

# Feb 1999

	Review and Adoption of Agenda.
	<b>NOTE: Minutes 1 through 31 were approved as part of the Consent Agenda. These items are shown individually for easy reference.</b>
2.	Approval of TAB Minutes.
3.	Acceptance of TAB Management Committee Actions.
A.	Approval that each IEEE Nominations and Appointments Committee reflect the Geographic Distribution of its Membership.
B.	Approval of Funding for Society Chapter Coordinators' Attendance at Sections Congress 1999.
C.	Approval of Additional Revision to TAB Bylaw T-202 – TAB Vision Statement.
4.	Approval of Revisions to the IEEE Microwave Theory and Techniques Society Pioneer Award.
5.	Approval of Revisions to the IEEE Microwave Theory and Techniques Society Microwave Career Award.
6.	Approval of Revisions to the IEEE Microwave Theory and Techniques Society Distinguished Educator Award.
7.	Approval of Revisions to the IEEE Microwave Theory and Techniques Society Microwave Application Award.
8.	Approval of Revisions to the IEEE Microwave Theory and Techniques Society Microwave Prize Award.
9.	Approval of Revisions to the IEEE Solid-State Circuits Society <u>Journal of Solid-State Circuits</u> Best Paper Award.
10.	Approval of Revisions to IEEE Electromagnetic Compatibility Society Richard R. Stoddard Award for Outstanding Performance.
11.	Approval of Revisions to the IEEE Electromagnetic Compatibility Society President's Memorial Award.
12.	Approval of the Establishment of the IEEE Aerospace and Electronic Systems Society Radar Excellence Award.

13.	Approval of Establishment of the IEEE Components, Packaging, and Manufacturing Technology Society CPMT Chapter of the Year Award.
14.	Approval for Additional \$1000 Annually for the Student Branch Counselor Award.
15.	Approval of a New <u>IEEE Transactions on Intelligent Transportation Systems</u> .
16.	Approval of a new <u>IEEE Transactions on Professional Communications</u> Joint Issue with the Society for Technical Communication's Journal <u>Technical Communication</u> .
17.	Approval of IEEE/OSA <u>Journal of Lightwave Technology's</u> Cover Change.
18.	Approval of the New IEEE Periodical Development Process.
19.	Approval of Editors-In-Chief Participating in TAB Periodicals Review Process.
20.	Endorsement of Addition to IEEE Policy and Procedures for Society Publication Subscriptions.
21.	Endorsement of Addition to IEEE Bylaws Regarding Subscriptions.
22.	Approval for Handling of Conference Publications Available on CD-ROM.
23.	Approval of Action Plan for ASPP and Book Broker Online in 2000.
24.	Approval to Continue the Member Subscription Survey.
25.	Approval of Non-Member List Pricing of Periodicals.
26.	Approval of Revisions to IEEE Engineering in Medicine and Biology Society's Field of Interest
27.	Approval of IEEE Council on Superconductivity's Field of Interest Statement.
28.	Approval of IEEE Council on Superconductivity Constitution.
29.	Approval of Formation of IEEE Council on Superconductivity.
30.	Approval of TAB Alternate Financial Model.
31.	Approval of Addition to TAB Operations Manual Section 1 – Technical Activities Objectives.
32.	Approval that IEEE Entities Prepare Budget Options.
33.	TAB Finances Report.
A.	Approval that TAB Vice President direct the IEEE Investment Committee.
34.	TAB Chair Report.
A.	TAB Open Action Items.



B.	Disposition of TAB Items Referred to IEEE ExCom/BoD.
C.	2000 TAB Meetings Schedule.
D.	1999 Objectives.
E.	Chapter Growth Initiatives.
35.	TAB Nominations and Appointments Committee Report.
36.	TAB Periodicals Committee Report.
37.	TAB Products Committee Report.
38.	TAB Strategic Planning and Review Committee Report.
A.	Technical Directors' Proposal.
B.	Endorsement of Revisions to IEEE Bylaw T-402.6 – Society Adherence to IEEE Rules.
39.	IEEE Meetings and Services Committee Report.
40.	Operations.
41.	TAB Secretary's Report
A.	TAB Action Calendar.
B.	Revisions to Society/Council (S/C) Constitutions and Bylaws.
C.	Conference Closings.
D.	IEEE Executive Committee Decision Regarding Shortened Meeting Series.
E.	ESSC New Idea.
F.	Honors Ceremony.
G.	Volunteer Survey.
42.	Approval of the Formation of the IEEE Sensors Council.



43.	Society Presidents' Forum Report.
44.	Division Directors' Forum Report.
45.	RAB/TAB Transnational Committee Report.
46.	RAB/TAB Section/Chapter Support Committee Report.
47.	Society/Council Presidents' Reports. .
48.	Update on Financial Impact of TAB Actions Resulting from Meeting.
49.	Next Meeting.
50.	Adjournment.

