1. Call to Order – Isaak
A meeting of the IEEE Computer Society Executive Committee was held at 1:30 p.m., Eastern Time, on 15 November 2010 at the Hyatt Regency New Brunswick Hotel, New Brunswick, New Jersey USA. James D. Isaak, president, chaired and Anne Marie Kelly served as acting secretary.

2. Roll Call – Kelly
A roll call was held as follows:

A. Franchised Members
Elizabeth L. Burd, VP, Educational Activities Board, present
Frank E. Ferrante, Treasurer, present
Roger U. Fuji, 1st VP, Standards Activities Board, present
David Alan Grier, VP, Publications, present
James D. Isaak, President, present
Susan K. (Kathy) Land, 2009 President, present
James W. Moore, VP, Professional Activities Board, present
Sorel Reisman, President-elect, present
Sattupathu V. Sankaran, VP, Member and Geographic Activities Board, present
Jeffrey M. Voas, 2nd VP, Secretary, absent
John W. Walz, VP, Technical & Conference Activities Board, present

B. Ex officio Members (without vote)
Angela R. Burgess, Executive Director, present
Carl K. Chang, Computer EIC, absent
Stephen L. Diamond, 2009-2010 IEEE Division VIII Director, present
Michael R. Williams, 2010-2011 IEEE Division V Director, present

3. Introduction of Guests – Isaak
The following guests and staff were present:

Michael Bennett
Evan Butterfield
Tom Conte
Vi Doan
Susan Frank
Jean-Luc Gaudiot
Susan Hayden
Andre Ivanov
Paul Joannou
Ray Kahn
Hironori Kashara
Anne Marie Kelly
John G. Miller
Dick J. Price

4. Approval of Agenda – Isaak
Motion 4: Diamond moved, Burd seconded, “MOVED, that the agenda be approved as is.” Motion carried by voice vote.

5. Approval of Minutes of the 10 June 2010 Meeting and 2 August 2010 Teleconference
Motion 5.A: Burd moved, Fujii seconded, “MOVED, that the minutes of the 10 June 2010 Executive Committee meeting be approved as is.” Motion carried by voice vote.
Motion 5.B: Diamond moved, Burd seconded, “MOVED, that the minutes of the 2 August 2010 teleconference be approved as is.” Motion carried by voice vote.

6. **Report of the President – Isaak**
   No report.

7. **Report of the Treasurer – Ferrante**
   Ferrante gave an oral report and referred to his report in the Electronic Agenda.

8. **Report of the Executive Director – Burgess**
   No report.

9. **Status of Action Items – Kelly**
   Kelly reviewed the status of action items as of 15 November 2010, which can be found in the Electronic Agenda. Item1-11, 13 were closed at this meeting.

10. **2010 Budget Amendments**

    A. **Operating Budget**
    Motion 10.A: “MOVED, the IEEE Computer Society Executive Committee approves a budget amendment to use $20,000 in unspent 2010 awards budget funds to contribute to the Rau Award endowment.” Motion passed by voice vote.

11. **Amendments to the Society Bylaws and PPM – Reisman**

    **First Reading**

    A. **Bylaws Article IV Executive Committee**

    **Section 1: Composition**

    The president shall chair the Executive Committee; other members shall be the president-elect, all the vice presidents, the secretary, the treasurer, the immediate past president, Computer Editor-in-Chief, the chief staff executive, the IEEE division directors and division director-elect elected by the Computer Society. The IEEE directors, director-elect, Computer Editor-in-Chief, and the chief staff executive shall be ex officio members, without vote, unless otherwise holding a vote as a franchised member of the Executive Committee.

    Motion 11.A: Reisman moved on behalf of the Constitution and Bylaws Committee, “MOVED, that the IEEE Executive Committee approves the amendments to Bylaws Article IV Executive Committee.” Motion passed by voice vote.

