

SSIT Board of Governors Meeting

AGENDA

June 8, 2002

Raleigh, NC (ISTAS'02)

1. Welcome and Introductions
Andrews
2. Adoption of Agenda
Andrews
3. Approval of Minutes of Previous Meeting
Kjell
4. President's Report
Andrews
Positions re finances at upcoming TAB meeting
Possible resolution re constraints placed on foreign members
5. Past President's Report
Perusich
6. Publications Report
Rochester
7. Treasurer's Report
Stephan
8. Conference Reports
2002 Raleigh
2003 Amsterdam
2004 Worcester
Herkert & Andrews
9. Committee Reports
Ad Hoc Committee on Membership Development
Membership
Awards
Technology & Public Policy
Ethics
Nominations & Elections
Chapters
PACE
O'Connell
Brooks
Benjamin
Andrews
Vinger
Perusich
Open
Plonsey
10. Old Business
11. New Business
Washington DC
12. Next Meetings: New York City 9-28-02, Philadelphia 11-23-02 (?)
13. Adjournment

TAB Finance Committee
1 May, 2002
Highlight Report

Members Present:

Hal Flescher, Chair (teleconference)
Julie Adams
Ed Lampo
Robert Lorenz
Ed Rezek
Tom Wiener
Ben Wah

Members Absent:

Michael Masten
Roger Pollard
Charles Robinson

Corresponding

Members Present:

Steve Diamond
Warren Kesselman

Guests Present:

Tim Emery (teleconference – Part Time)
Wolfgang Giloi
Tom Habetler (teleconference – Part Time)
Willis King
Michael Lightner
Peter Staecker
Greg Stone (teleconference – Part Time)
Ralph Wyndrum

Staff Present:

Bob Bailey
Jon Dahl
Ken Gilbert
David Hennage
Jack Howell (Part-Time)
Denise Hurley
Gigi Kenna
Mercy Kowalczyk (Part-Time)
Barbara Lange
Sharon Nadler
Anne O'Neill
Laura Pohl
Dan Senese (Part-Time)
Mark Vasquez
Mary Ward-Callan
Mike Weis
Fran Zappulla


The following motions were passed and actions charged at the 1 May, 2002 TAB Finance Committee meeting:

1). Allocating Indirect Infrastructure Costs

ACTION: An adhoc committee will be formed to develop a minimum of three alternate methods for distributing indirect infrastructure costs by 22 May 2002. (Chair - To be determined)

ACTION: Hal Flescher, TAB Finance Chair, will notify Societies/Councils/Publications that an adhoc committee is being formed to devise a method for allocating indirect infrastructure costs, and that each Society's/Council's/Publication's 2003 budgeted indirect allocation may change.

2). Recommended Market Prices

 **MOTION:** TAB adopt a principle that within 5 years, the Society Members average dues meet or exceed the variable costs for membership. The variable costs include:

- Newsletters
- Xplore
- Bundled Pubs
- Corporate allocations related to membership
- Free extras

APPROVED

MOTION: TAB adopt a principle that within 5 years, the Society/Council average price of Member optional publications meet or exceed the variable costs. The variable costs include:

- Paper and printing costs
- Paid and replacements
- Mailing
- Processing, access, and handling costs
- Xplore costs

APPROVED

→ MOTION: In keeping with these principles, for 2003, the Societies meet or exceed the marketing recommendations for member dues.

APPROVED

MOTION: In keeping with these principles, for 2003 the Societies/Councils meet or exceed the marketing recommendations for prices of member optional publications.

APPROVED

ACTION: TAD Finance Staff will determine how much revenue dollars may not be realized if a society does not initiate the Marketing's Department recommended member dues.

ACTION: For optional publications, Staff will devise rate recommendations for students and other membership grade levels.

3). *Inclusion in 2003 ASPP Distribution*

MOTION: The TAB Finance Committee approves the inclusion of IEEE Microwave Theory & Techniques Magazine in the 2003 ASPP revenue distribution.

APPROVED

4). *New Publication Proposals*

→ MOTION: The TAB Finance Committee approves the financial viability of the IEEE Security and Privacy Magazine for publication beginning in 2003.

APPROVED

MOTION: The TAB Finance Committee approves the financial viability of the IEEE Power Engineering Letters with the caveat it will be discussed further by the TAB Periodicals Committee.

APPROVED

ACTION: The IEEE Transaction on Dependability will be discussed further at the TAB Finance Committee teleconference on June 12, 2002.

5). *S/C Watchlist Criteria*

MOTION: The TAB Finance Committee approves the following revised S/C Watchlist criteria: A Society/Council will be considered for the watchlist when one or both of the following take place:

- The S/C runs or plans a deficit for two consecutive years, after removing indirect infrastructure costs.
- The S/C fails to maintain a minimum level of reserves for two consecutive years.

