

2008 IEEE Region 1 Board of Governors Winter Meeting  
Hyatt New Brunswick  
Saturday, February 9, 2008  
8am – 5pm

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**Meeting Minutes**

Director Michel reviewed the 4 goals for this Meeting as follows:

- Introduce Region Leadership
- Establish a collective view for the future
- Report on transition from Regional Activities to Member and Geographic Activities
- Begin process of establishing recommendations for Sections Congress 2008 (SC08)

**Present:**

Total of 46 Attendees (see Attached Attendance List)

**1. ADMINISTRATIVE**

1.1. Welcome

Director Michel welcomed the Region leadership and invited participation and active engagement by all attendees.

1.2 Approval of Agenda-

The Board determined that item A.10 will be dropped and addressed at Summer 2008 Bog meeting

Additions include:

3.16 to Agenda: By- Laws and Operations Manual ( Presentation by E. Heidelberg)

The addition of GOLD and WIE as voting positions.

With those 2 changes, the agenda approved.

1.3 Approval of Minutes of August 2007- Approved.

1.4 Director's Report-

Director Michel noted the potential for integration of each member and their employer to increase member participation and involvement at the Region level.

The stated goal of the meeting was also reviewed:

- Develop Member
- Membership Development

- Balance Budget
- Operating style- begin with SPC looking at a region 5-10 years out – assigned to Art Winston, conduct a function audit, assigned to C. Rubenstein, and have each committee chair establish goals for 2008 and 2009.

Concern was raised over the impact of the number of members dropping membership renewals. Director Michel informed the meeting that Region 1 is piloting a new rebate program which would recognize sections doing things to support their members. Two sections, NH and Worcester are participating.

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#### 1.5 ExCom Report:

Motion presented and approved to allow section GOLD, WIE and Membership Development chairman to attend the summer the Training Workshop. These 3 positions are allowed to have substitutions, however, section officer positions are not to be substituted.

#### 1.6 Report of the Director-Elect

Director-Elect Rubenstein reviewed the motions created by the ExCom for this Board of Governors meeting and requested support from the Region 1 Leadership and Section Chairs at the upcoming Summer Leadership Meeting.

#### 1.7 Secretary's Report-

Thanks to Peter Eckstein for his support during the transition.  
There are plans to integrate support from IEEE Headquarters to allow on-line registration of R1 BoG meetings and view copies of R1 meeting minutes.

#### 1.8 Treasurer's Report (Roger Sullivan for Karl Sommer)

See attachment

- The Treasurer reminded attendees of the need to focus on a balanced budget. It was also noted that Region 1 received additional funding (late 2007) to ensure support by Region 1 at Sections Congress.
- Net Worth decreased \$4k, meeting expenses were the largest item in the 2007 FY, \$180k.
- Updated expense report forms are posted on the Region 1 website with mileage rate of 50.5 cents/mile
- The Region 1 Treasurer asked attendees to please submit expense report within 30 days of incurring expense.

#### 1.9 Auditor's Report (Nick Nonis)

See Attachment

- Nick noted that this year, a sampling approach was used to audit the records of Region 1.
- 25 expense reports representing 72% of Region 1 expenses were reviewed.

- Result: Audit Committee commends the Region 1 Treasurer for 17+ years of dedication/attention to detail. The financial records of Region 1 are “error-free” and are in good hands.
- Reminder to attendees: please submit reimbursements within 30 days of expense and a “cut check” is only valid for 90 days.
- Motion presented and approved: review period reporting dates to be consistent: 6/30/07 and 7/1/07.

1.10 Past Director’s Report (Barry Shoop) ---dropped and moved to Summer Meeting 2008

1.11. 2008 Region 1 Leadership Workshop (Charles Rubenstein)

- Review of Motion from Ex-Com: Invite section officers and Membership Development, PACE and GOLD chairs to the summer meeting, with substitutions allowed for the committee chairs but not officers. Training Workshop.
- Motion passes
- Region 1 Leadership Workshop- may include IEEE VPs and Staff Attending/2 Key Note and 4 Parallel Sessions.
- Looking for input from the Sections and Area Chairs

**2. BREAK**

**3. COMMITTEE REPORTS**

3.1 Strategic Planning – (Art Winston)

See Attachment

The charter, goals, and composition of the Region 1 2008 Strategic Planning Committee were presented. The Committee would like to obtain a conference calling card to be able to do the majority of its work by phone and emails. However, Arthur stressed that face-to-face introductions are important in building professional networks and encouraging additional members to become involved.

