

**Attachments to the
Minutes
Board of Governors Meeting
IEEE Society on the Social Implications of Technology
(SSIT)
October 6, 2007 10:30 AM**

**IEEE Society on Social Implications of Technology
Board of Governors Meeting
Saturday, October 6, 2007**

**Room 369, Civic Square Bldg, Bloustein School, Rutgers University
33 Livingston Ave @ New St., New Brunswick, NJ 08901**

10:30 AM -4:30 PM

Clint Andrews Cell: 732-266-5886

- | | |
|----------------------------------|-----------|
| 1. Welcome & Introductions | Perusich |
| 2. Adoption of Agenda | Perusich |
| 3. Approval of Previous Minutes | Perusich |
| 4. President's Report | Perusich |
| 5. Past President's Report | O'Connell |
| 6. Directors' Report | Engelson |
| 7. Treasurer's Report | Stephan |
| 8. Publication's Report | Loui |
| 9. Conference Reports | Huffnagle |
| 10. Committee Reports | |
| Nominations | O'Connell |
| Fellows Committee | Foster |
| Membership | Open |
| Student Membership | Cagin |
| Distinguished Lecturers | Rochester |
| Virtual Community | Andrews |
| Chapters / GOLD | Anesta |
| Awards | Rochester |
| Ethics | Unger |
| PACE | Plonsey |
| Society Development Committee | open |
| Educational Activities Committee | open |

11. Old Business

12. New Business

TAB Meeting-November-Boston

13. Next Meeting & Adjournment

TBA

Karl Perusich

From: Perusich, Karl A [perusich@purdue.edu]
Sent: Thursday, September 27, 2007 4:10 PM
To: perusich@sbcglobal.net
Subject: FW: IEEE Society for Social Implications of Technology

-----Original Message-----

From: d.hurley@ieee.org [mailto:d.hurley@ieee.org]
Sent: Thursday, September 27, 2007 4:09 PM
To: Perusich, Karl A
Cc: R.Jannuzzi@ieee.org
Subject: Re: IEEE Society for Social Implications of Technology

Hi Karl,

In order of your questions below:

- 1) TAB Support is based on each S/Cs share of the package product revenue (ASPP and Conference Pubs). If SIT transitions to a council this should have no effect on their portion of TAB Support. Direct Infrastructure (DI) is driven by three metrics 1) members/subscribers 2) headcount 3) expenses. Since SIT has no headcount, the only two factors that drive DI would be the number of subscribers to the publication (for councils) and expenses. Since the amount of expenses and subscribers would most likely not change dramatically, I don't see a large impact, if any, on SIT's portion of DI. Beginning in 2008, a percentage of package product revenue will be used to fund indirect infrastructure (II), and there will no longer be a separate Indirect Infrastructure line within your budgets. Therefore, there will be no effect on II.
- 2) Yes, a council can have reserves. Currently, all of the councils we have (5), retain their reserves.
- 3) No, that deficit is deducted from your reserve balance.
- 4) Unless, SIT expects to have a large increase in subscribers due to possibly a larger audience, then you may experience an increase in subscription revenue. But this can also be achieved by offering your publication to all IEEE members and Society affiliates. Since SIT already has a General Interest rate, I don't expect this to have a large impact on subscribers. Also, as the number of subs go up, your portion of DI would rise. Also, since SIT does not currently support adcom related expenses, you most likely will not see a large decline in Committee & Other expenses. Some councils do have an agreement in place for funding from their sponsoring S/Cs for the first year up to three years. This is dependent upon the agreement of all parties involved.

Please contact us if you have any questions.

