

Attachments

SSIT Board of Governors Meeting

3 Nov, 2012

University of Pennsylvania
Philadelphia, PA

IEEE Society on the Social Implications of Technology
Board of Governors Meeting
Saturday November 3, 2012
University of Pennsylvania, Philadelphia
508 Skirkanich Hall
10:00 am – 3:00pm

- | | |
|--|-----------|
| 1. Welcome and Introductions | Engel |
| 2. Adoption of Agenda | Engel |
| 3. Approval of Minutes of Previous Meeting | Terman |
| 4. President's Report | Engel |
| 5. Past President's Report | Perusich |
| 6. IEEE Region VI Director's Report | Voas |
| 7. Treasurer's Report | Foster |
| 8. Publications Report | Miller |
| 9. Conferences Report | Hoffnagle |
| 10. Committee Reports | |
| Nominations and Elections | Perusich |
| Fellows Committee | Foster |
| Membership | Adamson |
| Student Membership | Gawkowska |
| Distinguished Lecturers | Herkert |
| Virtual Community | Andrews |
| Chapters/Gold | Anesta |
| WIE | Jacob |
| Awards | Foster |
| Ethics | Unger |
| PACE | Ruhoy |
| Society Development Committee | Open |
| Educational Activities Committee | Open |
| Bylaws and Constitution | Open |
| 11. Old Business | |
| 12. New Business | |
| 13. Next Meeting and Adjournment | |

**2013 IEEE S/C BUDGET
FOR THE PERIOD ENDING DECEMBER 31, 2013**

BUS UNIT - 0300
SUMMARY BY COST CENTER

	2006	2007	2008	2009	2010	2011	2012	2013
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET
00100 INTEREST INCOME	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
00790 TECHNOLOGY & SOCIETY MAGAZINE	204.3	193.8	155.8	160.6	169.3	166.3	172.9	158.6
00791 SSIT FEES	0.0	0.0	0.0	0.0	0.0	0.0	0.0	54.1
01499 PERIODICAL RELATED - OTHER	0.1	0.4	0.0	0.2	0.0	0.0	0.0	0.0
01600 NON PERIODICAL	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
01700 MEETINGS/CONFERENCES	70.0	73.5	60.5	115.3	71.9	38.6	39.3	41.2
01701 CONFERENCE - RELATED	0.0	1.0	2.1	1.0	0.0	0.0	0.0	0.0
01800 ADMINISTRATION	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
01900 COMMITTEE & OTHER	0.0	0.0	0.0	0.9	0.2	0.0	0.0	0.0
TOTAL INCOME	274.3	268.7	218.4	278.0	241.6	204.9	212.2	254.0
00100 RMBSVC INTEREST INCOME	(29.7)	(54.9)	142.6	(73.8)	(17.8)	25.6	0.0	0.0
00790 TECHNOLOGY & SOCIETY MAGAZINE	122.0	131.6	143.3	123.3	125.0	114.5	135.1	102.5
00791 SSIT FEES	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
01499 PERIODICAL RELATED - OTHER	0.9	2.0	2.3	2.4	1.9	6.0	3.2	3.0
01600 NON PERIODICAL	1.4	0.8	0.9	1.3	1.6	3.5	3.5	1.3
01700 MEETINGS/CONFERENCES	5.0	16.7	5.8	39.9	21.1	7.5	22.2	22.4
01701 CONFERENCE - RELATED	0.2	0.2	0.1	0.1	0.1	0.5	0.1	0.1
01800 ADMINISTRATION	98.8	149.9	85.8	85.6	83.2	91.0	99.8	93.8
01900 COMMITTEE & OTHER	25.0	11.5	19.8	8.6	12.0	4.3	12.7	13.3
TOTAL EXPENSE/RMBSVC	223.5	257.7	400.5	187.4	227.1	252.8	276.7	236.3
TOTAL NET	50.8	10.9	(182.2)	90.6	14.4	(47.9)	(64.4)	17.7

Sunday, 4 November 2012

Katina Michael

PO Box U184

University of Wollongong

NSW Australia 2500

RE: Request for Proposal- IEEE SSIT Web Site

Dear [Contact Name]

IEEE SSIT is looking for a web site creation product/service that your company provides. We have been looking for a new vendor online for 8 weeks. Finally we have come to identify your organisation among a short list of others that seem to be able to offer what we hope for in terms of web site features. We have evaluated your product solutions and we're happy to confirm your company ranks among the shortlisted group.