The Strategic Planning Committee noted the importance of “Public Imperative” as a function of IEEE 501(c) 3 status and the emphasis that IEEE was placing on it in its new strategic planning. Arthur gave examples of some of the efforts being conducted at the IEEE level in humanitarian activities.

The Committee offered to conduct a training workshop in section strategic planning in providing support for C. Rubenstein’s Summer Leadership training program.

See Attachment

Professional Activities Committee announced that it is seeking input from Areas and Section Leaders to develop and enhance program. They further request

support from the Region 1 in order to send a primary delegate to the 2008 Annual Meeting: April 25-27 Indianapolis. The topic of the Annual Meeting is “Green Engineering: A Push Toward Sustainability”. The Committee will focus on promoting PACE to Sections who have not previously participated.

### 3.3 Industrial Relations Coordinator (Ashutosh Dutta)

See Attachment

This committee reports that they are receiving good support from industry and that they are seeking to establish an Industry Relations rep in each Section (similar to PACE); an industrial relations representative to each industry and development of short courses to fit the needs of industry

### 3.4 Chapter Coordinator (Gerard Franz)

See Attachment

This Coordinator noted that this position was vacant for the past 2 years and is seeking to develop member activities at the chapter level and measure effectiveness, with the result to renew and energize chapters.

### 3.5 Membership (Ravi Todi)

See Attachment

The Membership coordinator Noted that Region 1 has the highest number of Fellows and that the goal is to determine the “value perception” of the Fellow designation. One possibility that was discussed was the “member-get-a-member” promotion.

### 3.6 Awards (Tom Perkins)

See Attachment

The Awards Committee stated that its goal was to improve member’s awareness of the valued talent and professional contributions of other members within Region 1.

### 3.7 Educational Activities Coordinator (Babak Beheshti)

See Attachment

The Educational Activities Coordinator stated that they were focused on the following goals:

- a. Identify educational requirements within the Sections
- b. Create infrastructure/recipes useful for Section Chairs
- c. Establish a calendar of events
- d. Support and Enhance Section Continuing Education Session for PEs

- e. Promote IEEE Expert Now program

### 3.8 Conference Coordinator (John Conrad)

See Attachment

Presented list of 2008 and 2009 Conferences scheduled

Requested support and attendance of conferences scheduled

### 3.9 Electronic Communications Coordinator/Website (Harold Ruchelman/

Larry Nelson, Jr)

See Attachments

Harold and Larry reviewed progress on their Committee. They requested timely input from the Sections and Area Chairs to expedite posting to the website. In addition, current work is focused on development of a Region 1 Blog, RSS feeds, podcasting and iTunes-IEEE.

### 3.10 Newsletter Editor (James Anderson)

See Attachments

Jim reviewed the Region 1 newsletter and requested input from the Section and Area Chair so that timely information can be posted. The goal is to update the newsletter within 30 days of the Board of Governor's Meeting.

### 3.11. GOLD (Uri Moszkowski)

See Attachment

Uri reviewed the outreach efforts to establish GOLD Chairs for each Section. In fact, in some cases, GOLD and WIE may jointly sponsor events. It was further noted that the Boston Section had a graduation party to help promote benefits of IEEE membership and participation. Uri has posted additional information on the Region 1 website inviting participation at the April 26, 2008 GOLD/SAC/WIE conference in NJ, as well as upcoming events for Engineers Without Borders.

### 3.12 WIE Coordinator (Darlene Rivera)

See Attachment

Darlene announced the WIE Goal to host a quarterly teleconference and posting a Region 1 WIE on website. A WIE newsletter has been developed and a beginning database for Region Women Speakers, with a request for participation and support by Region 1.