    B. **Article XII Section 2 Awards**

    **ARTICLE XII – STANDING COMMITTEES**

    **Standing Committee Organization**

    The Standing Committees shall include the following:

    1. Audit Committee
    2. Awards Committee
    3. Constitution & Bylaws Committee
    4. Elections Committee
    5. Fellows Committee
6. Finance Committee

7. History Committee

8. Intersociety Cooperation Committee

9. Nominations Committee

10. Personnel and Compensation Committee

11. Planning Committee

12. Electronic Products & Services Committee

Unless otherwise specified, each committee chairperson shall appoint the members of his/her committee and designate a member as vice chairperson who shall act for the chairperson at his/her request.

Section 1: Audit Committee

The Audit Committee shall be appointed by the Board of Governors with the recommendation of the Nominations Committee. It shall review the Society's policies, procedures, and practices, including finance, and recommend such changes as it considers desirable. The Audit Committee shall consist of not fewer than three or more than five franchised members of the Board of Governors, none of whom shall be a Society officer. The Audit Committee shall select its own chairperson.

Section 2: Awards Committee

The Awards Committee shall have the responsibility for:

1. selecting and recommending recipients for awards administered by the Society in accordance with applicable policies and procedures established by the Board of Governors; and

2. nominating and recommending candidates for IEEE administered awards. The Awards Committee shall consist of members as defined in the IEEE Computer Society Policies & Procedures Manual.

Motion 11.B: Reisman moved on behalf of the Constitution & Bylaws Committee, “MOVED, that the IEEE Computer Society Executive Committee approves the amendments to Article XII Section 2 Awards.” Motion passed by voice vote.


A. PPM Section 5 Members of the Executive Committee

SECTION 5 MEMBERS OF THE EXECUTIVE COMMITTEE

5.16 EDITOR-IN-CHIEF, COMPUTER

Other than the normal duties of an EIC, serves as an ex officio, non-voting member of the Board of Governors and the Executive Committee.

Motion 12.A: Reisman moved on behalf of the Constitution & Bylaws Committee, “MOVED, that the IEEE Computer Society Executive Committee approves the amendments to PPM Section 5 Members of the Executive Committee.” Motion passed by voice vote.

B. PPPM Section 23 Society Rep

PPM Section 23 Society Representatives

23.1 Terms
Society Representative: a volunteer member who has been appointed by the Computer Society Executive Committee to represent the Society to an organization external to the IEEE.

A Society Representative shall be an IEEE member of any grade except Student grade and shall be a member of the Computer Society.

External Liaison: a volunteer who serves as a liaison between a Computer Society board or committee and an external organization, acting solely as an information conduit.

An External Liaison is not a Society Representative.

23.2 Authority Reserved to Staff

Computer Society staff is responsible for negotiating any business or legal agreements with other organizations. The staff negotiates agreements consistent with the strategic and financial direction set by the Computer Society Board of Governors and its Executive Committee.

No board, committee, or other organization within the Computer Society may develop an agreement for the Society without the participation of a Computer Society staff member. Signing authority on behalf of the Computer Society for any agreement shall rest with the Executive Director.

23.3 Designation of External Liaisons

Any board, committee, or other organization within the Computer Society is authorized to designate an individual to serve as an External Liaison. The role of the External Liaison is strictly limited to providing for the exchange of information between the Society and the other organization. The existence of an External Liaison does not permit the other organization to make any claims whatsoever regarding Computer Society participation or membership in the organization, or regarding endorsement of its work.

23.4 Designation of Society Representatives

A request to establish a new Society Representative position shall be considered by the Executive Committee to determine the appropriateness of the relationship, appoint the person who will serve as the Society Representative, and determine the Owning Board/Committee (OBC).

A Society Representative shall be a member or designee of the OBC.

Before an individual can serve as a Society Representative, the OBC shall consider possible conflicts of interest that the person may have with respect to the activities of the specific external organization to which the Society Representative would represent the Computer Society.

Society Representatives serve at the pleasure of the Executive Committee.

