

**APPROVED MINUTES  
IEEE COMPUTER SOCIETY  
BOARD OF GOVERNORS MEETING**

*28 February 2004  
Hyatt Savannah Riverfront  
Savannah, Georgia*

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**1. Call to Order - *Diamond***

A meeting of the IEEE Computer Society Board of Governors was held at 8:30 a.m. on 28 February at the Hyatt Savannah Riverfront, Savannah, Georgia USA. Carl K. Chang, president, chaired, with Oscar N. Garcia serving as secretary.

**2. Roll Call/Proxies - *Garcia***

A roll call was held as follows:

**A. Franchised Members**

Jean M. Bacon, absent, proxy to Swigger  
Ricardo Baeza-Yates, absent, proxy to Diamond  
Carl K. Chang, President, present  
Mark J. Christensen, present  
Alan Clements, present  
Annie Combelles, present  
Deborah M. Cooper, present  
George V. Cybenko, present  
Stephen L. Diamond, Past President, present  
Gerald L. Engel, President-elect, absent  
Oscar N. Garcia, Secretary, present  
Ann Q. Gates, present  
Mark A. Grant, present  
Haruhisa Ichikawa, present  
Michel Israel, present  
Lowell G. Johnson, First VP Electronic Products & Services, absent  
Rangachar Kasturi, Treasurer, present  
Richard A. Kemmerer, Second VP Chapters Activities Board, present  
Susan A. Mengel, absent  
James W. Moore, present  
Christina M. Schober, VP Conferences & Tutorials, present  
Bill N. Schilit, present  
Stephen B. Seidman, present  
Kathleen M. Swigger, present  
Makoto Takizawa, absent  
Michael R. Williams, present  
Thomas W. Williams, present

**B. Ex officio Members (without vote):**

Doris L. Carver, *Computer* EIC, present  
David W. Hennage, Executive Director, present  
James D. Isaak, IEEE Division VIII Director, present  
Gene F. Hoffnagle, IEEE Division V Director, present  
Murali R. Varanasi, VP, Educational Activities Board, present  
Yervant Zorian, VP, Technical Activities Board, present

**3. Introduction of Guests - Chang**

The following guests and staff were present:

|                   |                    |
|-------------------|--------------------|
| Angela R. Burgess | Reiner Hartenstein |
| Robert G. Care    | John C. Keaton     |
| Robert Desoff     | Anne Marie Kelly   |
| Violet S. Doan    | Richard A. Price   |
| Wolfgang Giloi    | John Reimer        |
| Desmona Harris    | John Walz          |
| Lynne Harris      |                    |

**4. Approval of Agenda - Chang**

Motion 4: Zorian moved, Williams seconded, "MOVED, that the agenda be approved, as revised:" Motion carried by voice vote.

- Item 13           Removed from the agenda
- Add item 15     EPSB/Knowledge Net Funding Approval
- Item 16           Approval of ITC2004 Budget will be a reporting item only
- Item 17           Approval of SC2004 Budget will be a reporting item only
- Add item 18     SP5 Approval
- Add item 23B    SC2004 Budget Modification
- Add item 22     EIC Appointments
- Add item 26A    PPM Modification, Section 13: Awards
- Item 35           Removed as a discussion item

**5. BLANK****6. Approval of Minutes of the 22 November 2003 Meeting - Garcia**

Motion 6: Garcia moved, "MOVED, that the minutes of the 22 November 2003 Board of Governors meeting be approved with the following corrections:" Motion carried by voice vote.

- Item 2A:       Cybenko was present, not absent
- Item 2A:       Correct King's title to read "Past President" instead of President
- Item 2A:       Correct Scherrer's title as First VP of "Educational" activities
- Item 20.1:     Garcia moved instead of Diamond
- Item 21:       Garcia moved instead of Diamond
- Item 50:       Insert the year 2004 after the day and month

**7. Report of the President - Chang**

President Chang gave an oral report in addition to his written report on pages 7-1 and 7-2.

**8. Report of the Treasurer - Kasturi**

Kasturi gave the report of the Treasurer. (see pages 8-1 through 8-37 of the *Agenda Book*).

**9. Report of the Executive Director - Hennage**

Hennage reported on recent activity in the society (see pages 9-1 through 9-8 of the *Agenda Book*) and also noted the executive staff reports in section 44.