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<div>TECHNICAL ACTIVITIES BOARD MINUTES 13 February 1999 Hilton Head, SC (Privileged information, subject to approval)</div>		
<div>The first meeting of the 1999 IEEE Technical Activities Board was held at the Westin Resort, Hilton Head Island, South Carolina. Michael S. Adler, Chair of the Technical Activities Board, called the meeting to order at 8:05 am on 13 February 1999. A list of attendees is attached (Appendix TAB 1).</div>		
1.	<div>Review and Adoption of Agenda. The agenda was adopted as amended at the meeting.</div>	
	<div>NOTE: Minutes 1 through 31 were approved as part of the Consent Agenda. These items are shown individually for easy reference.</div>	
2.	<div>Approval of TAB Minutes. The Minutes of the 14 November 1998 TAB meeting were approved.</div>	
3.	<div>Acceptance of TAB Management Committee Actions. The actions taken by the TAB Management Committee at its 9 January 1999 meeting were accepted as follows:</div>	
	A.	<div>Approval that each IEEE Nominations and Appointments Committee reflect the Geographic Distribution of its Membership. A clarification was needed regarding a motion TAB endorsed in November 1998, that each IEEE Nominations and Appointments Committee should reflect the geographic distribution of its membership, and a Motion was made that:</div>



		TAB approve that the membership of each IEEE Nominations and Appointments (N&A) Committee, shall properly reflect the geographic distribution of the IEEE Members represented by the entity which the N&A serves. As a minimum, must have one voting Member from each IEEE area from which the entity derives at least five (5%) percent of its <u>broader</u> Membership. Five areas are defined as IEEE Regions 1-6, and IEEE Regions 7, 8, 9 and 10. (By referring to the <u>broader</u> Membership of the entity, this is being distinguished from the specific Membership in the entity such as the 50 plus Members of TAB and refers to the actual IEEE Membership in the Societies and Councils.)
		Financial implications to TAB: none
		The Motion passed (Appendix TAB 2).
	B.	Approval of Funding for Society Chapter Coordinators' Attendance at Sections Congress 1999. In order for Societies with limited funds to send their Chapter Coordinators to Sections Congress 1999, a <b>Motion was made that:</b>
		TAB approve the funding for Society Chapter Coordinators' to attend Sections Congress 1999. Funding guidelines require that Societies match the funding that TAB provides. Need will be determined by the level of Societies' reserve funds.
		Financial implications to TAB: Up to \$10K
		The Motion passed (Appendix TAB 3).
	C.	Approval of Additional Revision to TAB Bylaw T-202 – TAB Vision Statement. As recommended by the IEEE Board of Directors, an additional revision was recommended to TAB Bylaw T-202 – TAB Vision Statement, to broaden the description of the scope of our activities within the IEEE by adding information technologies and a <b>Motion was made that:</b>
		TAB approve the revisions to TAB Bylaw T-202 – TAB Vision Statement as recommended by the IEEE Board of Directors.
		Financial implications to TAB: none
		The Motion passed.
4.		Approval of Revisions to the IEEE Microwave Theory and Techniques Society <b>Pioneer Award</b> . The TAB Awards and Recognition Committee submitted a proposal for revisions to the IEEE Microwave Theory and Techniques Society Pioneer Award, recognizing a major, lasting contribution in the field of interest to IEEE Microwave Theory and Techniques Society at least 20 years prior to the year of the award, and a <b>Motion was made that:</b>



TAB approve the revisions to the IEEE Microwave Theory and Techniques Society Pioneer Award increasing cash prize from \$1K to \$2.5K, effective 1999.

Financial implications to TAB: none

The Motion passed.

5.

**Approval of Revisions to the IEEE Microwave Theory and Techniques Society Microwave Career Award.** The TAB Awards and Recognition Committee submitted a proposal for revisions to the IEEE Microwave Theory and Techniques Society Microwave Career Award, recognizing a career of meritorious achievement and outstanding technical contribution by an individual in the field of microwave theory and techniques, and a **Motion was made that:**

TAB approve the revisions to the IEEE Microwave Theory and Techniques Society Microwave Career Award increasing cash prize from \$2K to \$5K, effective 1999.

Financial implications to TAB: none

The Motion passed.

6.

**Approval of Revisions to the IEEE Microwave Theory and Techniques Society Distinguished Educator Award.** The TAB Awards and Recognition Committee submitted a proposal for revisions to the IEEE Microwave Theory and Techniques Society (MTT-S) Distinguished Educator Award, recognizing a distinguished educator in the field of Microwave Engineering and Science who exemplifies the special human qualities of the late Fred J. Rosenbaum, who considered teaching a high calling and demonstrated his dedication to MTT-S through tireless service, and a **Motion was made that:**

TAB approve the revisions to the IEEE Microwave Theory and Techniques Society Distinguished Educator Award increasing cash prize from \$1K to \$2.5K, effective 1999.

Financial implications to TAB: none

The Motion passed.

7.