### 3.13 Pre-College- (Rob Reilly) :

Charles Rubenstein presented for Rob Reilly who is not able to attend Region 1 Winter Meeting. The Pre-College goal is to develop programs and bring additional attention to the pre-college program across a wider set of sections.

### 3.14 Student Activities Coordinator (Robert Sadowski)

Bob announced his transition from PACE to Student Activities and reminded attendees of upcoming Student Paper Competition. The Region Director and Director Elect stated their disappointment that they could not participate as judges in the Student Paper Competition since they will be attending other IEEE USA functions.

### 3.15 SPAC Coordinator (Bala Prasanna)

Bala has established a goal to develop additional support from other Sections which are not currently participating and further stated that the Syracuse Section reported interest in involvement and support of SPAC.

### 3.16 By-Laws and Ops Manual (Ernest Heidelberg)-

Ernie reported an adjustment of approximately 2 months for his planned reports. Ernie is currently working on the updates to the by-laws and operations manual to reflect and support current Region 1 Goals.

## 4. LUNCH

## 5. SECTIONS CONGRESS

1. Joe Lillie introduced an MGA promotion titled “The Member is IEEE and the IEEE is the Member”. The focus of this promotion is International and Global organizations operating in a global world. Joe’s team is identifying how best to guide the development of new leaders into IEEE. One approach will concentrate on breaking down the existing silos in IEEE, while also promoting the “fun”. Joe stated that the priorities are currently being developed, recognizing Pedro Ray’s (past VP RAB) contribution to positioning IEEE for future success. Joe also recognized Region 1 Past Director Barry Shoop and his vision and passion for MDA. Joe noted that his goal includes reaching out effectively to the existing membership and encouraging growth through new members. He discussed development of a “call center reaching the membership data for the conference proceedings and encouraged attendance and participation at Sections Congress.

### 2. Sections Congress (Roger Sullivan)

Roger noted that Region 1 will fund each Section up to \$1600 for the Section’s Primary Delegate to attend Sections Congress. The primary delegate will submit an expense report to the Section Treasurer for reimbursement. The Section would be financially responsible for additional delegates. The delegates would pay directly for the Partners (Spouses) and Children. Registration materials will be available mid-February 2008 with a mid-August deadline. A passport/birth certificate and driver’s license will be required...please check the website to confirm necessary documentation.

Roger also noted that Region 1 needs a confirmation of 22 Section Chair Names and email addresses. He also recommends that prior to Sections Congress the Region prepare the following:

- Identify critical issues
- Brainstorming/focus groups
- Spring/Summer 2008 Region Meetings
- See additional detail ( per Roger’s Recommendations Slides)
- Recommendations Schedule

### 3. Sections Congress 2008 Recommendations (Ed Palacio)

Currently MGA Strategy Person

Primary focus is on the member, rather than on counting enrollments. Member Development has been broadened to include member education and training/member engagement and life cycle. Ed mentioned that this approach should positively impact all aspects of the member relationship with IEEE.

Irv Engelson offered suggestions to consider development of the “human face” of engineers through programs such as “Engineers without Borders” and further how to build on the positive impacts of the profession to new members.

Ed suggested that Region 1 present 4 major ideas from each of the following areas at Sections Congress:

- A. Public Imperative- Spokesperson of the Profession
- B. Member Development – Member Interface
- C. Membership Communication
- D. The Life of the Leader- Volunteer Leader Development

The following action items were identified:

Areas of Focus to Consider:

- A. Public Imperative- Spokesperson of the Profession-  
Assigned to NE Area (Area A); also Prasanta Ghosh( Syracuse Section) interesting in supporting.
- B. Member Development – Member Interface-  
Assigned to Southern Area (Area B)
- C. Membership Communication-  
Assigned to Central Area (Area C)
- D. The Life of the Leader- Volunteer Leader Development-  
Assigned to Western Area (Area D)

The Area Chairs took an as action items: Review Tools/Process/Personnel for each category listed above ( A-D) and determine the value to the member. The focus should be to identify the intersection of these categories and to have a presentation ready for discussion.