Please provide an estimate for the cost of a web site for IEEE SSIT by January 15th, 2013, including all relevant documentation. Note our existing web site can be found here: <http://www.ieeessit.org/> and has several core components which are described in the proposal itself. Please emphasise how your company is set apart from the others.

Thank you for your efforts in providing a proposal.

Sincerely,

IEEE SSIT Web Site Committee

Katina Michael

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I. BACKGROUND

The web site for IEEE SSIT which presently encompasses:

- SSIT publications including its Newsletter and other News
- IEEE SSIT Flagship Magazine: IEEE Technology and Society Magazine
- Annual Conference Web Site Links
- IEEE SSIT Global Chapters
- IEEE SSIT Social Media Site Links and an Online Forum

requires a complete rehaul.

Beyond existing data the IEEE SSIT web site must also:

- Allow for paper registration, paper peer review, paper tracking services
- The ability to integrate with QMags online capability
- The ability to have a member database that can be used to send out electronic newsletters periodically
- The ability to have secure administration access via secure logins.

The objectives of the new web site include:

1. Allowing members of the IEEE SSIT community to upload data effortlessly from anywhere in the globe at any time (that is a fully enabled content management system in the backend that does not require ANY knowledge of HTML and can upload any format)
2. An always up web site with minimal outages that fully integrates all of the IEEE SSIT activities. Users get a single experience logging into any part of the web site, save for the paper registration system that can be outsourced if required.
3. A web site that is easy to maintain and includes affordable storage and maintenance costs and takes full advantage of Web 2.0 features.

II. SCOPE OF WORK

Documents Relating to Scope of Work:

The current web site is a good indication of the type of information that is required in the IEEE SSIT web site: <http://www.ieeessit.org/> Please note the global nature of IEEE SSIT and also the number of activities and events they are a part of.

Work to be Performed:

We require a vendor who can work with our small team of committee members and who is willing to emphasise the information architecture rehaul of the web site as much as the content management side of the web site. We need to ensure this web site can take us through the next 10 years as a society that will undergo major change. E.g. we may require multilingual capabilities on the web site in the future.

Installation Work – General Instructions:

We need a working product by March 2013. After the vendor is chosen on 1 February 2013 we cannot spend more than 8 weeks on the installation. The go-live date is 2 April 2013.

Acceptance Testing:

We need a period of acceptance testing of 12 weeks during which time the vendor will allow IEEE SSIT committee members to provide feedback and bug fixes. We envisage this period to end on 1 June 2013.

III. PROGRAM MANAGEMENT

Schedule:

Please provide your schedule given the timelines indicated above, breaking down your service offerings likewise.

V. PROPOSAL EVALUATION CRITERIA

High level table to be inserted here by Katina.

VI. REQUIREMENTS AND FORMAT OF THE PROPOSAL

Part 1 – Letter of Transmittal

Part 2 – Understanding of the Scope of Work

Part 3 – Proposed Work Plan and Schedule

Part 4 – Estimated Cost to your company

Part 5 – Proposed Project Team

Part 6 – Relevant Experience and Client References

IEEE Conference on Technology & Society in Asia
27-29 October 2012, Singapore

Final statistics and lessons learned report

Detailed Conference Checklist, p.11, states: "1 week after end date: Committee members submit final statistics and lessons learned to sponsoring IEEE OU".