**Approval of Revisions to the IEEE Microwave Theory and Techniques Society Microwave Application Award.** The TAB Awards and Recognition Committee submitted a proposal for revisions to the IEEE Microwave Theory and Techniques Society Microwave Application Award, recognizing the most outstanding application of microwave theory and techniques by an individual or a team of individuals, and a **Motion was made that:**

		TAB approve the revisions to the IEEE Microwave Theory and Techniques Society Microwave Application Award, consisting of a cash prize of \$1K to \$1.5K, effective 1999.	
		Financial implications to TAB: none	
		The Motion passed.	
8.	<b>Approval of Revisions to the IEEE Microwave Theory and Techniques Society Microwave Prize Award.</b> The TAB Awards and Recognition Committee submitted a proposal for revisions to the IEEE Microwave Theory and Techniques Society Microwave Prize Award, recognizing the most significant contribution by a published paper to the field of interest of the IEEE Microwave Theory and Techniques Society, and a <b>Motion was made that:</b>		
		TAB approve the revisions to the IEEE Microwave Theory and Techniques Society Microwave Prize Award, increasing cash prize from \$1K to \$1.5K, effective 1999.	
		Financial implications to TAB: none	
		The Motion passed.	
9.	<b>Approval of Revisions to the IEEE Solid-State Circuits Society <u>Journal of Solid-State Circuits</u> Best Paper Award.</b> The TAB Awards and Recognition Committee submitted a proposal for revisions to the IEEE Solid-State Circuits Society <u>Journal of Solid-State Circuits</u> Best Paper Award, recognizing the best paper published in the <u>IEEE Journal of Solid-State Circuits</u> , and a <b>Motion was made that:</b>		
		TAB approve the revisions to the IEEE Solid-State Circuits Society <u>Journal of Solid-State Circuits</u> Best Paper Award, increasing cash prize from \$500 to \$1K, effective 1999.	
		Financial implications to TAB: none	
		The Motion passed.	
10.	<b>Approval of Revisions to IEEE Electromagnetic Compatibility Society Richard R. Stoddard Award for Outstanding Performance.</b> The TAB Awards and Recognition Committee submitted a proposal for revisions to the IEEE Electromagnetic Compatibility Society (EMC) Richard R. Stoddard Award, recognizing the outstanding performance of an EMC Society Member in contributing to the advancement of EMC technology or in contributing to the solution of a socio-technological problem, and a <b>Motion was made that:</b>		
		TAB approve the revisions to the IEEE Electromagnetic Compatibility Society Richard R. Stoddard Award for Outstanding Performance increasing cash prize from \$100 to \$1K, effective 1999.	



		Financial implications to TAB: none	
		The Motion passed.	
11.	<p><b>Approval of Revisions to the IEEE Electromagnetic Compatibility Society President's Memorial Award.</b> The TAB Awards and Recognition Committee submitted a proposal for revisions to the IEEE Electromagnetic Compatibility Society President's Memorial Award, which provides scholarship support for graduate study to active EMC student or higher grade Members pursuing an M.S. or Ph.D. degree, with a demonstrated commitment to the field of EMC, and a <b>Motion was made that:</b></p>		
		TAB approve the revisions to the IEEE Electromagnetic Compatibility Society President's Memorial Award increasing cash prize from \$1K to \$2K, effective 1999.	
		Financial implications to TAB: none	
		The Motion passed.	
12.	<p><b>Approval of the Establishment of the IEEE Aerospace and Electronic Systems Society Radar Excellence Award.</b> The TAB Awards and Recognition Committee submitted a proposal for the establishment of IEEE Aerospace and Electronic Systems Society Radar Excellence Award, recognizing a radar engineer for outstanding achievement due to a major technical advance in the art of radar engineering, and a <b>Motion was made that:</b></p>		
		TAB approve the establishment of the IEEE Aerospace and Electronic Systems Society Radar Excellence Award to be given annually, consisting of a cash prize of \$2K, and Plaque, funded by the IEEE Aerospace and Electronic Systems Society, effective 1999.	
		Financial implications to TAB: none	
		The Motion passed.	
13.	<p><b>Approval of Establishment of the IEEE Components, Packaging, and Manufacturing Technology Society CPMT Chapter of the Year Award.</b> The TAB Awards and Recognition Committee submitted a proposal for the establishment of IEEE Components, Packaging and Manufacturing Technology Society CPMT Chapter of the Year Award, recognizing outstanding activities of a local CPMT Society Chapter, and a <b>Motion was made that:</b></p>		
		TAB approve the establishment of the IEEE Components, Packaging, and Manufacturing Technology Society CPMT Chapter of the Year Award to be given annually, consisting of a banner and certificates for officers, funded by the IEEE Components, Packaging, and Manufacturing Technology Society, effective 1999.	