APPROVED

6). *Overspending Implications*

ACTION: If any significant expense variances from budget are noted during the Society/Council/Publication quarterly forecast exercise, Staff will discuss further with the Society(s)/Council(s), and notify the TAB Treasurer if appropriate.

7). *Outsourcing Publications*

ACTION: Fran Zappulla, Staff Director Publishing Operations, will send the TAB Finance Committee a cost estimate for the penalties involved with a publication outsourcing.

8). *2002 Year End Forecasts*

ACTION: Barbara Lange, Senior Product Manager – Electronic Products, will report back to the TAB Finance committee, by the 21 June 2002 TAB Finance Committee meeting, on the IEL expense variance between 2001 and 2002.

ACTION: TAD Finance Staff will report back to the TAB Finance Committee, for the 12 June 2002 TAB Finance Committee teleconference, on whether or not Societies/Councils/Publications are budgeting their non member subscriptions at the levels recommended by Laura Pohl.

Subject: TAB Finances

Date: Sat, 4 May 2002 21:51:39 EDT

From: Gengel64@aol.com

To: cjal@rci.rutgers.edu, OconnellB@mail.ccsu.edu, kperusic@galaxyinternet.net

SSIT "Brain Trust"

In another context, I received the highlights report from the TAB Finance Committee meeting of May 1. It is attached.

Please look carefully at item 2) Recommended Market Prices.

Note the first MOTION and then the third MOTION. It appears that this all says that we are now required to follow (or exceed) the membership figures supplied to us. Note also, the first ACTION which appears to say that staff will make it clear (apparently to all of TAB) exactly how much money we lost them if we did not follow their directive.


I find it absolutely amazing that actions like this would be taken after the time that a number of societies had to make their decisions. I have no idea if it is worthwhile to protest, but it probably should be considered.

Couple of other interesting points. Note in 4) New Publication Proposals, that the first motion deals with a new pub in which we should at least have some interest. Were we consulted on this?

Note also under the second ACTION of 8 2002 Year End Forcasts, they appear to be saying that, at least in regards to pubs, they will prepare reports of non-compliance with recommendations.

I thought you all might be interested.

Jerry

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**Resolution Adopted by the IEEE Computer Society Board of Governors on
May 10, 2002, Portland, Oregon**

Whereas,

The IEEE Computer Society is a global professional society that serves the public need for technical information exchange, and

Our members are having constraints placed on participation, authorship, and the free distribution of information, and

Our leadership has been called upon to enforce compliance with restrictions on global contributors, even for events run outside of relevant jurisdictions, including publication of content from non-IEEE events.

Resolved that:

The Board of Governors of the IEEE Computer Society:

- 1) Communicates to the IEEE TAB, PSPB, IEEE BoD and other relevant organizational units that:
- a) these restrictions will affect our ability to serve our membership, the profession and the public good, and
 - b) these restrictions are inappropriate and contrary to the principle of the free exchange of ideas which is essential to the advancement of scientific knowledge.
- 2) Supports the goals of our members, authors and the global scientific community to achieve free and open communication of public scientific knowledge; and
- 3) Urges the IEEE to investigate the applicability of the restrictions and maximize the dissemination of open/public scientific knowledge by all technological means.

Actions:

Our representatives to carry forward to PSPB and TAB;
(to recommend endorsement, and forwarding to the IEEE BoD)

IEEE SSIT BOG Meeting 6/8/2002

Treasurer's Report

Membership as of 4/30/2002:

Regular: 1277

Student: 158

Affiliate: 26

Other: 153

Total: 1614 + 467 arrears = 2081

Income, expense, net surplus (deficit): see over

Balance Sheet

IEEE

Period: APR-02 currency USD

Submitted: 08-MAY-02 14:10:33

Business Unit=0300 (Social Implications of Tech)

	MAR-02	APR-02
Accts Receivable	0.00	0.00
Loans/Advances Receivable	6.00	6.00
Prepaid Expenses	0.00	0.00
Fixed Assets	0.00	0.00
Pooled Assets	277.00	253.00
Total Assets	283.00	259.00
Accts Payable	0.00	0.00
Deferred Income	0.00	0.00
Total Liabilities	0.00	0.00
Net Worth	283.00	259.00
Total Liabilities & Net Worth	283.00	259.00
Cumulative Surplus/Deficit	50.00	26.00
Prior Year Reserve	233.00	233.00

IEEE
SOCIETIES & COUNCILS
Current Period: APR-02

Date: 08-MAY-02 08:53:
Page:

