – ISPCE Asia
 - 26 presentations
 - Planned for late December
 - Received a grant for the Taiwan government to support conference
- 2018 ISPCE
 - Raffle items – propose that the top items are not eligible to Board members, but minor items will be
 - Soliciting ideas for raffle items for next year

VP Member Services:

- New member initiative
- Virtual Chapter
 - Working on the date to hold the first meeting
- Senior members
 - 9 new senior members
 - Have 2 new candidates
- Chapter report
 - Murlin is stepping down as Chapter Coordinator, so position is open
 - Interest for new chapters in 6 locations
 - Demand for joint chapters



Status Report
nov_17_MAG.docx

- Member Services Report: _____

LIAISON Reports

- Stelli
 - Joint events in region

Old Business

- iNARTE
 - Has been tabled; have not signed the MOU;
- ISPCE
 - Discussion on I of ISPCE means international or IEEE?
- Discussion of branding and marketing

New Business

- Propose 2 new initiatives
 - Development of new publication
 - Could we use some of the well-developed articles in the newsletters
 - Education activities
- Social media
 - We have a person responsible for promoting items to social media
 - Any promotional material can be sent to Mike Nicholls
- Fellows
 - Discussion of Fellows nomination process

Working items topics

Website review – Our website is a critical part of communicating to our members, attracting new members and many times people's first experience with the Society. Please go through the website ahead of the meeting as much as possible and bring your notes with errors, missing items, out dated items, suggestions, etc.

Search – PSES and ISPCE comes up in the top items on Google search

Comments

PSES logo at top does not match the logo at the bottom

iNARTE logo is at the bottom of the page – delete it

Calendar – Boston symposium is not on the calendar; Mike stated that it was on the calendar

Can we send the calendar event to a distribution list?

Changes to page need to be sent to Julia

Some people commented that it is too flashy and wants a simpler website; perhaps put a button to go to a simpler version

Membership – need a prominent button to join the Society

Home page – propose to tighten up the home page

Relocate the pictures to another section

Have a section of the important activity

Newsletter page

Relocate the most current to the top of the page

Top banner

Move About PSES closer to Home

Presentations

Can we make the presentations available on the web?

Purpose of website

Information for members

Generate interest for potential new members

Have media consultant at symposium

Pictures need captions

Symposium

Call for papers for all conferences on website

Committee:
Mike, Don, John

Concluding Remarks

None

Adjourn 11:38 AM

Next Meetings

SRC review December 5

For Reference BoG meetings are noted below:

All Day Board Meetings - 2017

- 2017 Symposium – May 7, 2017
- 2017 Boston SPCE - November 8, 2017

Monthly Web Conferences

2017 - First Tuesday of each month – 2:00 PM Central US time

- January 3 – no meeting
- February 7
- March 7
- April 4
- May 2 - Cancelled
- June 6
- July 19 (*July 4 is a US holiday*)
- August – *Summer Break*
- September 5
- October 3
- November 7 - cancelled
- December 5

Reminder – USA Daylight Saving Time ends on November 5