		Financial implications to TAB: none	
		The Motion passed.	
14.	<p><b>Approval for Additional \$1000 Annually for the Student Branch Counselor Award.</b> The TAB Finance Committee submitted a proposal for approval of additional funds to support the Student Branch Counselor Award, which was submitted to modify the current award based on a recommendation from the IEEE Student Activities Committee (SAC), so that the Student Branch that submits a nomination of their faculty counselor or advisor are also motivated and rewarded, and a <b>Motion was made that:</b></p>		
		TAB approve the additional \$1K annually to support the Student Branch Counselor Award.	
		Financial implications to TAB: \$1K annually	
		The Motion passed (Appendix TAB 4).	
15.	<p><b>Approval of a New <u>IEEE Transactions on Intelligent Transportation Systems</u>.</b> The TAB Periodicals Committee submitted a proposal for a New <u>IEEE Transactions on Intelligent Transportation Systems</u>, for a year 2000 launch, which will be the technical periodical of the IEEE Intelligent Transportation Systems Council, and a <b>Motion was made that:</b></p>		
		TAB approve the new <u>IEEE Transactions on Intelligent Transportation Systems</u> for a year 2000 launch.	
		Financial implications to TAB: none	
		The Motion passed (Appendix TAB 5).	
16.	<p><b>Approval of a new <u>IEEE Transactions on Professional Communications</u> Joint Issue with the Society for Technical Communication's Journal <u>Technical Communication</u>.</b> The TAB Periodicals Committee submitted a proposal for an <u>IEEE Transactions on Professional Communications</u> Joint Issue with the Society for Technical Communication's Journal <u>Technical Communication</u>, for Year 2000 publication, pending approval of the joint agreement terms by the IEEE Intellectual Property Rights Manager, and a <b>Motion was made that:</b></p>		
		TAB approve the <u>IEEE Transactions on Professional Communications</u> Joint Issue with the Society for Technical Communication's Journal <u>Technical Communication</u> for Year 2000 publication pending approval of the joint agreement terms by the IEEE Intellectual Property Rights Manager.	
		Financial implications to TAB: none	
		The Motion passed (Appendix TAB 6).	



17.	<b>Approval of IEEE/OSA <u>Journal of Lightwave Technology's</u> Cover Change.</b> The TAB Periodicals Committee submitted a proposal for the IEEE/OSA <u>Journal of Lightwave Technology's</u> plan to change its cover, with the intent to provide a different look to the transactions, in deference to a request by their non-IEEE partner. A more neutral look was selected, although the spine will remain unchanged for continuity on the library shelves, and a <b>Motion was made that:</b>		
		TAB approve the IEEE/OSA <u>Journal of Lightwave Technology's</u> plan to change its cover.	
		Financial implications to TAB: none	
		The Motion passed.	
18.	<b>Approval of the New IEEE Periodical Development Process.</b> The TAB Periodicals Committee submitted a proposal that the New IEEE Periodical Development Process be revised, to include a quality and timeliness review by the TAB Periodicals Review Committee, and <b>Motion was made that:</b>		
		TAB approve the New Periodical Development Process be revised to include quality and timeliness review by the TAB Periodicals Review Committee, in conjunction with the TAB Finance Committee's third-year review for a new periodical's inclusion in the ASPP net income distribution.	
		Financial implications to TAB: none	
		The Motion passed (Appendix TAB 79).	
19.	<b>Approval of Editors-In-Chief Participating in TAB Periodicals Review Process.</b> The TAB Periodicals Committee submitted a proposal that since the Periodicals Review process is a peer review, TAB approve the TAB Periodical Committee requirement that the Editor-In-Chief (EIC) participates in the review. This is a change to a similar motion passed at the November 1998 TAB meeting. The old version stipulates EIC's must attend the reviews, but this version relaxes the participation requirement to include other formats such as teleconferencing, WEB Forums, etc., and a <b>Motion was made that:</b>		
		TAB approve the TAB Periodical Committee requirement that the Editors-In-Chief participate in the TAB Periodicals Review Process.	
		Financial implications to TAB: none	
		The Motion passed.	
20.	<b>Endorsement of Addition to IEEE Policy and Procedures for Society Publication Subscriptions.</b> The TAB Products Committee submitted a proposal effective for the year 2000 renewal cycle, that IEEE Members are entitled to no more than 40 Society		



	publication subscriptions annually at Member price. Additional subscriptions can be purchased at list price, and a <b>Motion was made that:</b>
	TAB endorse effective for the year 2000 renewal cycle, that IEEE Members are entitled to no more than 40 Society publication subscriptions annually at Member price. Additional subscriptions can be purchased at list price, for recommendation of approval by the IEEE Board of Directors.
	Financial implications to TAB: none
	The Motion passed (Appendix TAB 7).
21.	<b>Endorsement of Addition to IEEE Bylaws Regarding Subscriptions.</b> The TAB Products Committee submitted a proposal effective for the year 2000 renewal cycle, that Subscriptions purchased by IEEE Members at the Member price are intended for Members' personal use only, and a <b>Motion was made that:</b>
	TAB endorse the addition to IEEE Bylaws, effective for the year 2000 renewal cycle, "Subscriptions purchased by IEEE Members at the Member price are intended for Members' personal use only" for recommendation of approval by the IEEE Board of Directors.
	Financial implications to TAB: none
	The Motion passed (also refer to Appendix TAB 7).
22.	<b>Approval for Handling of Conference Publications Available on CD-ROM.</b> The TAB Products Committee submitted a proposal regarding business implications of including CD-ROMs in packages in 2000. Recommendations for 2000 will be presented to TAB by the TAB Products Committee in June 1999, and a <b>Motion was made that:</b>
	TAB approve for 1999, conference proceedings shall continue to be made available in print. Business implications of including CD-ROMs in packages in 2000 will be investigated further via additional market research and recommendations for 2000 will be presented to TAB by the TAB Products Committee in June 1999.
	Financial implications to TAB: none
	The Motion passed (Appendix TAB 8).
23.	<b>Approval of Action Plan for ASPP and Book Broker Online in 2000.</b> The TAB Products Committee submitted an action plan for offering ASPP and Book Broker Online in 2000. This action plan proposed the development of a business plan to determine the feasibility of offering such packages in 2000 and a <b>Motion was made that:</b>
	TAB approve the action plan for offering ASPP and Book Broker Online in 2000.