Best,
Denise

Denise M. Hurley
Manager, Finance & Administration
IEEE TAD Finance
445 Hoes Lane
Piscataway, NJ 08854
(P) 732-562-3855
(F) 732-981-1769

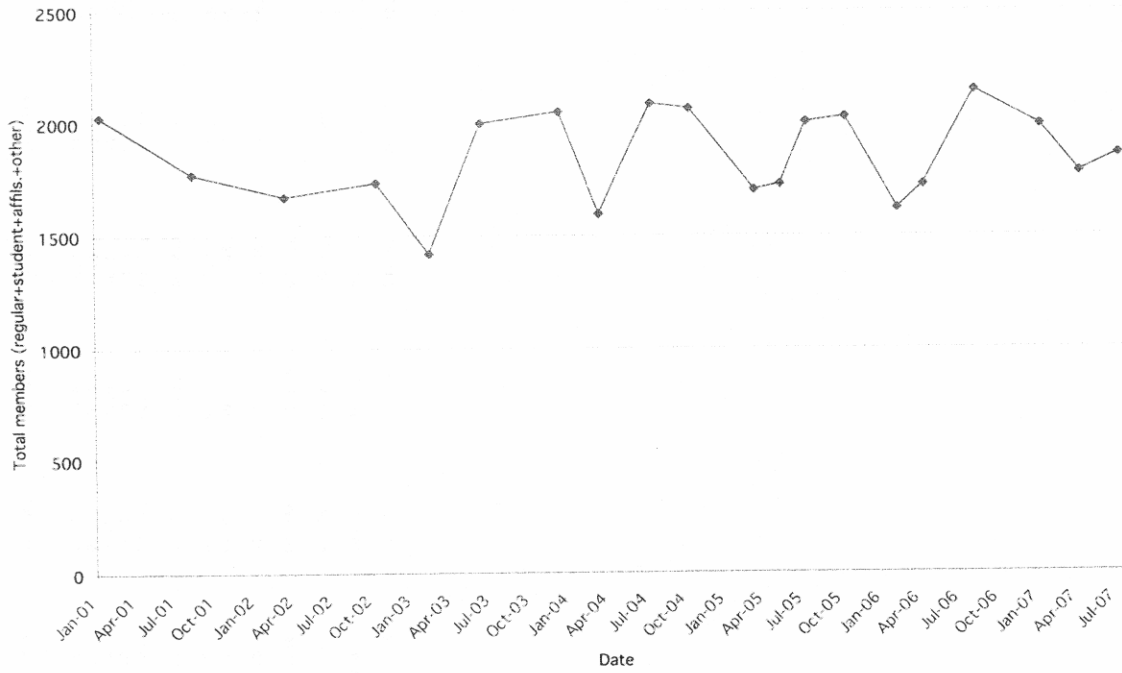
IEEE SSIT BOG Meeting 10/6/2007

Treasurer's Report

Membership as of 31 July 2007:

Regular: 1490
Student: 138
Affiliate: 20
Other: 206
Total: 1854 + 695 arrears = 2549

SSIT Total Membership vs. Time



IEEE
 SOCIETIES & COUNCILS
 Current Period: AUG-07

Date: 07-SEP-07 09:32:47
 Page: 1

currency USD
 Business Unit=0300 (Social Implications of Tech)

| NAME | I N C O M E | | | E X P E N S E | | | N E T S U R P L U S (D E F I C I T) | | | |
|----------------------|------------------|---------------------|--------|------------------|---------------------|--------|---------------------------------------|---------------------|--------|----------|
| | ANNUAL BUDGET | Y E A R T O D A T E | | ANNUAL BUDGET | Y E A R T O D A T E | | ANNUAL BUDGET | Y E A R T O D A T E | | |
| | | BUDGET | ACTUAL | | BUDGET | ACTUAL | | BUDGET | ACTUAL | VARIANCE |
| INVESTMENT RETURNS | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |
| PERIODICALS | 177.1 | 137.9 | 147.0 | 133.0 | 77.8 | 82.3 | 44.1 | 60.1 | 64.7 | 4.6 |
| NEWSLETTERS | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |
| NON PERIODICAL SALES | 0.2 | 0.1 | 0.0 | 1.1 | 0.8 | 0.7 | -0.9 | -0.6 | -0.7 | -0.1 |
| MEETINGS/CONFERENCES | 89.3 | 14.7 | 2.0 | 18.9 | 12.6 | 0.2 | 70.4 | 2.1 | 1.8 | -0.3 |
| GRANTS | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |
| ADMINISTRATION | 0.0 | 0.0 | 0.0 | 187.5 | 50.0 | 49.8 | -187.5 | -50.0 | -49.8 | 0.2 |
| COMMITTEE/OTHER | 0.1 | 0.1 | 0.0 | 45.7 | 30.5 | 7.0 | -45.6 | -30.4 | -7.0 | 23.4 |
| TOTAL | 266.8 | 152.8 | 149.0 | 386.4 | 171.7 | 140.0 | -119.6 | -18.9 | 9.0 | 27.9 |