A: Statistics

- Attendance was 60 in total (including keynotes, presenters, delegates, volunteers); by country: Australia 11, Canada 1, China 2, Colombia 1, Finland 1, Hong Kong 2, India 13, Indonesia 1, Japan 5, Mauritius 1, Pakistan 1, Philippines 1, Saudi Arabia 2, Singapore 14, UK 1, US 3.
- Paying registrants: 43 (finance report in preparation)
- Response to new IEEE membership offer (confirming stats, but at least 2 joined IEEE and SSIT)
- Paper acceptance rate: approximately 35% (precise figures being assembled)

B1: What did we plan that went well?

- Operation of the organising committee, including all its roles
- Regular reporting to committee and sponsors, at least in the final 3 months
- Having a "structure chair" responsible for participant engagement
- Having high profile keynotes
- The Doctoral Consortium
- The location (Singapore, SPGG)
- Student volunteers
- Kit for attendees: Booklet, pen, IEEE brochures, Proceedings on thumb drive
- Panels: China; Industry panels
- Opportunity for networking and discussion
- Sent out call for papers to 36,000 IEEE members in R10, 80,000 members of the Computer Society of India, plus the mailing list of CPRSouth.

B2: What results stood out?

- Engagement of the attendees
- The intimate discussion with NR Narayana Murthy
- Huge subject diversity, including from some non-engineering presenters
- Geographical diversity (16 countries)
- Geographical balance
- Outstanding quality from some of the most junior participants
- Academic/industry balance, including good TCS attendance
- Broadcast of Prof Hirose's talk to 120 students in Japan; the detail of his presentation; his subsequent interest in joining SSIT
- Attendees interested in setting up SSIT chapters in India, China, Mauritius

B3: What was more difficulty than expected?

- Sponsorship: major effort, drew a complete blank from ANZ, ADB, Cisco, IAEM Asia, Movirtu, SingTel/Optus, SunGard, Telstra, Verizon, World Bank, and UNESCAP.
- Converting accepted papers into author registrations, particularly for Indian authors (where travel, accommodation and registration fee was a price barrier)
- Getting submissions and registrations from Singapore
- Getting media attention
- Conference tool: easychair lacked some elements helpful (i.e. easy tracking of paper to registered participant)

B4: What would we suggest be done differently in the future?

- Set an expected “quota” of papers from each city so we can respond early enough to correct under-representation
- Identify non-paying attendees during budget preparation
- Record keynote presentations
- Manage media as a separate stream of activity
- Adopt a different strategy for soliciting sponsorship – need to raise the profile of IEEE and SSIT to potential targets so they can better identify with the benefits of sponsorship.
- Send out mass communications earlier

Sample delegate feedback

Typical of comments at the conference conclusion:

“That was a memorable and amiable conference!

“I feel privileged for this opportunity to present my work before a friendly group of people who are conscious about technical implications on society.

“The networking during the conference was, in a way, unique. By the end of the conference, I guess people were knowing at least half of other people by their names.

“It is a good feeling of being connected to people from all level of expertise and diverse fields.”

Gathered by G. Adamson, 2 November 2012

Norbert Wiener in the 21st Century

<http://www.21stCenturyWiener.org>

A proposal for IEEE Boston Section ExCom
Meeting 27 August 2012

Prepared by

Dr Greg Adamson, Chair IEEE Victorian Section, Member Board of Governors IEEE Society on Social Implications of Technology

Introducing Norbert Wiener

- Born Columbia, Missouri, 1894, died Stockholm, 1964
- Mathematician, scientist, engineer
- Inventor of cybernetics, the “cyber” in cyberspace
- Key contributor to information theory alongside Shannon
- Unusually multi-disciplinary as shown by the Macy conferences
- Important figure in the history of IT ethics

Relevance to IEEE

- Norbert Wiener created the early (1930s) links between engineering and the life sciences
- Wiener’s mathematical work remains important to engineering
- Wiener both created technology and warned of the need to prepare for its impact
- This is part of the process of “rediscovering” past engineering figures
- His ideas have held their validity with the passage of time
- He was passionately interested in technological creativity
- He spent much of his life in Boston with prominent links to MIT over four decades