		Financial implications to TAB: none	
		The Motion passed (Appendix TAB 9).	
24.	<b>Approval to Continue the Member Subscription Survey.</b> The TAB Products Committee submitted a proposal for additional expenses in 1999 to continue the Member Subscription Survey, with oversights and input to be handled by the TAB Periodicals Packages Committee, and a <b>Motion was made that:</b>		
		TAB approve an additional \$50K in expenses in 1999 to continue the Member Subscription Survey.	
		Financial implications to TAB: \$50K	
		The Motion passed (Appendix TAB 10).	
25.	<b>Approval of Non-Member List Pricing of Periodicals.</b> The TAB Products Committee submitted a proposal that non-Member list pricing of Society Periodicals will continue to be set by the Societies/Councils, and a <b>Motion was made that:</b>		
		TAB approve that non-Member list pricing of periodicals will continue to be set by the Societies and Councils.	
		Financial implications to TAB: none	
		The Motion passed (Appendix TAB 11).	
26.	<b>Approval of Revisions to IEEE Engineering in Medicine and Biology Society's Field of Interest Statement.</b> A proposal was submitted for approval of revisions to the IEEE Engineering in Medicine and Biology Society's Field of Interest Statement, and a <b>Motion was made that:</b>		
		TAB approve revisions to the IEEE Engineering in Medicine and Biology Society's Field of Interest Statement.	
		Financial implications to TAB: none	
		The Motion passed (Appendix TAB 12).	
27.	<b>Approval of IEEE Council on Superconductivity's Field of Interest Statement.</b> A proposal was submitted for approval of the IEEE Council on Superconductivity's Field of Interest Statement, and a <b>Motion was made that:</b>		
		TAB approve the IEEE Council on Superconductivity's Field of Interest Statement.	
		Financial implications to TAB: none	
		The Motion passed.	





28.	Approval of IEEE Council on Superconductivity Constitution. A proposal was submitted for approval of the IEEE Council on Superconductivity Constitution, and a <b>Motion was made that:</b>		
		TAB approve the IEEE Council on Superconductivity Constitution.	
		Financial implications to TAB: none	
		The Motion passed (Appendix TAB 13).	
29.	Approval of Formation of IEEE Council on Superconductivity. A proposal was also submitted for the formation of the IEEE Council on Superconductivity, and a <b>Motion was made that:</b>		
		TAB approve the Formation of the IEEE Council on Superconductivity.	
		Financial implications to TAB: none	
		The Motion passed (Appendix TAB 87).	
30.	Approval of TAB Alternate Financial Model. The TAB Finance Committee submitted a proposal that the IEEE Finance Committee use the TAB Alternate Financial Model (along with current and new financial model) when preparing "what if" budgets for 2000, and a <b>Motion was made that:</b>		
		TAB approve the IEEE Finance Committee use the TAB Alternate Financial Model (along with current and new financial model) when preparing "what if" budgets for 2000...multi year transition may be necessary.	
		Financial implications to TAB: none	
		The Motion passed.	
31.	Approval of Addition to TAB Operations Manual Section 1 – Technical Activities Objectives. The TAB Strategic Planning and Review Committee submitted a proposal for an addition to the TAB Operations Manual Section 1 – Technical Activities Objectives. This addition will be Section 1.2.D – Intersociety Conflict, which would define a formal process for the equitable and definitive resolution of conflicts that arise among TAB entities, and a <b>Motion was made that:</b>		
		TAB approve addition to TAB Operations Manual Section 1 – Technical Activities Objectives, Section 1.2.D – Intersociety Conflict.	
		Financial implications to TAB: none	
		The Motion passed (Appendix TAB 14).	
32.	Approval that IEEE Entities Prepare Budget Options. A proposal was submitted that TAB approve directing the TAB Vice President to bring to the IEEE Executive		