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	YEAR TO DATE		ANNUAL BUDGET	YEAR TO DATE		ANNUAL BUDGET	YEAR TO DATE		
		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	174.7	131.0	92.1	96.0	29.0	78.7	102.0	55.5	-46.5	
NEWSLETTERS	0.0	0.0	0.0	0.0	0.0	0.0	0.0	-0.1	-0.1	
NON PERIODICAL SALES	0.6	0.2	0.2	0.8	0.2	-0.2	0.0	-0.1	-0.1	
MEETINGS/CONFERENCES	28.9	9.6	0.0	-8.2	11.1	37.1	-1.5	-0.6	0.9	
GRANTS	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	86.2	25.8	-86.2	-25.8	-25.9	-0.1	
COMMITTEE/OTHER	0.8	0.5	0.3	1.2	0.4	-0.4	0.1	-2.8	-2.9	
TOTAL	205.0	141.3	92.6	176.0	66.5	29.0	74.8	26.0	-48.8	

ISMS'02

Budget Forecast

123

PA Registrants 88

\$37,613

\$43,413

Revenue

34,135

37,672

Expenses

\$3,478

\$5,741

Net

% of Exp

10.19

15.24

REPORT TO THE SSIT BOARD OF GOVERNORS

May 2002

P. Aarne Vesilind
Editor, *Technology & Society*

I will not be able to be in Raleigh, much as I wanted to. I have two other commitments that I cannot break, and it is just not possible to be all places at once. Apologies to Joe Herkert and BOG.

Please accept the following as my report to SSIT BOG:

Since the beginning of the year, *Technology & Society* has received eleven submissions, and there are still six papers under review from last year. One paper has been accepted for the next available issue. One paper is conditionally accepted but I have recommended to the author that we divide his work into two papers and he is considering this option. Thus one paper is accepted and 17 papers are under review, which does not include the planned special issues. Here are the issues as we have them scheduled:

Summer 2002:

General issue of papers is currently in production.

Fall 2002:

Brian O'Connell will be preparing the next issue comprised of papers from the 2001 ISTAS meeting. The papers are all in and are being edited and prepared for publication.

Winter 2002:

Ken Foster is well on the way to completing his special issue on "The Precautionary Principle", which will be a very timely publication. He has most of the papers already peer reviewed and will have all of the material in by the end of August.

Spring 2003:

This will be an issue of submitted papers. It will be difficult to decide which ones of the many excellent papers to publish at this time, but that is a good problem to have.

Summer 2003:

Joe Herkert's ISTAS 2002 issue.

Fall 2003:

Roli Varma is preparing a special issue on women in information technology. The call for papers is out and she already has some submissions.

Winter 2003:

General issue.

In effect, we have a problem of riches in material for the magazine and we can be very choosy as to the material we publish.

There have also been some small changes in the magazine format and organization. In an attempt to make it more readable and of greater interest to our members, we have revitalized the "Opinion" column. In the last issue, Sid Deutch's column on science and deities drew wonderful reader response. In the upcoming issue the "Letters" column will summarize some of the responses. We cannot publish all of them, but it should make great reading.

Dave Wunsch is doing an outstanding job as the book review editor.

Finally, I have asked Steve Unger if he would like to edit a column on cases. These would be stories of concern to our members and would involve both heroes and villains. The latter would be exemplified by the latest edict from IEEE to not publish anything by a person who has apparently plagiarized material. I am hoping Steve will agree to take on this chore. Peer pressure on Steve by BOG would be appreciated!

The process of getting the magazine out is smooth and effective, with great credit to Terri Bookman who continues to do a wonderful job.

Finally, the issue of the Associate Editor might be discussed. I believe there is some value to appointing such a person who would get to know the process and contribute his or her skills to the editing procedure. Should I not be able to fulfill my obligations (or get fired) this person would be in a position to fill in until a full-time editor is named by the BOG. Speaking personally, starting this job from scratch was quite a learning experience for me, and Terri spent many hours with me patiently leading me through the procedure. It would be to everyone's advantage to have someone ready and willing to take over on short notice. As discussed earlier by BOG, the Associate Editor would not be the "editor-in-waiting", but would be an assistant to the Editor, capable of taking over on short notice.

A present member of the BOG would be an ideal candidate for this position since he or she would already know the background and history of SSIT and the magazine. If no such person can be found, I have a suggestion: One of my colleagues, Maurice Aburdene, professor of electrical engineering and one of our most effective referees, has expressed general interest in getting more involved with *Technology & Society*. I have not made any commitment except to ask if in the future he might be willing to help out and he has agreed to think about it. I would seek the advice of BOG on this issue and follow their guidance on whether or not I should ask him specifically about the Associate Editor position.

All in all, it has been a good start for 2002, with anticipation for another successful year.