The deadline was set for presentation at the next ExCom Meeting scheduled for June 2008. The Area Chairs are encouraged to exchange ideas within and throughout their areas by April 1, 2008 and submit the ideas to Roger Sullivan with copies to Mary Reidy, Howard Michel and Ed Palacio. These ideas will then be reviewed further to present at Sections Congress.

Ken Arnold requested a copy of the 10 recommendations that came from 2005 Sections Congress along with the status of each recommendation. Ken noted that the Area Chairs should have these as they prepare the recommendations for 2008 Sections Congress.

Cecelia Jankowski stated that she will provide a copy of the requested information to Roger for review and distribution.

## **6. BREAK**

## **7. SECTION CHAIR OPEN FORUM**

Northeast Chair: Harold Belson

Ali Abedi ( Maine Section Chair) suggested considering the addition of a Membership Development Chair and dropping one officer position for attendance at Sections Congress

Central Area Chair: Durga Misra

Quan Chen ( Springfield Section Chair) noted that the Springfield Section is working on a presentation covering renewable energy projects.

Southern Area Chair: Durga Misra:

Ashutosh Dutta ( Princeton- Central Jersey Chair) requested support for the IEEE Symposium April 28-30, 2008; and asked that participants visit the website. He also noted that recruiting active membership is still difficult. He may consider joint seminars with other sections.

Western Area Chair: Ken Arnold

Prasanta Ghosh ( Syracuse Section Chair) noted that the Syracuse Section submitted proposal to host Sections Congress 2011. If the Syracuse Section is successful in its bid, they will need support from the Sections, Area and Region. He also reported that short courses in engineering were offered in Syracuse for PE continuing credits and that the Syracuse Section's support of the Seeds for Science program supports and enhances the Public Image of IEEE in the community. Syracuse is also working with the pre-college students and science teachers to further communicate

who and what engineers are and do. Prasanta noted that these efforts are more productive if you can recruit the Student Chapter working collaboratively with the pre-college school students. There is an upcoming STEM teachers workshop scheduled for March 2008 in conjunction with the IEEE Education Society with a focus on developing teachers for the future of engineering education.

Northeastern Area: Harold Belson: The Northeastern Area noted that the current level of change in the Region 1 leadership team, bringing on new leadership will require some learning curve.

### Section Reports:

Mid-Hudson Section: Lisa Shay: Lisa reported on the successful sponsorship for the “1<sup>st</sup> Lego League” . The First Lego League competition provided three benefits to the IEEE in the Mid-Hudson section:

1. It shows the value of the IEEE to members who are parents of participants
2. It associates the IEEE with robotics in the minds of students who participated
3. It improves the public image of IEEE since the event is reported in the local press

Jersey Coast Section: The Jersey Coast section is asking for assistance from other Section to assist in expanding the existing website. The Worcester Section offered some suggested approaches such as Drupal (which includes blogs, wikis and is available through open-source).

Rochester Section: Jayanti : The Rochester Section noted that of the 11 Societies, there are 3 that are very active with annual workshops. The Engineering Societies in Rochester are heading up a design contest for Middle School . There are also 2 new chapters: LEOS and Sensing with a possible new Education Society starting with assistance from Rob Reilly. The Rochester Section is requesting assistance in coordinating package options of membership that might allow some free societies or free electronic version of publications. They also mentioned that if the members wish the hard copies they might be available at additional cost. The primary concern was for a complimentary mix of society membership as benefit of members.

Schenectady Section: Zongqi “Sonnie” (“Sonnie”)Chen- Sonnie suggested that a database be established to offer job description and personal contacts so that new officers can contact previous chairs, as well as develop database with pipeline for speaker expertise. Also, Sonnie noted

that there should be a way to identify high quality speakers and possibly consider setting up on-line blogs, wikis, etc.

North Jersey Section (Kirit Dixit)- Kirit noted that there will be two 2 New Societies , Instrumentation and EMBS and a dedication ceremony with a national memorial. A plaque will be placed in the West Orange Town Hall Municipal Bldg. In addition, the Section is reviewing a possible recognition in Murray Hill as avenues to publicly recognize the contribution of local engineers.