Publications Committee Report
IEEE Society on Social Implications of Technology

IEEE SSIT Board of Governors Meeting
October 6, 2007

Michael Loui, committee chair
Joseph Herkert and Keith Miller (ex officio), Ronald Kline, Katina Michael,
Karl Perusich (ex officio), committee members

1. Technology and Society magazine operations

Twenty-four papers were submitted for regular issues of *T&S* in 2006 (compared with 23 in 2004 and 30 in 2005). Of these, 5 were accepted with revisions, 6 were rejected following review, 4 received “revise and resubmit reviews” (one of which was accepted following resubmission, another of which was rejected following resubmission, and one of which is undergoing a second review), 6 were rejected without review, and 3 were accepted as unreviewed features. In addition, an overflow paper from the March 2007 special issue was accepted and two papers were accepted after receiving “revise and resubmit” reviews in 2005. Despite the drop-off in unsolicited manuscripts from 2005, the current backlog of 2006 papers is healthy (2 or 3 papers, not including the December 2007 issue, which is in production).

Keith Miller has assumed responsibility for the review of papers submitted in 2007. So far in 2007, 21 papers have been submitted for peer review for regular issues of *T&S*. Of these 21 submissions, 2 have been accepted awaiting minor revisions; 2 were favorably reviewed, but will require more substantial revisions and will be resent to the original reviewers; 2 were rejected by the editor without peer review as inappropriate for *T&S*; 2 were returned to the authors with a request to make the submission shorter before peer review; 6 were rejected after peer review; 7 papers are awaiting reviews.

Plans for future special issues:

| | |
|----------------|---|
| December 2007 | Special section: Ethics Education and Liberal Education for Engineers |
| March 2008 | Potentials and Limits of Cooperation in Fourth Generation Wireless Communications |
| September 2008 | ISTAS'07 special issue |
| March 2009 | Engineering Volunteerism |

Two special issues are under development:

- *The social impact of intelligent, autonomous agents on engineers and engineering.* Possible guest editors have been contacted, and details are still under discussion
- *International focus:* The social contract between computing professionals and society in different cultures. This may be adjusted in order to accommodate a professionalism / legal emphasis. A possible guest editor has been approached, and other possibilities are being explored.

Another special issue theme is under consideration for the future:

- *Moral exemplars:* Based on work by Chuff Huff and others, this issue would focus on people in engineering who are, by Huff's criteria, moral exemplars. This notion includes the idea of different type of exemplars. For example, Huff's research identified two types: craftpersons and reformers. Huff's work so far is with computing professionals, but the special issue would broaden this focus to engineers in several fields.

2. *Technology and Society* magazine associate editors

Sarah Pfatteicher of the University of Wisconsin has generously agreed to remain an associate editor, at least for now. New Editor Keith Miller is drafting a letter to Jun Fudano of the Kanawaza Institute of Technology in Japan to become a second associate editor. He has discussed the associate editor position with several other international scholars, but has not made any decisions about formal invitations except for Dr. Fudano.

3. Renewal of contract for managing editor

Attached is the proposed renewal of the contract with managing editor Terri Bookman. The Publications Committee has reviewed the proposed new contract and recommends approval with no changes.

4. Electronic newsletter

Publication dates for the e-newsletter are set to coordinate with the BOG meetings (so minutes are available). The next issue is scheduled for late October or early November. Items for the e-newsletter should be sent to Karl Perusich (perusich@sbcglobal.net).

5. Greetings from Katina Michael

Next month we are hosting the 2nd Workshop on the Social Implications of National Security. We have 14 accepted papers which will be presented on the 29th of October. I hope some of these will be forwarded to IEEE Tech & Society for amendment/re-review. The review team consisted of Professors mostly from Canada and the US and Down Under (e.g., David Lyon, David Brin, L. Jean Camp, etc).