23.5 Conflict of Interest

The Society Representative shall act in the best interest of the Computer Society at all times. The Society Representative shall represent only the Computer Society and no other entity to the external organization for which that person is serving as Society Representative. In the event that a conflict of interest arises between the interest of the Computer Society and the Society Representative’s other interests, the Society Representative shall immediately recuse himself or herself and report the conflict back to the OBC for action. Duty to the Computer Society takes priority, and this is met as a result of the recusal. Examples of conflict might include responsibilities to the Society Representative’s employer, or other duties to the external organization that are unrelated to the Computer Society’s interests.

23.6 Duties of the Society Representative

The Society Representative should help shape the views of the Society and be guided by them. In doing so, the Society Representative should refer to documented Computer Society objectives or positions wherever possible, and should encourage the Computer Society to develop and document relevant objectives or positions where they do not exist.
The Society Representative shall provide regular reports, at least annually, to the OBC that include:

a) The OBC’s objectives and guidance for the Society Representative.
b) A summary of the Society Representative’s significant positions, actions taken, and accomplishments.
c) Results achieved in the external organization, committee, or entity, including a summary of points of agreement and disagreement.
d) A summary of any issues, if any, for which the Society Representative recused himself or herself.
e) A summary of the Society Representative’s future plans related to the external organization.
f) A summary of the future activities and plans established by the external organization, committee, or entity.
g) Requests for guidance with respect to participation in the external organization, committee, or entity, when appropriate.
h) Identification of any other individuals who participate in or support the Society Representative.
i) Reporting new officer positions held and/or other services provided for the organization.

23.7 Duties of the Owning Board/Committee

The OBC is responsible for ensuring that positions taken by a Society Representative represent the views of the Society.

The OBC should develop and document relevant objectives or guidance for the Society Representative.

The OBC, having responsibility for providing oversight to a Society Representative, shall identify other boards, committees and organizations within the Computer Society that would have an interest in positions taken by the Society Representative under the OBC's responsibility. The OBC shall develop liaison relationships with those other committees and shall keep them informed on positions taken by the Society Representative.

The OBC shall establish report deadlines for Society Representatives.

The OBC shall implement annual reviews of external relationships. Reviews shall document the effectiveness and value of maintaining the Computer Society's external involvement. Annual reviews shall serve as the bases for consideration of continuing external relationships in their existing format, making changes, or discontinuing the relationships.

The OBC shall provide annual reports to the Computer Society Executive Committee on the status of Society Representatives.

If an OBC ceases to function as an OBC, the Executive Committee shall act as the OBC until it designates another OBC.

23.8 Duties of the Executive Committee

The Computer Society shall maintain a list of all Society Representatives on the Computer Society web site. The web site shall permit users to submit comments about Society Representative activities to Computer Society staff who will direct them to the Executive Committee for further consideration or action.

The Computer Society Executive Committee shall review at least annually, the list and appointments of Society Representatives and, as appropriate, drop Representative positions, create new Representative positions, or change the persons appointed as Representatives.

Motion 12.B: Reisman moved on behalf of the Constitution and Bylaws Committee, “MOVED, that the IEEE Computer Society Executive Committee approves the amendments to PPM Section 23 Society Rep.” Motion passed by voice vote as amended.

C. PPM Section 12 Awards
SECTION 12 AWARDS

12.1 INTRODUCTION AWARDS PROGRAM

The IEEE Computer Society sponsors an awards program to recognize both technical achievement and service to the Society. In the technical area, recognition may be given for pioneering and current contributions to the field of computer science and engineering. In addition, the Society encourages nominations of and by its members for appropriate IEEE awards. Service awards may be given to both volunteers and staff for well-defined and highly valued contributions to the Society. The awards program is intended to recognize both technical and service contributions. No award is automatic or given by reason of an individual holding a position or office. The Awards Committee must take care to preserve the integrity of the evaluation and selection process to assure that it is both open and rigorous, and that it contributes to the prestige of the Society and the award recipients.

12.2 AWARDS COMMITTEE MEMBERSHIP STRUCTURE AND RESPONSIBILITIES

The Awards Committee is established in the bylaws as a standing committee of the Board of Governors.