Conference proposal

- International conference to commemorate Norbert Wiener's life, work, and relevance to today's engineering challenges, both technical and societal
- 2014: 120th anniversary of his birth, 50th anniversary of his death
- The conference builds on recent broad interest in key 20th century technology figures, such as the Alan Turing centenary
- Proposed format:
 - 3 days (~\$600 registration fee)
 - Invited speakers, contributed papers
 - Personal reminiscences
 - An IEEE Milestone
- Preferred location Boston (MIT) June-July 201 based on weather, holidays
- Possible financial co-sponsors: SSIT, SMC, CSS, Boston Section (all to be confirmed)
- Expected attendance 250 based on range of interest to date
- Organising committee now meeting monthly
- Good links to the media
- Monthly newsletter circulating to 140 key contacts
- Web site being established: www.21stcenturywiener.org

High profile supporters

- [Dr Amar Bose](#), CEO, Bose, former student and colleague
- [Dr Vint Cerf](#), VP and Chief Internet Evangelist, Google
- [Dr Robert Vallée](#), chair World Organization of Systems and Cybernetics
- [Dr Mary Catherine Bateson](#), writer and cultural anthropologist
- Vernor Vinge, mathematician and multi-award winning science fiction writer
- [Dr Richard Stallman](#), President, Free Software Foundation
- [Dr Rafael Capurro](#), chair, International Centre for Information Ethics
- [Flo Conway and Jim Siegelman](#), authors, *Dark Hero of the Information Age: In Search of Norbert Wiener, the Father of Cybernetics*

IEEE Operating Units involved:

- IEEE Society on Social Implications of Technology (BoG resolution of support)
- IEEE Systems, Man and Cybernetics (BoG resolution of support)
- IEEE Control Systems Society (organizing committee delegate appointed)
- IEEE History Center (has proposed the inclusion of an IEEE Milestone)
- IEEE Boston Section (in discussion)

Who is interested?

140 people (80 IEEE members) have signed up for the conference newsletter:

- Location: US (80), Australia (38); 3 from France, Germany, India, UK; 2 from Italy, Japan, Singapore; 1 from Ireland, Jordan, NZ, Philippines
- Area of interest in Wiener (these categories are somewhat arbitrary, and overlap extensively): Science & Technology Studies (43), History (36), Technology (21), Cybernetics (18), Ethics (9); 3 from Development studies, Law, Personal interest; 2 from Mathematics; 1 from Education, Usability.

What would make this conference a worthy destination for international visitors (interview with an IEEE Fellow and Dean of a major non-US engineering school):

- Wiener was 50 years ahead of his time. Technology then lacked the measuring instruments to investigate his theories. These now exist.
- If leaders from different fields (say, medical, neurosciences, systems theory, information sciences, historians), engaged an audience in a Macy-style exchange, this would be a worthy tribute to Wiener. Suggested names (not yet approached): John Baillieul, Boston University; Simon Haykin, McMaster University; Terrence Sejnowski, Salk Institute.

Further reading, viewing

Books by and about Norbert Wiener and his influence

- *Norbert Wiener 1894-1964* (Boston: Virkhauser Verlag, 1990, Vita Mathematica Vol 5), P.R. Masani.
- *Dark Hero of the Information Age: In Search of Norbert Wiener, the Father of Cybernetics* (New York: Basic Books, 2005/2006), Flo Conway and Jim Siegelman.
- *Ex-Prodigy: My childhood and youth [to 1918]* (Cambridge, MA: The MIT Press, 1953), Norbert Wiener.
- *I am a mathematician: The later life of a prodigy [1919-53]* (Cambridge, MA: The MIT Press, 1956), Norbert Wiener.
- *John von Neumann and Norbert Wiener: From mathematics to the technologies of life and death* (Cambridge, MA: MIT Press, 1980), Steve J. Heims.
- *Cybernetic Revolutionaries: Technology and politics in Allende's Chile* (Cambridge MA: MIT Press 2011, E. Medina).
- *From Newspeak to Cyberspeak: A history of Soviet cybernetics* (Cambridge, MA: MIT Press, 2002, S. Gerovitch).
- *How we became posthuman: Virtual bodies in cybernetic, literature and informatics* (University of Chicago Press, 1999, N.K. Hayles).