**10. Status of Action Items - Garcia**

The secretary reviewed the status of action items as of 31 January 2003 (see pages 10-1). There are no open action items.

**ACTION ITEMS****11. BLANK****12. Preliminary 2005, 2006, 2007 Budget Targets – Kasturi**

MOVED, that the Board of Governors of the IEEE Computer Society adopts the preliminary operating budget planning targets for society programs in 2005, 2006, and 2007, expressed in thousands of US\$, as follows:” Motion carried by voice vote.

| <i>Program Area</i>  | <b>2005</b> | <b>2006</b> | <b>2007</b> |
|----------------------|-------------|-------------|-------------|
| Transactions         | 3,775.3     | 3,883.4     | 2,779.6     |
| Magazines            | 1,205.6     | 1,253.4     | 1,705.1     |
| Computer             | (926.0)     | (1,037.8)   | (1,174.3)   |
| Advertising          | 517.4       | 621.9       | 739.1       |
| CS Press             | 1,055.8     | 1,034.1     | 1,145.4     |
| Conferences          | 693.5       | 571.6       | 688.9       |
| Technical Activities | (498.7)     | (505.5)     | (550.6)     |
| Standards            | (75.3)      | (63.1)      | (65.0)      |
| Continuing Education | (102.5)     | 3.1         | (1.4)       |
| CS Int’l Design Comp | 1.2         | 1.7         | 0.4         |
| Chapters             | (296.5)     | (301.5)     | (309.6)     |
| Membership           | (1,194.0)   | (1,248.3)   | (1,270.8)   |
| Education            | (241.9)     | (244.8)     | (247.8)     |
| Awards               | (206.9)     | (213.5)     | (220.3)     |
| *General             | (6,335.4)   | (6,431.4)   | (6,698.4)   |
| Net                  | (2,628.4)   | (2,399.4)   | (2,909.8)   |

\*Includes IEEE Infrastructure Charge

**13. IT Accreditation and CSAB Funding - Varanasi**

This item was removed from the agenda.

**14. 2004 SWEBOK Guide - Moore**

Motion 14: Moore moved for the Professional Practices Committee, “MOVED, that the Board of Governors of the IEEE Computer Society approves the 2004 Edition of the Guide to the Software Engineering Body of Knowledge (subject to final copy-editing) and authorizes the chair of the Professional Practices Committee to proceed with printing . ” Motion carried by voice vote.

Action: Chair, PPC. Due: 31 May 2004. BOG 2/04. 14. Proceed with printing the 2004 Guide to SWEBOK (subject to final copy-editing).

**15. Approval of 2005 Budget Amendment for EPSB Funding - *Kasturi***

Motion 15: Kasturi moved for the Finance Committee, "MOVED, that the Board of Governors of the IEEE Computer Society approves the Finance Committee's recommendation to approve the expenditure of \$239,000 in the 2005 budget for the extension of the contract with Knowledge Net, who supplies our Distance Learning courses." Motion carried by voice vote.

**16. Approval of ITC2004 Budget - *Schober***

Reporting item only (see attachment 16).

**17. Approval of SC2004 Budget - *Schober***

Motion 17: Schober moved for the Conferences & Tutorials Board, "MOVED, that the Board of Governors of the IEEE Computer Society approves the SC'04 budget as proposed and delegates authority to the Vice President for Conferences & Tutorials to monitor the SC '04 budget and approve budget revisions." Motion approved by voice vote.

**18. Approval of SP5 - *Carver***

Motion 18: Carver moved for the Planning Committee, "MOVED, that the Board of Governors of the IEEE Computer Society approves the draft 2004 Strategic Plan (SP-5) Draft 6 as proposed, with the understanding that the published document will be subjected to professional editing." Motion carried by voice vote.

Action: Chair, Planning Committee. Due: 31 May 2004. BOG 2/04. 18. Proceed with printing the draft 2004 Strategic Plan (SP-5).

**19. BLANK****EXECUTIVE SESSION BEGINS****20. Selection of 2005 IEEE Division V Delegate-Elect Candidates - *Diamond***

Motion 20: Diamond moved for the Nominations Committee, "MOVED, that the Board of Governors of the IEEE Computer Society approves the Nomination Committee's recommended candidate slate for IEEE Division V Director-Elect." Motion carried.

Action: Executive Director. Due: ASAP. BOG 11/03. 20. Notify IEEE of the board's approval of the candidate slate for IEEE Division V Director-Elect.