12.2.1 Awards Committee Membership

The Awards Committee shall consist of a chair, appointed by the Society president, and members, including the immediate past chair, chairs of all the awards subcommittees and one to three at-large members, appointed by the Awards Committee chair with the concurrence of the Society president. The immediate past chair shall be an ex officio, non-voting member. One or Two or more members should be appointed as vice-chairs of the committee. The number of Awards Committee members may increase or decrease based on the number of awards subcommittees. The awards subcommittees shall consist of, but are not limited to, the following:

- Computer Pioneer Award and Computer Entrepreneur Award Subcommittee
- Computer Entrepreneur
- Seymour Cray Computer Engineering Award and Sidney Fernbach Award Subcommittee
- Computer Science & Engineering Undergraduate Teaching Award
- Eckert-Mauchly Award Subcommittee
- Sidney Fernbach Award and Harry H. Goode Memorial Award and W. Wallace McDowell Award Subcommittee
- IEEE Awards Candidate Search
- Tsutomu Kanai Award Subcommittee
- Hans Karlsson Award Subcommittee
- Richard E. Merwin Distinguished Service Award Subcommittee
- Harlan D. Mills Award and Software Process Achievement Award Subcommittee
- Taylor L. Booth Education Award Education Awards Subcommittee
- Technical Achievement Award Subcommittee
- W. Wallace McDowell Award
- Ken Kennedy Award Subcommittee
- Software Process Achievement
- Service Awards and Certificates Subcommittee

12.3.2 Awards Committee General Responsibilities AWARDS COMMITTEE RESPONSIBILITIES

The Awards Committee grants awards in some cases and prepares nominations in other cases. It develops awards plans and recommends policies for the consideration of the Board of Governors and other IEEE bodies as appropriate, and ensures the proper conduct of the awards program, including recommending the modification and/or creation of new awards as needed. The current IEEE Division Directors or their appointees represent the Society on the IEEE TAB Awards and Recognition Committee to afford liaison to the full IEEE community.
12.2.1 Nomination Solicitations

It is the responsibility of the Awards Committee to assure that there are a sufficient number of qualified nominees for each award, including awards for which external nominations are sought. To facilitate the nominations process, the Awards Committee prepares and includes in the Awards Handbook a master schedule of nomination deadlines. This schedule should be reported annually to the Board of Governors at its initial meeting. In addition, the Awards Committee should assure timely coverage of the solicitation for awards in Computer magazine, member communications, on the Society’s website, and elsewhere as appropriate, by providing awards solicitation information to Computer’s Membership News Editor. Nominations procedures should be adequately publicized in Computer and elsewhere as appropriate. The awards chair should also solicit nominations directly from the head of the major program boards, conference organizers, standards groups, and others. For awards in which external nominations are sought and prove insufficient, it is the responsibility of the Awards Committee to develop and implement a plan to encourage additional nominations.

12.2.2 Confidentiality of Nominees' Identities and Committee Deliberations

The Awards Committee and its subcommittees shall exercise extreme caution to maintain confidentiality in their deliberations, including the identity of nominees. This is especially critical for those awards for which final approval authority rests with the Board of Governors. Until the Board of Governors has disposed of the nomination no word of the committee's recommendation should be given to nominees, nominators, or any other persons.

12.2.3 Awards Handbook

The Awards Committee shall create and be responsible for maintaining an Awards Handbook, in which detailed procedures for the solicitation, review, and selection of nominees for each award will be set forth. This handbook will serve as the primary means of ensuring appropriate quality and continuity in the operation of the several awards subcommittees. The Awards Committee may modify its procedures without Board of Governors approval provided that its procedures are consistent with these policies and procedures and with applicable policies and procedures of the IEEE. However, all changes to Awards Committee procedures shall be published in the Agenda Book prepared for the next Board of Governor's meeting following the change. The Awards Committee chair is responsible for seeing that a copy of the then-current handbook is made available to each member of the Awards Committee and the Board of Governors at the beginning of each calendar year.