		Committee, a request that all of the IEEE major Board Entities and Corporate prepare budget options. After discussions, a <b>Motion was made that:</b>
		TAB approve directing the TAB Vice President to bring to the Executive Committee, a request that all of the IEEE major Board Entities and Corporate prepare budget options.
		<ul style="list-style-type: none"> <li>• To achieve an improvement (by reducing expenses and increasing revenues) in their 2000 net over their 1999 net</li> <li>• By at least 3% of the budgeted 1999 expenses</li> <li>• And identify implications on service of such improvements</li> </ul>
		Financial implications to TAB: none
		The Motion passed.
33.		TAB Finances Report. Michael K. Masten, TAB Treasurer, presented a report at the TAB Caucus on 13 February 1999 (Appendix TAB 15).
		He also reviewed the following:
	A.	Approval that TAB Vice President direct the IEEE Investment Committee. A proposal was submitted that the TAB Vice President should request that the IEEE Executive Committee direct the IEEE Investment Committee to quantify investment objectives & risk limits; obtain bids from a variety of investment managers; select the lowest cost qualified manager that meets the investment objectives and risk limits, and a <b>Motion was made that:</b>
		TAB approve that the TAB Vice President requests the Executive Committee to direct the IEEE Investment Committee to quantify investment objectives & risk limits; obtain bids from a variety of investment managers; select the lowest cost qualified manager that meets the investment objectives and risk limits.
		Financial implications to TAB: none
		Discussions ensued, and a <b>Motion was made that:</b>
		TAB approve postponing this item until the June 1999 TAB meeting. Staff will distribute data from the February 1999 Information Session to Members of TAB.
		The Motion to table passed.
34.		TAB Chair Report. Chair Adler reviewed the modified TAB meeting schedule, noting that the new schedule allows more time during the TAB meeting to discuss many of the issues before us, as well as broadening the scope and length of the TAB Caucus to allow for presentation of information and



		discussions. He also noted that the discussion in the Society Presidents' Forum will be items of concern by the Presidents, so they will not be overwhelmed with discussing consent agenda items as we normally did in the past. Most of the consent agenda items will be handled in the TAB Caucus.
	He then reviewed the following:	
	A.	<b>TAB Open Action Items.</b> Chair Adler submitted a report of open action items from TAB meetings (Appendix TAB 16).
	B.	<b>Disposition of TAB Items Referred to IEEE ExCom/BoD.</b> Chair Adler submitted a written status report of items referred to the IEEE Executive Committee and Board of Directors as of November 1998 (Appendix TAB 17).
	C.	<b>2000 TAB Meetings Schedule.</b> Chair Adler reviewed the 2000 TAB Meetings Schedule (Appendix TAB 18).
	D.	<b>1999 Objectives.</b> Chair Adler reviewed 1999 objectives for the Technical Activities Board, which he noted includes pursuing Electronic Products; developing a TAB position on the IEEE Branding; Streamlining Decision Making; New Financial Model; Globalization; Chapter Support; Industrial Members and Student Members. He noted that the TAB Strategic Planning and Review Committee has these objectives included on their Strategic Issues list for 1999, which is being monitored.
	E.	<b>Chapter Growth Initiatives.</b> Chair Adler reported that based on discussions during Society Presidents' Forum, Ms. Mary Ward-Callan, Managing Director of the IEEE Technical Activities Department and staff, will identify the opportunities and contact appropriate people in IEEE Sections, to make a positive effort to increase Chapters for Societies in Region 8.
35.	<b>TAB Nominations and Appointments Committee Report.</b> Lloyd A. "Pete" Morley, Chair of the TAB Nominations and Appointments Committee, reported that the Committee had its first meeting of 1999 the previous day. He noted that the Committee reviewed assignments for recommendations for appointments made by the Vice President – Technical Activities, and various elections which occur mostly in November. He discussed globalization and noted that the Committee will go through the process of adding at least two Members from Regions 8-10 on slates.	
	He then presented information on an election procedure that the TAB Nominations and Appointments Committee is proposing for the TAB Operations Manual, which was not previously documented, <b>and a Motion was made that:</b>	
	<b>TAB approve an addition to the TAB Operations Manual for a new Election Procedure as follows:</b>	
	<ul style="list-style-type: none"> <li>• Nominations are closed</li> <li>• Candidate statements:</li> </ul>	



		<ul style="list-style-type: none"> <li>– each candidate speaks for 5 minutes (other candidates leave the room)</li> <li>– if a candidate is not present, an advocate will speak (5 minutes) in support of the nomination</li> <li>– if nomination is from the floor, nominator will be asked to speak (5 minutes) in support of the nomination</li> </ul>	
		<ul style="list-style-type: none"> <li>· TAB votes by secret ballot</li> <li>· All candidates in the room</li> <li>· Use approval voting</li> </ul>	
		<ul style="list-style-type: none"> <li>– majority wins</li> <li>– if no majority on first round, top two vote seekers participate in run-off; majority wins</li> </ul>	
		· Applies to the following offices:	
		<ul style="list-style-type: none"> <li>– TAB Chair-Elect</li> <li>– Chair, TAB Periodicals Committee</li> <li>– Chair, TAB Products Committee</li> <li>– Chair, TAB Strategic Planning and Review Committee</li> <li>– Chair, IEEE Meetings and Services Committee</li> </ul>	
		· Candidate Q&A	
		– 5 minutes of Q&A to each candidate/advocate/nominator	
		· TAB discusses all candidates	
		<ul style="list-style-type: none"> <li>– all candidates leave room</li> <li>– time allowed is 5 minutes plus the number of candidates</li> </ul>	
		After discussions, it was noted that a clarification was needed to indicate that if the nomination is from the floor, the nominator or nominee should be asked to speak, not just the nominator. Therefore, an <b>Amendment was made that:</b>	
		TAB approve that the nominator or nominee will be asked to speak for 5 minutes in support of the nomination, if the nominations are made from the floor.	
		The Motion passed.	
		Discussions continued regarding taking nominees off ballots. It was noted that according to Robert's Rules of Order, a nominee can not be taken off a ballot. It was requested that this discussion be deferred until later in the meeting.	
		After reviewing the information, an additional <b>Amendment was made that:</b>	