**21. Approval of Award Recipients - *Giloi*****A. 2004 Harlan D. Mills Award**

Motion 21A: Giloi moved for the Awards Committee, "MOVED, that the Board of Governors of the IEEE Computer Society approves the recommendation of the Awards Committee for the recipient of the 2004 Harlan D. Mills Award." Motion carried.

Action: President. Due: ASAP. BOG 02/04. 21A-1. Notify the recipient of the 2004 Harlan D. Mills Award.

Action: Awards Chair. Due: After President notifies recipient. BOG 02/04. 21A-2. Notify the nominator and subcommittee of the 2004 Harlan D. Mills Award recipient.

#### **B. 2003 Computer Pioneer Award**

Motion 21B: Giloi moved for the Awards Committee, "MOVED, that the Board of Governors of the IEEE Computer Society approves the recommendation of the Awards Committee for the recipient of the 2003 Computer Pioneer Award." Motion carried.

Action: President. Due: ASAP. BOG 04/02. 21B-1. Notify the recipient of the 2003 Computer Pioneer Award.

Action: Awards Chair. Due: After President notifies recipient. BOG 04/02. 21B-2. Notify the nominator and subcommittee of the 2003 Computer Pioneer Award recipient.

#### **C. 2004 Computer Pioneer Award**

Motion 21C: Giloi moved for the Awards Committee, "MOVED, that the Board of Governors of the IEEE Computer Society approves the recommendation of the Awards Committee for the recipient of the 2004 Computer Pioneer Award." Motion carried.

Action: President. Due: ASAP. BOG 04/02. 21C-1. Notify the recipient of the 2004 Computer Pioneer Award.

Action: Awards Chair. Due: After President notifies recipient. BOG 04/02. 21C-2. Notify the nominator and subcommittee of the 2004 Computer Pioneer Award recipient.

#### **D. 2004 Computer Entrepreneur Award**

Motion 21D: Giloi moved for the Awards Committee, "MOVED, that the Board of Governors of the IEEE Computer Society approves the recommendation of the Awards Committee for the recipient of the 2004 Computer Entrepreneur Award." Motion carried.

Action: President. Due: ASAP. BOG 11/03. 21D-1. Notify the recipient of the 2004 Computer Entrepreneur Award.

Action: Awards Chair. Due: After President notifies recipient. BOG 02/04. 21D-2. Notify the nominator and subcommittee of the 2004 Computer Entrepreneur Award recipient.

### **22. Board Approval of Presidential Appointment of Editor-in-Chief Appointment(s) - Williams**

#### **A. IEEE Micro**

Motion 22A: Williams moved for the Publications Board, "MOVED that the Board of Governors of the IEEE Computer Society consents to the appointment of the Editor-in-Chief of *IEEE Micro* for a term beginning on 1 January 2005 and ending on 31 December 2006."

Action: President. Due: ASAP. BOG 02/04. 22A. Notify the EIC of *IEEE Micro* of their (re)appointment for a term beginning on 1 January 2005 and ending on 31 December 2006.

**B. *IEEE Computer Graphics & Applications***

Motion 22B: Williams moved for the Publications Board, "MOVED that the Board of Governors of the IEEE Computer Society consents to the appointment of the Editor-in-Chief of *IEEE Computer Graphics & Applications* for a term beginning on 1 January 2005 and ending on 31 December 2006."

Action: President. Due: ASAP. BOG 02/04. 22B. Notify the EIC of *IEEE Computer Graphics & Applications* of their (re)appointment for a term beginning on 1 January 2005 and ending on 31 December 2006.

**C. *IEEE Transactions on Visualization & Computer Graphics***

Motion 22C: Williams moved for the Publications Board, "MOVED that the Board of Governors of the IEEE Computer Society consents to the appointment of the Editor-in-Chief of *IEEE Transactions on Visualization & Computer Graphics* for a term beginning on 1 January 2005 and ending on 31 December 2006."

Action: President. Due: ASAP. BOG 02/04. 22C. Notify the EIC of *IEEE Transactions on Visualization & Computer Graphics* of their (re)appointment for a term beginning on 1 January 2005 and ending on 31 December 2006.

**D. *IEEE Internet Computing***

Motion 22D: Williams moved for the Publications Board, "MOVED that the Board of Governors of the IEEE Computer Society consents to the appointment of the Editor-in-Chief of *IEEE Internet Computing* for a term beginning on 1 January 2005 and ending on 31 December 2006."