I have tried through my network here in Australia to encourage more quality papers to the Magazine. I expect at least 5 of these (separate to the workshop above) to come through early next year. I've targeted a mix of PhD candidates and research academics.

Conference Committee Teleconference Meeting Minutes

1:00- 2:45 EDT, 2 October 2007

Present: Gene Hoffnagle (Chair), Susan O'Donnell, David Hassenzahl, Clint Andrews, Janet Rochester

After approval of the agenda, the following items were discussed.

ISTAS 07: One financial item remains to be cleared. The CD for IEEExplore is complete; papers for the T&S special issue are in review. The conference will have a surplus of about \$1500.

ISTAS 08: Registration will be handled by IEEE through the conference web site. The web site has been updated and now shows videos of the site. A student has been assigned to support the conference. The call for papers will be sent out again. Susan will be applying for an IEEE New Initiatives grant to support videoconferencing at the conference. Initial discussions with the IEEE have been positive. Six notable Canadians have been invited as keynote speakers. Any who can not attend will be linked by videoconference so that all may participate in a discussion forum.

ISTAS 09: Brad Allenby at Arizona State in Tempe is interested in chairing a conference jointly with the Computer Society's International Symposium on Electronics and the Environment. Joe Herkert is also with Arizona State and is willing to work with Brad.

ISTAS 10: We discussed the merits and liabilities of holding the conference in the two proposed sites – Torino and Australia. We felt that two consecutive conferences out of the US would not be a good idea. If Torino is chosen, a Western Pacific Regional Conference might be an alternative to ISTAS in Australia.

Future conferences: A notice will be made in T&S and in the newsletter seeking volunteers to chair future conferences and also for suggestions of sites.

Linking with other conferences: We discussed the need to reach a wider audience, including engineers in industry. One option is to provide a track or tutorials at a larger conference that attracts these engineers. Some conferences have an "Industrial Track" that we might be part of. A Division VI or VI+ conference would also reach a wider audience. Some form of joint conference or a Division VI track (Professional Development) at a larger conference is an option. We need to determine who in SSIT has a suitable presentation or topic appropriate for a tutorial or workshop.

ISTAS 08 site visit: Gene had a successful visit to Fredericton. Coming in as a visitor he was able to identify where additional information might be necessary and other items that might enhance the experience of visitors. He recommends such visits in the future. The web site will be updated to provide clearer directions.

Financial strategy: The registration rates were discussed. Final rates will be determined next week. The goal is to have a surplus of 20%.

ISTAS Best Practices Handbook: We need a handbook for use by the General Chair so that he/she does not start from scratch for each conference. (We need to identify a person to take the lead on this.)

ISTAS08 website: <http://www.istas08.ca>

ISTAS08 Registration Fees:

| | |
|---------------------|-------|
| Member advance | \$395 |
| Nonmember advance | \$495 |
| Student advance | \$200 |
| Life Member advance | \$295 |
| Member regular | \$475 |
| Nonmember regular | \$575 |
| Student regular | \$250 |
| Life Member regular | \$350 |

Awards Committee Report to Board of Governors

New Brunswick, NJ, 6 October 2007

Janet Rochester

SSIT Distinguished Service Award

It is not too early to think of good candidates for this award and to start collecting relevant and supporting information. The deadline for submissions is 31 March 2008.

Barus Award

The Committee provided information to all board members for consideration and electronic voting on the nomination of Michael DeKort. The nomination was approved and Karl has written to Mr. DeKort letting him know of the award. We are working on the wording for the citation and public announcement and also on a suitable site for presentation of the award.

IEEE SSIT Chapters Report

Emily Anesta, SSIT Chapter Coordinator

October 2007

Most chapters seem to take a hiatus for the summer, and are just beginning to hold meetings for the 2007-2008 season. Reported chapter activity is in the table below, but many chapters have not yet reported meetings from earlier this year. Switzerland seems to be revitalizing, with some meetings this past spring listed on their web site. Japan and Boston seem to be particularly active based on e-mails and web site listings.

The Oregon Section has indicated that they are planning to form an SSIT chapter.