YouTube clips referencing Norbert Wiener

- *Norbert Wiener*, a short biography. <http://www.youtube.com/watch?v=P1LhEU-XrYM>
- *September 26th: Norbert Wiener*, Vlogbrother John talking enthusiastically about a reading room named after Wiener at a hotel near MIT. http://www.youtube.com/watch?v=SzW8xkF_DnI
- *Information wants to be free: Norbert Wiener and AT&T*. Adrian Johns from the University of Chicago, author of *Piracy - The Intellectual Property Wars from Gutenberg to Gates*, speaking about Norbert Wiener's experience with patents and AT&T. <http://www.youtube.com/watch?v=ys4XEtVcTFI>
- *Cybernetics.mov*, a summary of Wiener's ideas with relevant footage. <http://www.youtube.com/watch?v=C908IX8aVJw>

2% SSIT Year-on-year membership gain

Description	Responsibility	Benefits																																				
<p>SSIT membership has been in decline for a number of years, particularly in 2011. Since June 2012, for the first time in 16 months, the year-on-year membership has increased modestly, most recently in August from 1,628 to 1,660, or 2%. (Because of the membership renewal cycle, year-on-year variation is the most meaningful comparison.)</p> <p>Nevertheless we are still significantly lower than our 20 year peak of 2,858 in 1991. While SSIT is highly relevant to many IEEE members, most are unaware of its existence. If we were to increase SSIT membership to 1% of IEEE membership, which would equate to approximately 3,000 higher grade members and 1,000 student members. Initially four steps are proposed:</p> <ol style="list-style-type: none"> 1. Visibility: Ask members to each encourage one other person, including an IEEE member not in SSIT, to join in the current membership renewal round. 2. Accessibility: Understand why student membership has declined from a peak of 337 to the current 25 and is still falling. 3. Reach: Examine geographical distribution of members for opportunities for growth including encouraging those in areas with sufficient members to form a chapter. 4. Value: Identify additional products or services that make SSIT membership a compelling proposition (additional to T&S, ISTAS, chapters, Technical meetings). 	<p>Membership Committee Chair</p>	<input type="checkbox"/> Membership growth <input type="checkbox"/> Future planning <input type="checkbox"/> Financial stability																																				
	<p>Category <input type="checkbox"/> Initiatives</p>																																					
	<p>Assumptions</p> <ol style="list-style-type: none"> 1. Low SSIT membership is not due to any objective limitations. 2. Low student membership can be addressed if we find the right approach. 3. Any cost burden resulting from having additional members can be met through existing resources for up to two years. 4. While 1% of IEEE in SSIT is an immediate goal, it doesn't represent SSIT's full potential. 5. At some reasonable level, but in any case below 5,000 members, additional membership will provide a financial benefit to SSIT. 6. The planned changes to IEEE society membership will not conflict with recruiting additional members now (but need to tie changes to this). 7. Membership will grow in areas with an active chapter; where we have 8 or more members there is a reasonable possibility of achieving a functioning chapter (which requires a minimum 12 higher grade members). 																																					
	<p>Risks and Dependencies</p> <ol style="list-style-type: none"> 1. Poor experience of new members may lead to attrition among new members after their first year: SSIT needs to promote attractive products and services to new members. 2. Recent experience does not support a goal of 1,000 student members. Approach needs to include an understanding of past success factors in recruiting student members. 3. Sustaining student membership after graduation is an ongoing IEEE challenge. 4. Additional chapters will raise the effort required in chapter coordination: BoG needs to devote additional resources to providing advice and assistance to new chapters, possibly asking existing chapters to "buddy" a new chapter. 																																					
Update since last report	<p>Targets</p> <table border="1"> <thead> <tr> <th>Goal</th> <th>October 2011/June 2012</th> <th>Target December 2013</th> </tr> </thead> <tbody> <tr> <td>Affiliates</td> <td>30</td> <td>26</td> </tr> <tr> <td>Associates</td> <td></td> <td>76</td> </tr> <tr> <td>Fellows</td> <td></td> <td>17</td> </tr> <tr> <td>Graduates</td> <td></td> <td>45</td> </tr> <tr> <td>Life Fellows</td> <td></td> <td>49</td> </tr> <tr> <td>Life Members</td> <td></td> <td>155</td> </tr> <tr> <td>Life Senior Members</td> <td></td> <td>115</td> </tr> <tr> <td>Members</td> <td>1605 all categories>student</td> <td>2,117</td> </tr> <tr> <td>Senior Members</td> <td></td> <td>400</td> </tr> <tr> <td>Students</td> <td>25</td> <td>1,000</td> </tr> <tr> <td>Total</td> <td>1,643</td> <td>4,000</td> </tr> </tbody> </table>		Goal	October 2011/June 2012	Target December 2013	Affiliates	30	26	Associates		76	Fellows		17	Graduates		45	Life Fellows		49	Life Members		155	Life Senior Members		115	Members	1605 all categories>student	2,117	Senior Members		400	Students	25	1,000	Total	1,643	4,000
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<p>Visibility</p> <ul style="list-style-type: none"> •Proposal for IEEE Computer special issue prepared by Katina and Keith accepted. •"Join" link placed more prominently on our web site. •Target T&SA 2012 attendees for membership •We are tracking the continuing effect of the membership letters, and prepare to link up to future membership campaigns 																																						
Proposed next steps																																						
<p>Visibility</p> <ul style="list-style-type: none"> •Prepare a "packaged offer" of an SSIT workshop or speaker to present to other Societies' conferences. •Prepare an offer of tailored articles for other Societies' journals •Prepare simple guidelines for SSIT chapters participating in Policy activities. •Prepare a message for students to be sent via the "SAC Alert All" notice. •Encourage inquiries in our areas of expertise from other Societies, eg one enquiry, "what is a book I could recommend to my students that sums up the SSIT area?" 																																						