Action: President. Due: ASAP. BOG 02/04. 22D. Notify the EIC of *IEEE Internet Computing* of their (re)appointment for a term beginning on 1 January 2005 and ending on 31 December 2006.

**E. *IEEE Software***

Motion 22E: Williams moved for the Publications Board, "MOVED that the Board of Governors of the IEEE Computer Society consents to the appointment of the Editor-in-Chief of *IEEE Software* for a term beginning on 1 January 2005 and ending on 31 December 2006."

Action: President. Due: ASAP. BOG 02/04. 22E. Notify the EIC of *IEEE Software* of their (re)appointment for a term beginning on 1 January 2005 and ending on 31 December 2006.

**F. *Computer***

Motion 22F: Williams moved for the Publications Board, "MOVED that the Board of Governors of the IEEE Computer Society consents to the appointment of the Editor-in-Chief of *Computer* for a term beginning on 1 January 2005 and ending on 31 December 2006."

Action: President. Due: ASAP. BOG 02/04. 22F. Notify the EIC of *Computer* of their (re)appointment for a term beginning on 1 January 2005 and ending on 31 December 2006.

**G. *IEEE Transactions on Computers***

Motion 22G: Williams moved for the Publications Board, "MOVED that the Board of Governors of the IEEE Computer Society consents to the appointment of the Editor-in-Chief of *IEEE Transaction on Computers* for a term beginning on 1 January 2005 and ending on 31 December 2006."

Action: President. Due: ASAP. BOG 02/04. 22G. Notify the EIC of *IEEE Transaction on Computers* of their (re)appointment for a term beginning on 1 January 2005 and ending on 31 December 2006.

**EXECUTIVE SESSION ENDS**

**23. 2003 Budget Amendments – *Kasturi***

**A. Capital Budget**

None brought forward.

**B. Operating Budget**

Motion 23B: Kasturi moved for the Finance Committee, "MOVED, that the Board of Governors of the IEEE Computer Society approves, as recommended by the Finance Committee, the use of the IEEE-CS share of the verified average surplus for SC 2002 and SC 2003, in an amount not to exceed \$85K, to fund the SC Education Program, and amends the 2004 budget to take this into account." Motion carried by voice vote.

**24. BLANK**

**25. Amendments to the Society Bylaws - *Diamond***

None brought forward.

**26. Policies & Procedures Manual Revisions - *Engel***

**A. Section 13, Awards**

The Executive Committee approved modifications to PPM Section 13 at its 27 November 2004 meeting (see below). It is being entered here as a reporting item only.

**13.5.8 Distinguished Contributions to Public Service in a Pre-College Environment**

Contributions: To further the professional and technical goals of the IEEE Computer Society in a pre-college environment.

Eligibility: Open to all, with one award per year.

Nominator: Anyone may nominate. Nominations must include specific information on activities for at least five years and be accompanied by at least two endorsement letters.

Award: Award item will consist of a plaque.

Administration: Nominations will be presented to ~~CAB~~ the Awards Subcommittee. ~~Recommendations will be forwarded to the Awards Committee for final approval.~~

Funding Source: Funding for the award will be ~~an expense item in the approved CAB budget~~ at the discretion of the President.

27. BLANK

28. BLANK

28. BLANK

29. BLANK

30. BLANK

31. BLANK

32. BLANK

33. BLANK

#### DISCUSSION ITEMS

34. BLANK

35. BLANK

36. BLANK

37. BLANK

38. BLANK

39. BLANK

#### REPORTS

40. AD HOC COMMITTEES

40A. Online Agenda Book – *Moore*  
No report.

41. EXECUTIVE COMMITTEE MEMBERS

41A. President-Elect - *Chang*

No report.

41B. Second Vice President, Chapters Activities - *Kemmerer*

(See pages 41B-1 thru 41B-3 of the *Agenda Book*.)

41C. Vice President, Conferences & Tutorials - *Schober*

(See page 41C-1 thru 41-C3 of the *Agenda Book*.)

41D. Vice President, Educational Activities - *Varanasi*

(See pages 41D-1 thru 41D-5 of the *Agenda Book*.)