		TAB approve that if no majority wins on the first round, a minimum number of vote seekers to achieve majority of votes cast participate in the run-off; majority wins.	
		Financial implications to TAB: none	
		The Motion passed.	
36.	TAB Periodicals Committee Report. Robert B. Voller, Chair of the TAB Periodicals Committee, presented a report at the TAB Caucus on 12 February 1999 (Appendix TAB 19).		
37.	TAB Products Committee Report. Michael R. Lightner, Chair of the TAB Products Committee, presented a report at the TAB Caucus on 12 February 1999 (Appendix TAB 20).		
38.	TAB Strategic Planning and Review Committee Report. Lewis M. Terman, Chair of the TAB Strategic Planning and Review Committee, presented a report at the TAB Caucus on 12 February 1999 (Appendix TAB 21).		
	He also reviewed the following:		
	A.	Technical Directors' Proposal. Mr. Terman reviewed the TAB Technical Directors' Proposal and stated that this item was deferred from the November 1998 TAB meeting. He noted that this proposal is to modify TAB Bylaws and the TAB Operations Manual to create Technical Directors in place of Division Directors, as voting Members of TAB. After discussions, a <b>Motion was made that:</b>	
		TAB endorse the Technical Directors' Proposal for recommendation of approval by the IEEE Board of Directors.	
		Financial implicatios to TAB: \$12K-\$15K	
		The Motion failed (Appendix TAB 22).	
	B.	Endorsement of Revisions to IEEE Bylaw T-402.6 – Society Adherence to IEEE Rules. Mr. Terman reviewed revisions to IEEE Bylaw T-402.6 – Society Adherence to IEEE rules and noted TAB needs a formal process for the equitable and definitive resolution of conflicts that arise among TAB entities. Therefore, a <b>Motion was made that:</b>	
		TAB endorse revisions to IEEE Bylaw T-402.6 – Society Adherence to IEEE Rules for recommendation of approval by the IEEE Board of Directors.	
		Financial implications to TAB: none	
		The Motion passed (Appendix TAB 23).	



39.		IEEE Meetings and Services Committee Report. Reuben Hackam, Chair of the IEEE Meetings and Services Committee, presented a report at the TAB Caucus on 12 February 1999 (Appendix TAB 24).	
40.	Operations. Ms. Ward-Callan requested a moment of silence for Michael C. Mulder, 1996-1997 Division Director who recently passed away, and a <b>Motion was made that:</b>		
		TAB approve a resolution for Michael Mulder as follows:	
		TAB wishes to express its sorrow and regret at the untimely death of Michael Mulder, 1996-1997 Division Director. It also wishes to acknowledge the outstanding contributions of Michael Mulder over his long career as a volunteer with the IEEE.	
		The Motion passed by acclamation.	
41.	TAB Secretary's Report. Ms. Ward-Callan reviewed the following (Appendix TAB 25).		
	A.	TAB Action Calendar. Ms. Ward-Callan presented a written report of the TAB Action Calendar. She requested that Societies forward information to include in the action calendar, to coordinate events and respond efficiently to inquiries that are received (Appendix TAB 26).	
	B.	Revisions to Society/Council (S/C) Constitutions and Bylaws. Ms. Ward-Callan noted that the IEEE Computer, IEEE Electromagnetic Compatibility, IEEE Power Electronics and IEEE Signal processing Societies' Bylaws were approved.	
	C.	Conference Closings. Ms. Ward-Callan presented an update of conference statistics. She noted that significant improvement has been made in conference closings.	
	D.	IEEE Executive Committee Decision Regarding Shortened Meeting Series. Ms. Ward-Callan discussed the current policy for scheduling meetings during the IEEE Board Series. She noted that no meetings (Society or directly Board related) will take place prior to Thursday, or after Sunday during this time. After extensive discussions, a <b>Motion was made that:</b>	
		TAB approve directing the TAB Vice President to indicate to the three IEEE Presidents, that TAB and Societies would like to be able to hold appropriate meetings around the Board Series to make more efficient use of resources.	
		After discussions, an Amendment was made that:	
		TAB approve removing the word "and Societies"	
		The Motion passed.	
		Endorsement of Revisions to IEEE Bylaws T-401.2 – Divisions, T-503 – Current Technical Councils, T-703.1 – TAB Management Committee. Ms. Ward-Callan	