Long Island Section: Sandy Mazzola- Sandy noted that LISAT will be scheduled for May 2008 and further detail available at the following website: [www.ieee.org/li](http://www.ieee.org/li).

Green Mountain Section: The Green Mountain Section noted that there are meetings scheduled at University of Vermont inviting students and section members who also share complimentary pizza. The Section receives support from the University of Vermont who funds the first year of IEEE membership in addition to the K-12 program run through the University for PACE.

Buffalo Section: Judy Moskal- ( See Attachment). The Buffalo Section is reporting that they are currently recycling membership and have members in the process for potential leadership positions in the future. There is a decreasing pool of potential membership due to the loss of job and decrease in the local economy.

## **8. OLD BUSINESS**

None

## **9. NEW BUSINESS**

None

## **10. REVIEW OF MEETING**

- Goals and Action Items
- Heard from Section and Committee Chairs
- Established a collective-view of the future.
- Heard from all the committee chairs. Committee Chairs working for the Sections/report back on the goals for the August meeting.
- Discussion of transition to MGA.
- Beginning discussion on 2008

### **ACTION ITEM:**

1. Area Chair assigned matrix approach due April

2. Appoint Membership Development Chair for each Section, if they don't already have it.
3. If Section Chair doesn't appoint MDA Chair, they will be the MDA chair.
4. New Pre-College Chair – Rob Reilly; please send reports directly to him.
5. Roger to contact CJ and send the 2005 Section Congress status/recommendations.

Irv Engelson- Comments

Irv thanked Howard for the invitation to attend Region 1 Winter Meeting and to note the importance of Howard's appointment to the Region 1 team. Region 1 well-represented and pro-active before the first Board Meeting.

**11. ANNOUNCEMENT OF NEXT MEETING**

Crowne Plaza- Friday August 1- Sunday August 3<sup>rd</sup>

**12. ADJOURNMENT**

Meeting adjourned at 4:15pm

ATTENDEES LIST  
IEEE Region 1 Board of Governor  
Saturday February 9, 2008

1. Roger Sullivan NY-( for Karl Somer)
2. Gerry Allophone PCJS (SPC)
3. Arthur Winston - Boston(SPC)
4. Irving Engelson – Princeton
5. Al Reinhart- Worcester
6. Larry Nelson, Sr.-Worcester
7. Robert Sadowski- Mid-Hudson
8. Fausto Molinet- Boston
9. Bruce Hecht- Boston
10. Babak Beheshti- Long Island
11. Ravi Todi- Mid-Hudson
12. Larry Nelson, Jr.
13. Ashutosh Dutta- Princeton/Central Jersey
14. Gerhard Franz- PCJS
15. Lisa Shay- Mid-Hudson
16. Kirit Dixit- North Jersey
17. David Casper- Providence
18. Zongqi( Sonnie) Sun- Schenectady
19. Santo( Sandy) Mazzola- Long Island
20. Ali Abedi- Maine
21. Joe Lillie- MGA- VP
22. David Weiss- New York Section
23. T.K. Srinivas- NJ Coast Section
24. Darlene Rivera- NY
25. Robert M. Pellegrino- NY METSAC
26. Nick Nonis- NY – R1 Audit Chair
27. Harold Ruchelman- NY Section
28. Judith Moskal- Buffalo Section
29. Quan Chen- Springfield Section
30. Lori Jeromin- Boston Section
31. Ron Tabroff- Boston Section
32. Ernest Heidelberg- Connecticut
33. Prasanta Ghosh- Syracuse
34. Jayanti Venkataraman- Rochester Section
35. John Conrad- Boston Section
36. Uri Moszkowicz- Boston Section
37. Jim Anderson- New Hampshire
38. Nita Patel- New Hampshire
39. Tom Perkins- New Hampshire
40. Ken Arnold- Rochester
41. Durga Misra- North Jersey ( Area B)
42. James Monzel- Green Mountain ( Central Area Chair)

43. Harold Belson- Northeastern Area Chair
44. Charles Rubenstein – R1 Director- Elect
45. Howard Michel – R1 Director
46. Mary Reidy- R1 Secretary