Professor Tariq Durrani, President of the IEEE Engineering Management Society is representing Division VI interests on a Region 8 Chapter Coordination Subcommittee. (Region 8 covers Europe, Middle East and Africa.) The objective of the subcommittee is to assist current chapters and stimulate the formation of new chapters. I have provided Durrani with information about the Swiss chapter, our only chapter in the region.

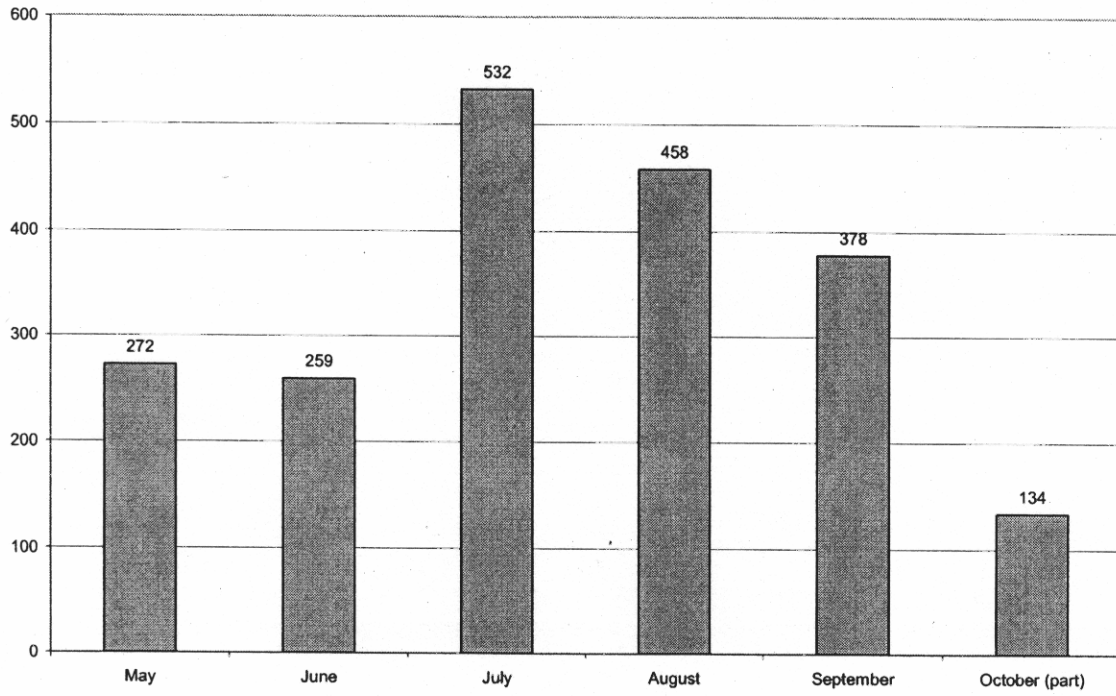
I sent the ISTAS 2008 CFP to all SSIT chapter chairs, suggesting they distribute the information to their membership and encourage their best chapter seminar speakers to participate.

Terri Bookman has been updating the SSIT web site with the latest chairperson contact information and links to chapter web sites. Photographs of some chapter activities have also been added to the chapter web page.