		indicated that revisions to IEEE Bylaws T-401.2 – Divisions, T503 – Current Technical Councils, and T-703.1 – TAB Management Committee were administrative changes to update the TAB Bylaws, and a <b>Motion was made that:</b>	
		TAB endorse revisions to IEEE Bylaws T-401.2 – Divisions, T-503 – Current Technical Councils, T-703.1 – TAB Management Committee for recommendation of approval by the IEEE Board of Directors.	
		Financial implications to TAB: none	
		The Motion passed (Appendix TAB 104).	
	After further discussions, an additional <b>Amendment was made that:</b>		
		TAB approve splitting the original Motion into two separate Motions as follows:	
		TAB approve directing the TAB Vice President to indicate to the three IEEE Presidents, that Societies and Councils should be able to hold appropriate Society/Council meetings around the Board series to make efficient use of resources.	
		Financial implications to TAB: none	
		The Motion passed.	
		TAB approve directing the TAB Vice President to indicate to the three IEEE Presidents, that TAB would like to be able to hold appropriate meetings around the Board Series to make efficient use of resources.	
		Financial implications to TAB: none	
		The Motion passed.	
	E.	<b>ESSC New Idea.</b> Ms. Ward-Callan reviewed a proposal from the IEEE Electronic Services Steering Committee, which included new ideas for Electronic Distinguished Lecturers. She noted that this will include selecting five lecturers, with input from Societies, and integrating this information on the Web. The focus will be to provide this information to Regions 8-10 and the plan is to have this system up on the Web by the end of the year. Ms. Ward-Callan requested that Societies send their ideas and feedback to her regarding this.	
	F.	<b>Honors Ceremony.</b> Ms. Ward-Callan noted that the Honors Ceremony is scheduled to be held on Saturday, 12 June 1999 in London. She requested that Societies provide the names of any Presidents or Executive Directors of Sister Societies, who are local that might be able to attend, to Barbara	



		Ettinger at <a href="mailto:b.ettinger@ieee.org">b.ettinger@ieee.org</a> , Program Manager for IEEE Awards/Fellow Activities in the IEEE Corporate Activities Department.
	G.	<b>Volunteer Survey.</b> Ms. Ward-Callan discussed the Volunteer Survey. She noted that the overall responses to the Volunteer Survey have dropped, and problem areas need to be better understood. She also noted that informal feedback sessions are needed to establish better mechanisms to obtain feedback, to determine and correct where the problems are.
	D.	<b>Sister Society/Intersociety Agreements.</b> Ms. Ward-Callan encouraged Society Presidents to provide her with any new agreements, so that the agreements can be kept current and consistent.
	E.	<b>Web Information.</b> Ms. Ward-Callan distributed information which listed the various resource materials available on the IEEE Technical Activities Home Page.
42.	<b>Approval of the Formation of the IEEE Sensors Council.</b> A proposal was submitted for approval of the formation of the IEEE Sensors Council, and a <b>Motion was made that:</b>	
	TAB approve formation of the IEEE Sensors Council.	
	Financial implications to TAB: none	
	<b>The Motion passed.</b> Barry Brusso, Ira Pitel, Stanley Booker and Philip Krein abstained (Appendix TAB 27).	
43.	<b>Society Presidents' Forum Report.</b> Robert A. Dent, Chair of the Society Presidents' Forum, noted that the intent of the Society Presidents' Forum for 1999 will be to discuss items of concern to the Presidents, and not be overwhelmed with discussing consent agenda items as we normally did in the past. He noted that most of the consent agenda items will be handled in the TAB Caucus. He reviewed topics that will be discussed, which are IEEE Computer Society position statement on the IEEE Standards Association; Sections Congress 1999; Globalization; Chapters; Processing of Fellow Nominations and the policy of meetings held outside the Board of Directors Series.	
44.	<b>Division Directors Forum.</b> Chair Adler noted that a Division Directors' Reception will be held later in the day.	
45.	<b>RAB/TAB Transnational Committee Report.</b> David Green, Chair of the RAB/TAB Transnational Committee, presented a report at the TAB Caucus on 12 February 1999 (Appendix TAB 28).	
46.	<b>RAB/TAB Section/Chapter Support Committee Report.</b> Antonio Bastos, Chair of the RAB/TAB Section/Chapter Support Committee, presented a report at the TAB Caucus on 13 February 1999 (Appendix TAB 29).	



47.	<b>Society/Council Presidents' Reports.</b> The Presidents of the following Societies presented a brief overview of their Society Activities: IEEE Industry Applications, IEEE Magnetics, IEEE Microwave Theory and Techniques, IEEE Nuclear and Plasma Sciences, IEEE Oceanic Engineering and IEEE Reliability.	
48.	Update on Financial Impact of TAB Actions Resulting from Meeting. Mr. Masten summarized the financial impact of TAB actions resulting from the meeting.	
49.	<b>Next Meeting.</b> The next meeting of the Technical Activities Board will be held 26 June 1999 in Boston, Massachusetts.	
50.	<b>Adjournment.</b> Chair Adler adjourned the meeting at 4:50 pm.	
	<div>Mary Ward-Callan TAB Secretary</div> <div>Issued on 23 March 1999 Subject to Confirmation</div>	

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