12.2.4 Awards Subcommittees

The Awards Committee should take care to assure that each subcommittee is established at a size appropriate to its task; however, in no case should subcommittees have fewer than three members. Non-chair members of a subcommittee should not hold be discouraged from holding membership on the Awards Committee. When presenting a subcommittee nomination to the Awards Committee, the subcommittee chair should state in writing that the procedures have been followed with exceptions and reasons duly noted.

12.2.5 Publicity for Granted Awards

The Awards Committee should assure timely coverage of the named and major awards presented by the IEEE Computer Society in Computer magazine, other appropriate publications, and on the Society website by providing press releases to the editor of the "IEEE Computer Society News" department. In addition, a standard list of technical and professional publications should be maintained by the IEEE Computer Society and these should be sent the same press release submitted by the Awards Committee to Computer magazine. If the award takes place at a ceremony at which a IEEE Computer Society photographer is not present, the awardees should be asked to submit a photograph for publicity purposes. Additional steps should be taken by the Awards Committee to assure appropriate publicity with awardees' employers, local communities, alma maters, etc, and other groups associated with the awardees.
12.2.8 Conference Planning

Each conference should support the costs of luncheons or any other social activities that accompany an award presentation for all awardees whose awards are the result of that conference's activities. The vice president of technical and conference activities is to formally make this a part of approved conference budgets and plans. Expenses incurred for awardees of non-conference issued awards shall be covered by the appropriate budgets as specified herein, not charged as expenses of the conference.

12.2.9 Other Responsibilities

In cooperation with the History Committee, the Awards Committee shall oversee the maintenance of appropriate historical records in the Society's Headquarters Office, and produce and distribute appropriate forms and brochures. The committee must also prepare and submit a budget according to the Society's usual budget development procedures and, once the budget is adopted by the Board of Governors, exercise prudent financial management to assure that the Society's awards program operates within that approved budget. The Awards Committee is responsible for publicity, presentation, and other courtesies to and on behalf of awardees.

12.3 ADMINISTRATION OF AWARDS

The administrative process for all awards administered by the IEEE Computer Society shall, to the extent practicable, be uniform.

12.3.1 General Procedures Applying to All Society Awards

The following general provisions shall apply to all Society awards.

1. There are no general eligibility restrictions on nominees, nominators, or endorsers. In particular, neither nominees nor nominators need be a member of the IEEE Computer Society or the IEEE. Any individual, who meeting the specified criteria for an award, may be nominated and receive the award. No one may nominate himself or herself, except as specified otherwise by the individual award. Franchised members of the Board of Governors are not eligible to nominate, endorse, or receive any Society awards, other than service award certificates. In addition, in conformance with IEEE procedures, posthumous awards will be made only when knowledge of the awardee's death is received after announcement of the recipient. Nominations of known deceased persons will not receive consideration, and will be returned to the nominator with a statement of the policy.

2. The Awards Committee shall actively solicit nominations for all awards and shall evaluate nominees according to the criteria set forth herein for each award. For special and named and major awards the committee should seek to establish a "pool" of qualified potential recipients which can be regularly updated and considered by awards subcommittees. The names of the people in this candidate pool shall be passed on from one Awards Committee to the next.

3. All nominations received by the Awards Committee or any of its subcommittees shall be acknowledged upon receipt, in writing, by the chair to the nominator.

4. All major and named awards shall be presented at the IEEE Computer Society’s Annual Awards Ceremony unless otherwise specified in the individual award descriptions in Sections 12.5 and 12.6. All other awards may be presented at a major conference of the society or appropriate event, respecting the preferences of the recipient and practical limitations.

5. All awards shall be memorialized on a certificate or plaque presented to the recipient. Awards may also take additional forms as provided herein.

6. All awards shall be prominently reported in Computer magazine, and additional steps should be taken by the Awards Committee to assure appropriate publicity with awardees' employers, local communities, alma maters, etc.
6. The Awards Committee budget shall fund service certificate award and Golden Core recognition expenses. As described in Sections 12.5 and 12.6, the Awards Committee budget funds honorarium, travel expenses, prize items, and ceremony expenses for major and named awards presented at the annual awards ceremony. For major and named awards presented at conferences, the Awards Committee budget shall fund honorarium and prize items, and may fund travel support. Conference awards ceremony expenses shall be the responsibility of the conference.