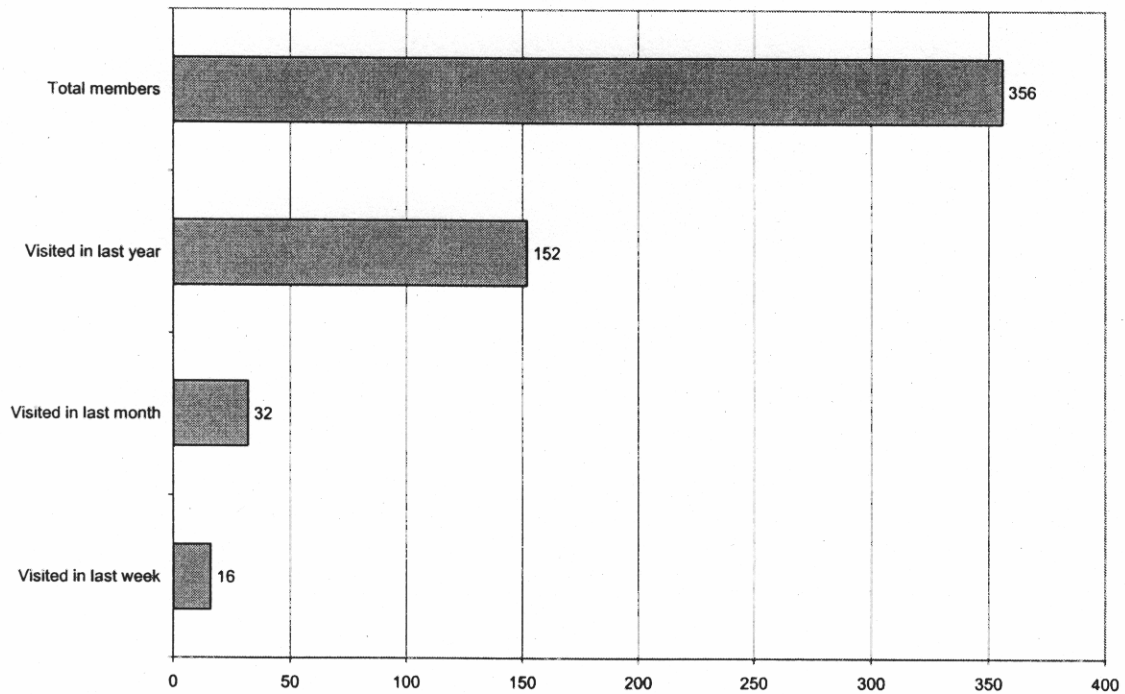
| Chapter | Region | Status | No. of Meetings (reported) | |
|--------------------------------------|--------|------------------------|----------------------------|------|
| | | | 2006 | 2007 |
| Boston | 1 | active (new in 2005) | 6 | 4 |
| Philadelphia | 2 | active | 0 | 0 |
| Pittsburgh | 2 | active (new in 2007) | n/a | 2 |
| Washington, DC/ Northern Virginia | 2 | active | 2 | 0 |
| Los Angeles | 6 | unknown | 0 | 0 |
| Santa Clara Valley | 6 | unknown | 0 | 0 |
| Ottawa | 7 | active (new in 2006) | 0 | 0 |
| Toronto | 7 | active | 5 | 2 |
| Switzerland | 8 | reactivating | 0 | 0 |
| W. Puerto Rico | 9 | active (new in 2006) | 12 | 0 |
| Australia | 10 | active (expanded 2006) | 14 | 0 |
| Tokyo | 10 | active | 16 | 0 |

IEEE SSIT Forum Report Clint Andrews October 6, 2007

IEEE SSIT Online Forum Use (page views, 2007)



Forum Membership



SSIT Distinguished Lecturer Program Report to Board of Governors

New Brunswick, NJ, 6 October 2007

Janet Rochester

Presentations since last board meeting:

Ken Foster gave two lectures at the Argentine section of IEEE in Tucuman, Argentina on 28 September. One lecture was "Possible Health Effects of Radiofrequency Radiation" and the second was to the Student Section on "Humanitarian Engineering: Engineers Without Borders" (focusing on service projects by US engineering students in developing countries). He also met informally with the students and with the Dean of the Engineering School.

I made a presentation to the GOLD track at the IEEE-USA Annual Conference in Phoenix on 2 September.

Most of our lecturers have completed their information in the new IEEE Distinguished Lecturer database. Implementation of the database has been delayed due to staff reassignments and the reluctance of some societies to transition to the web-based system. These issues have yet to be resolved.

Michael Loui wishes to join the SSIT Distinguished Lecturer group. His lecture topics include: "Incident at Morales: An Engineering Ethics Story" and "Ethical Issues in the Scientific Research: Authorship, Confidentiality, and Plagiarism". I recommend that we add him to the list of SSIT Distinguished Lecturers.

Future activities

Karl Perusich will be giving a distinguished lecture in October to the local chapter of the Society of Broadcast Engineers.

I will prepare an updated announcement to go out in September, when organizations are thinking about meeting plans for the coming year.