**41E. First Vice President, Electronic Products & Services - Johnson**

No report

***Digital Library Committee – Hoelzeman***

No report

***Distance Learning Committee - Aylor***

No report

***Web Redesign Committee – Swigger***

No report

**41F. Vice President, Publications - Williams**

(See pages 41F-1 and 41F-2 of the *Agenda Book*.)

**41G. Vice President, Standards Activities – Moore**

(See page 41G-1 thru 41G-6 of the *Agenda Book*.)

**41H. Vice President, Technical Activities - Zorian**

No report.

**41I. Secretary – Garcia**

No report

**41J. Past President - Diamond**

No report.

**41J. IEEE Division V/VIII Directors – Isaak/Hoffnagle**

Isaak and Hoffnagle gave an oral report.

**41K. Computer Editor-in-Chief - Carver**

No report.

**42. STANDING COMMITTEES****42A. Audit – Albert-Howard**

(See pages 42A-1 thru 42A-6 of the *Agenda Book*.)

**42B. Awards - Giloi**

(See pages 42B-1 and 42B-2 of the *Agenda Book*.)

**42C. Computer Society International Design Competition – Clements**

(See page 42C-1 of the *Agenda Book*.)

**42D. Constitution & Bylaws – Engel**

No report.

**42E. Elections – Takizawa**

No report.

**42F. Fellows – Cain**

No report.

**42G. Finance – Kasturi**

(See Treasurer's Report in section 8 of the *Agenda Book*.)

**42H. History – Liu**

No report.

**42I. Intersociety Cooperation – Diamond**

(See page 42I-1 of the *Agenda Book*.)

***IEEE Sensors Council Representative Report – Schober***

(See page 42I-3 of the *Agenda Book*.)

**42J. Membership – Diamond*****Ombudsman/Member Services Report – Albert-Howard***

(See attachment 42J of the *Agenda Book*.)

**42K. Nominations – Diamond**

No report.

**42L. Personnel and Compensation – Diamond**

No report.

**42M. Planning – Engel**

No report.

**42N. Professional Practices Committee – McConnell**

(See pages 42N-1 and 42N-2 of the *Agenda Book*.)

***CSDP Report – Bagert***

(See page 42N-3 of the *Agenda Book*.)

**43. OTHER**

None

**44. STAFF****44A. Publisher - Burgess**

(See pages 44A-1 thru 44A-6 of the *Agenda Book*.)

**44B. Director, Information Technology - Care**

(See pages 44B-1 thru 44B-4 of the *Agenda Book*.)

**44C. Director, Administration - Doan**

(See pages 44C-1 thru and 44C-3 of the *Agenda Book*.)

***February 2003 Membership Report***

(See pages 44C-5 and 44C-7 of the *Agenda Book*.)

***Asia/Pacific Office Report***

(See page 44C-9 of the *Agenda Book*.)

***Beijing Service Center Report***

(See pages 44C-11 and 44C-12 of the *Agenda Book*.)

***Budapest Service Center Report***

(See pages 44C-13 thru 44C-16 of the *Agenda Book*.)

***Moscow Service Center Report***

(See page 44C-17 and 44C-18 of the *Agenda Book*.)

**44D. Director, Volunteer Services – Kelly**

(See page 44D-1 of the *Agenda Book*.)

***Technical Meetings Final Reports Received Since Last Agenda Book***

(See pages 44D-3 thru 44D-8 of the *Agenda Book*.)

***Technical Meetings Approved Since Last Agenda Book***

(See pages 44D-9 thru 44D-12 of the *Agenda Book*.)

***Technical Meetings Final Reports Overdue***

(See pages 44D-13 thru 44D-17 of the *Agenda Book*.)

***Technical Meetings Schedule***

(See pages 44D-19 thru 44D-36 of the *Agenda Book*.)

**44. BLANK**

**45. SPECIAL ORDERS**

None.

**46. UNFINISHED BUSINESS OR GENERAL ORDERS**

None.

**47. NEW BUSINESS**

None.

**48. GOOD OF THE ORDER**

**48A.** Hoffnagle reported that the IEEE board meetings in Savannah had gone well and were productive in many areas.

**49. ANNOUNCEMENTS**

None.

**50. NEXT MEETING**

The next meeting will be held at 8:30 a.m. on Saturday, 12 June in Long Beach, California USA.

**51. ADJOURNMENT**

The meeting adjourned at 3:00 p.m.

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**ATTACHMENTS**

Attachment 42J      Ombudsman Report