7. Each conference should support the costs of luncheons or any other social activities that accompany an award presentation for all awardees whose awards are the result of that conference's activities. The vice president of technical and conference activities is to formally make this a part of approved conference budgets and plans. Expenses incurred for awardees of non-conference issued awards shall be covered by the appropriate budgets as specified herein, not charged as expenses of the conference.

12.4.2 Awards for Which the Awards Committee Has Final Approval Authority

Following the general procedures set forth in Section 12.2.3 and 12.3.1, the Awards Committee shall solicit nominees, review candidates, and exercise final approval authority for recipients of the following awards:

- **Technical Achievement Award**
- Software Process Achievement Award
- Distinguished Contributions to Public Service in a Pre-College Environment
- Certificate of Appreciation
- Distinguished Service Certificate
- Outstanding Contribution Certificate
- Standards Activities Service Award
- Conference Contribution Award
- Continuous Service Award
- Distinguished Contributions to Public Service in a Pre-College Environment

For these awards, the Awards Committee chair shall be responsible for notifying awardees and for notifying nominators of the disposition of their nominations.

12.4.3 Named Awards Approved by the Board of Governors

Following the same general procedures set forth in Sections 13.2.3 and 13.3.1, the IEEE Computer Society Awards Committee shall, for each of the following awards, solicit nominees, review candidates, and recommend nominees to the Board of Governors for final approval:

- Taylor L. Booth Education Award
- Computer Entrepreneur Award
- Computer Pioneer Award
- Computer Science & Engineering Undergraduate Teaching Award
- Seymour Cray Computer Engineering Award
- Sidney Fernbach Award
- Harry H. Goode Memorial Award
- Tsutomu Kanai Award
- Hans Karlsson Award
- Harlan D. Mills Award
- Richard E. Merwin Distinguished Service Award
- W. Wallace McDowell Award
- Technical Achievement Award
- Computer Science & Engineering Undergraduate Teaching Award
- Ken Kennedy Award

Members of the named award subcommittees shall not participate in the nomination or seconding of, or serve as references for, candidates for the award(s) of the subcommittee(s) on which they serve. The selection of recipients...
of all of the above-named awards shall be made by the Board of Governors after disclosure of the nominees and discussion of the merits of the nominations in executive session with the Awards chair. The Board of Governors may select a recipient from the nominees presented or refer the award back to the Awards Committee for further consideration, including the consideration of additional candidates suggested by the board. In presenting the recommendations of the Awards Committee, the committee chair should present a written statement presenting the specific contributions of each award recipient recommended to the board, should describe the nomination solicitation and review process guidelines for each award, and either certify that those procedures were followed or document any exceptions made and the reasons therefore. The president shall notify awardees as soon as possible after board action. The Awards Committee chair shall notify all nominators of the final disposition of their nominations after the president has notified the awardees.

12.34.4 Named Awards Presented Jointly with ACM

Joint IEEE Computer Society-ACM subcommittees shall seek nominations and select nominees for the Eckert-Mauchly Award and the Ken Kennedy Award.

Eckert-Mauchly Award

The joint committee choice for this award is reported to the Awards Committee by its representatives. The Award Committee's approval will constitute concurrence in the recommendation of the joint committee on behalf of the IEEE Computer Society. Such concurrence will be reported to the Board of Governors at its next regular meeting.

12.34.5 Provision for New Named Awards

A new named award in memory of a deceased person shall not be established sooner than 5 years after the demise of the individual to be memorialized.

12.5 TECHNICAL AWARDS DESCRIPTIONS AND PROCEDURES

12.4.1 Conference Outstanding Paper Awards (for Papers Presented at Society Sponsored or Cosponsored Conferences)

Contribution: The Outstanding Paper Award recognizes the most outstanding contribution to the state of the art within the scope of the conference. The paper containing the contribution must be presented at the conference by one of its authors and published in the conference record or proceedings.

