

SSIT AdCom meeting
Saturday, December 4, 1999

Members Present:

Gerald Engel
David Morton
Finley Shapiro
Robert Brook
Brian O'Connell
Terri Bookman
Joseph Herkert
Janet Rochester
Robert Plonsey
James Pfafflin
Salvador Castro
Toni Robbi
Julian Reitman
Ronald Kline
Carl Perusich
Robert Dent

Location: Towne Building, School of Engineering
and Applied Science University of Pennsylvania: Polar Bear Lounge

1. Welcome and Introduction

Jerry Engel began the meeting at 10:51 a.m.

2. Adoption of Agenda

The agenda was adopted with the following additions:

New Business: Recommendations for a memorial scholarship in honor of Joseph Wujek

Discussion of a request from another organization to exchange journals

Conferences: Discussion of issues related to ISTAS 2000 and Frontiers in Education

3. Approval of Minutes of Previous Meeting

Morton reports that the minutes require additional changes before they can be submitted to IEEE Piscataway. Adoption of the minutes was postponed until after the meeting.

4. President's Report

Jerry Engel was pleased to report that the latest statistics indicate that SSIT is holding its own in the budget and membership departments. Bob Brook noted that, as in past years, the membership shows considerable flux mid-year. Approximately 100 members have been lost and replaced with new members this year. Dr. Engel reported what he had heard about the outcomes of the recent IEEE Board Series, concentrating on the new financial model and the branding study. He also noted that the list of SSIT recipients of the Millennium Medals has been given to staff members in Piscataway. He updated the adcom as to SSIT promotional activities that took place at the (former) PACE conference and the Sections Congress. The SSIT sponsored receptions at both events.

5. Past President's Report

No report

6. Treasurer's Report

Clinton Andrews noted that overall the society is financially healthy, with \$205,000 in reserves as of August, 1999. The projected annual income and expenses indicates a surplus of about \$30,000 this year.

The Society's expenses year-to-date are lower than anticipated, but will return to projected levels by year's end. ISTAS '99 suffered a loss of approximately \$5700 due to penalties imposed by the conference hotel. The penalties were the result of lower than expected attendance. The conference bills have now been paid, included a contribution of over \$7000 from IEEE Meeting Planning Services, which agreed to pay 50 percent of the penalties. Andrews recommended that in the future, Meeting Planning Services not be involved in the symposium, and that technical co-sponsors who anticipate attendance significantly in excess of previous years' attendance be required to share the financial risk of the conference. ISTAS 2000 planners anticipate attendance of 80 persons, and the most recent budget has been approved.

7. Publications Report

Joe Herkert's publications search committee report is attached to these minutes. The report recommends that Arne Vesilind be asked to assume the position of editor of Technology and Society magazine in 2000. Herkert also circulated a memo submitted by Stephen Unger regarding another candidate. The group discussed the findings of the search committee and the merits of the two candidates. A motion by Herkert to delay the vote until the recommendations of Stephen Unger could be discussed further did not carry. A motion to vote on the recommendation of the search committee was called. In the discussion of the motion, Finley Shapiro raised the possibility of an associate editor for the magazine. Opinions on this matter included opposition to it based on previous unsuccessful experience with an associate editor, opposition based on the lack of a need for an additional editor due to the relatively low number of submissions, support based on the notion that the associate editor might be considered an editor-in-training, and support based on the idea that an associate editor would help encourage submissions. The motion to appoint P. Arne Vesilind to serve as editor of IEEE Technology and Society Magazine during 2001-2003 carried.

Joe Herkert also outlined recent discussions with IEEE staff regarding editorial services now provided by Terri Bookman. The group unanimously affirmed Ms. Bookman's services to the society. Engel recommended that the Treasurer evaluate the costs of services provided by the IEEE that duplicate sources provided by Bookman. Herkert circulated a recently published book which was supported in part by IEEE SSIT.

8. Conference Report

Simon Burne's report on ISTAS 2000 was distributed.

The Budget has been modified and is now approved. The website for the symposium is up: see <http://tce.ing.uniroma1.it/istas/istas.html>. The management of the Conference will be done by the AEI (our Italian partner). My contact at the IEE's Conference Services said that she's worked with the AEI Conference Organizer and said that she's good, so this is encouraging.

David Morton (ISTAS '99) Morton reiterated Clinton Andrews financial summary of the conference, noting that the conference will receive an additional \$3200 in the near future, which will substantially diminish the shortfall. President Engel recommended closing the books on this conference immediately.

Carl Perusich (ISTAS '98) No report

9. IEEE Issues

In addition to the comments made in Jerry Engel's President's Report, Robert Dent described some of the outcomes of the IEEE Board Series. The Board rejected the new financial model, though it is clear that the contributions of the Societies to the general fund will be changed.

10. Elections

Toni Robbi made a proposal to appoint SSIT officers for 2000. Jerry Engel was re-elected President by affirmation. Carl Perusich was re-elected Vice President by affirmation.

11. Committee Reports

Technology and Public Policy

No report

Ethics

No report

Awards Jerry Engel, reporting for Mal Benjamin, stated that Benjamin will author an article for *Technology and Society Magazine* on award criteria.