IEEE SSIT Membership proposal: "1% of IEEE membership by 2013" Mar. 2012

Milestones & Key Actions		
Action	Target date	Owner
1. Establish membership committee	Complete	
2. Access current geographical spread and historical total SSIT data	Complete	
3. Provide proposed approach for BoG approval	Complete	
4. For target membership numbers and types, determine SSIT financial effect	December 11	SSIT Treasurer
5. <u>Visibility</u> : Begin program of visible active recruitment, including encouraging existing members to recruit others, and articles in all Region newsletters and the SSIT Newsletter .	Ongoing	Membership committee
6. <u>Accessibility</u> : Identify and remove any IEEE organisational barriers to SSIT student membership; consider decision to appoint student representative to BoG and each chapter committee	December 2012	Membership committee
7. <u>Reach</u> : Identify current chapter coverage. In areas without chapters with 8 or more SSIT members circulate Section or Country-specific invitations to establish chapters, with a goal of creating 4 new chapters per year . Consider buddying existing chapters to new chapters and initiate this through an " SSIT chapters congress " via teleconference/Skype . Consider Joint chapters , coordinating this with Division VI.	December 2012	SSIT Chapter Chair
8. <u>Value</u> : Expand suite of products and services to provide value and engagement (in addition to T&S, ISTAS, the chapters, technical meetings). Goal of 2 new products/services per year	June 2013	Membership committee
9. Provide progress reports to BoG meetings	Ongoing	GA