Award: Certificate for each author and $200-500, the amount to be determined by the conference, to be equally divided in the case of multiple authors. The award may be announced at the conference where it is chosen or may be announced after the conference. The award should be presented at the next conference in the series, if possible, or at one of the sponsoring Society's major conferences.

Administration: Selection committee appointed by the appropriate conference program committee and proceeding as outlined in the Awards Committee Procedures.

Funding: Funding for such awards is to be included in the approved operating budget for the conference.

12.4.2 Periodical Outstanding Paper Awards (for Papers Published in IEEE Computer Society Magazines or Transactions)

Contribution: The most outstanding contribution to the state of the art within the scope of the publication during a specified period, usually a calendar year.

Eligibility: All papers published in the publication for the award period and satisfying the above contribution criterion.
Award: Certificate for each author and $500, equally divided in the case of multiple authors.

Publicity: In addition to other publicity, award winners shall be prominently announced in the publishing periodical as soon as selection is final.

Administration: Selection committee appointed by the appropriate editor-in-chief; procedures as outlined in the Awards Committee procedures.

Funding: Funded as an expense item in the approved operating budget of each publication.

12.5.1 Technical Achievement Awards

Contribution: Outstanding and innovative contributions to the fields of computer and information science and engineering or computer technology, usually within the past 10, and not more than 15, years. Contributions must have significantly promoted technical progress in the field. In addition, a TC may nominate Technical Achievement Awards in the name of a TC.

Eligibility: Open to all, except for candidates receiving major awards in the same area.

Nominator: Anyone can nominate.

Award: Certificate and, honorarium of $2,000, and travel funds are provided, expenses, if necessary, for to assure that awardees, and up to one companion, can travel to the annual awards ceremony to receive the award. Up to five awards may be made annually, plus co-awards, if necessary.

Administration: The Technical Achievement Subcommittee Awards shall be administered by the Awards Committee. Solicit candidates and make the preliminary selection of up to five nominees, with the appropriate input and support from the relevant technical areas and technical committees. Selection is by the Awards Committee.

Funding: Awards Committee budget.

12.5.2 Computer Pioneer Award

Contribution: The Computer Pioneer Award recognizes significant contributions to concepts and developments in the electronic computer field which have clearly advanced the state of the art in computing. The contributions must have taken place 15 or more years earlier.

Eligibility: Open to all.

Nominator: Anyone can nominate.

Award: Bronze Gold medal. Up to four awards, including co-awardees if necessary, may be presented annually. A brochure featuring each recipient’s contributions shall be produced for the award ceremony. Travel funds will be provided, if necessary, to assure that the awardees and one companion each can travel to the presentation site annual awards ceremony.

Administration: The Computer Pioneer Award subcommittee shall solicit candidates throughout the year and make the preliminary selection of up to four nominees for the award. The prospective candidate(s) shall be presented to the Awards Committee for discussion and recommendation and to the Board of Governors for approval. Appointment of previous Computer Pioneer Award recipients to serve on the subcommittee is strongly encouraged, but not required.

Funding: Awards Committee budget.
12.5.3 Computer Entrepreneur Award

Contribution: The Computer Entrepreneur Award recognizes managers and leaders who are responsible for the growth of some segment of the computer industry, or technical managers whose entrepreneurial leadership built the computer industry. The efforts must have taken place over 15 years earlier, and the industry effects must be generally and openly visible.

Eligibility: Open to all.

Nominator: Anyone may nominate.

Award: Museum-quality sterling silver chalice.

A brochure featuring each recipient's contributions shall be produced for the award ceremony. Travel funds will be provided, if necessary, to assure that the awardee and one companion can travel to the presentation site.