Membership Robert Brook submitted a report on the membership, attached to these minutes. He recommended setting up booths at conferences where it is likely that corporate representatives will be in attendance as a way to stimulate membership growth. Ken Foster added that he believes SSIT membership is experiencing continued growth, although mid-year statistics are unreliable.

Nominations/Elections

Toni Robbi stated that there will be three open positions on the Adcom next year and called for nominations. His request was met by silence and considerable averting of eyes. Robbi will send all nominations to the IEEE by January 1, 2000.

Chapters

Carl Perusich announced the proposal to create a student branch of the SSIT at the University of California, Berkeley. Jerry Engel added that a proposal to establish a scholarship at Berkeley in honor of Joe Wujek might tie in to the effort to establish a branch.

PACE

Robert Plonsey's report on the Professional Development Conference (formerly PACE) is attached to these minutes.

12. Old Business: None

13. New Business

A) There is a request from the journal *Illinois Journal of Law and Public Policy* for the SSIT mailing list. A motion was made to respond to this organization that the SSIT will provide the list if the Journal pays the cost of compiling it and if it agrees to exchange free advertisements with SSIT. The motion passed.

B) The Wujek memorial. It was emphasized that this is not the same, one-time award proposed for the University of California, Berkeley. Jerry Engel called for a deferment of discussion of this award until the April meeting so that Steve Unger could participate more fully.

14. Next Meeting Date and Place: Columbia University, April 2000 (tentative)

15. President Engel called for an adjournment at 1:45 p.m., a new record for brevity and efficiency.

Report on the 1999 Professional Development Conference

The IEEE-USA Professional Development Conference "Entering the New Millennium" was held September 3-6, 1999 at the Hyatt Regency Dallas. There were six tracks of sessions for the 2 1/2 day meeting. Attending were Robert Plonsey, SSIT PACE delegate and Jerry Engel, SSIT President. Members of SSIT who also hold positions at the PDC are Ed Wong, Chair of the PACE Divisional Activities Committee and Janet Rochester.

Those attending the PDC meeting included representatives from Sections and Societies who participated in discussions on the interaction of these entities with PACE. Several pre-conference sessions held on (Sept. 2) were organized for the training of new or recent representatives to acquaint them with PACE and their particular roles. While such training was the main goal in the past it is less emphasized now since there is a substantial cadre now.

The conference is now mainly concerned with the teaching of skills needed to better perform the functions of Engineers. The ultimate goal is to help working engineers to "achieve advancement and satisfaction in their career planning in areas of management, communications, leadership, grass roots activities and public policy, networking and business development, mentoring and working with teams".

Attendees, in addition to Sections, Societies, Regional and Divisional representatives and leaders, included GOLD (Graduates of the Last Decade) members. These are identified as likely to be future IEEE (Regional and Section) leaders. They found two tracks devoted to them with sessions on listening skills, conflict management, leadership negotiations, business etiquette, office politics, and making presentations. The conference also provided these topics to more senior attendees who may pass them on to younger members of their company or at local IEEE meetings.

In the after lunch Session on Saturday we heard from all candidates for IEEE and IEEE-USA President-Elect positions. The formal presentations were followed by questions from the candidates themselves and the audience.

We handed out back copies of T&S (thanks to Joe Herkert and FEDEX) and another handout with descriptions of past and future SSIT conferences to give a sense of SSIT activity. The T&S were gone by the end of the first day. Bob Plonsey gave a brief talk on SSIT. Hopefully this recruited a few new members or at least made a few more IEEE members familiar with our work.

The PDC/PACE is concerned with a non-technical aspect of engineering employment and this coincides (though narrowly) with the mission of SSIT. Accordingly there are potential common interests. Most members of SSIT belong to other IEEE Societies and some might be interested in this in their role as an industrial or university employee (i.e. though probably through another IEEE Society). But less likely as a member of (and interested in goals of) SSIT alone.

Proceedings of the meeting have been published in a book form by the IEEE. The book is entitled "The Balanced Engineer: Entering the New Millennium". This book is organized into the topics of "Skills", "Careers" and "Management". A special section aimed at GOLD members covers GOLD Skills and Careers. Copies can be obtained from IEEE-USA (1828 L. Street, N.W. Suite 1202; Washington DC 20036-5104).

MEMBERSHIP STATISTICS OF SSIT (SIT-30), DIV. VI, IEEE SOCIETIES
AS OF NOVEMBER, 1999

	1999 OCT	1999 JUNE	AUG 1998	% CHANGE 8/98-11/99
SSIT	1914	1805	1896	0.94
DIV VI	17,835	16,856	17,849	-0.08
IEEE Incl. Soc.	362,056	331,535	347,811	4.1

These data were obtained from the IEEE November membership report issued by Bill Hunter of IEEE, Piscataway, NJ.


The IEEE seems to have enjoyed an increase in membership in the past year. Membership in DIV VI, in general and SSIT, in particular, seems to be flat. The dip this past June has been eliminated by over a hundred new members. This should be correlated with ISTAS data.

I repeat my statement on a method of increasing SSIT membership. Engineers should be solicited who have a component of their work related to the goals and aims of SSIT. It is desirable to obtain the employer's support as well as the engineer's. This could provide revenue and papers at ISTAS and the purchase of booth space as well as increase membership.

Note that BP-Amoco is now the largest financial supporter of photo-voltaic device research.

Respectfully Submitted,

Robert H. Brook


Membership Chair