Administration: The Computer Pioneer Award and Computer Entrepreneur Award Administration Subcommittee of the Awards Committee shall solicit candidates and make the preliminary selection for both awards. The Subcommittee may select up to four nominees for the Computer Pioneer Award. Appointment of previous Computer Pioneer Award recipients to serve on the subcommittee is strongly encouraged, but not required. The prospective candidate(s) will be presented to the Awards Committee for discussion and recommendation, and to the Board of Governors for approval.

Funding: Awards Committee budget.

12.5.4 Eckert-Mauchly Award

Contribution: Outstanding contributions to the field of computer architecture.

Eligibility: Open to all.

Nominator: Anyone can nominate; however, the Eckert-Mauchly Award Committee also solicits nominees.

Award: Certificate and honorarium of $5,000 to be normally presented at the International Symposium on Computer Architecture (ISCA).

Administration: The award is administered by a committee composed equally of members from the ACM and the IEEE Computer Society. The chair is an additional appointee rotated yearly between ACM (even year) and the IEEE Computer Society (odd year). IEEE Computer Society appointees to the committee (and the chair) are selected by the Awards Committee chair with the concurrence of the president. The Committee's choice for the award is reported to the Awards Committee by its representative to the joint committee for consideration and recommendation to the president, whose approval will constitute concurrence on behalf of the Society. Such concurrence will be reported to the Board of Governors at its next regular meeting.

Funding: The IEEE Computer Society is obligated to fund one-half of the cash award, and the certificate expense unless it is covered by the International Symposium on Computer Architecture (ISCA). The symposium will supply travel funds, if necessary, to assure that the awardee can attend the symposium presentation.

12.5.5 W. Wallace McDowell Award

Contribution: Outstanding recent theoretical, design, educational, practical, or other similar innovative contribution that falls within the scope of IEEE Computer Society interest. The award may be given for a single contribution of great merit or a series of lesser contributions that have had or are expected to have an important influence on the computer field. The W. Wallace McDowell award is the highest technical award made solely by the IEEE Computer Society where selection of the awardee is based on the highest level of technical accomplishment and achievement.
12.5.6 Taylor L. Booth Education Award

Contribution: Outstanding record in computer science and engineering education, as established by some of the following: achieving recognition as a teacher of renown in a relevant and applicable course; writing an influential text in computer science and engineering; leading, inspiring, or providing significant educational content during the creation of a curriculum in the field; inspiring others to a career in computer sciences and engineering education.

Eligibility: Open to all.

Nominator: Anyone may nominate.

Award: Bronze medal and $5,000 honorarium of $5,000. Usually presented to a single recipient. A brochure featuring each recipient's contributions shall be produced for the award ceremony. Travel funds will be provided, if necessary, to assure that the awardee can travel to the annual awards ceremony.

Administration: A subcommittee-The Education Awards Subcommittee of the Awards Committee shall solicit candidates and make the preliminary selection. The prospective candidate(s) will be presented to the Awards Committee for discussion and recommendation, and to the Board of Governors for approval.

Funding: Awards Committee budget covers all expenses incurred, including travel funds to ensure that the recipient and one companion can attend the presentation ceremonies.

12.5.7 Harry H. Goode Memorial Award

The Harry H. Goode Memorial Award was originally presented by AFIPS as an annual award to honor and encourage outstanding contributions to the information processing field. Upon the dissolution of AFIPS in 1990 the IEEE Computer Society agreed to assume responsibility for the continuation of the award.

Contribution: Recipients are selected on the basis of achievements in the information processing field which are considered either a single contribution of theory, design, or technique of outstanding significance, or the accumulation of important contributions on theory or practice over an extended time period, the total of which represents an outstanding contribution.

Eligibility: Open to all.

Award: Bronze medal and $2,000 honorarium of $2,000. Travel funds will be provided, if necessary, to assure that the awardee can travel to the annual awards ceremony, and travel expenses if necessary for the awardee and one companion, to the site where the award will be presented. A brochure featuring each recipient's contributions shall be produced for the award ceremony.
Administration: The Goode and McDowell Subcommittee of the Awards Committee shall solicit candidates and make the preliminary selection. The prospective candidate(s) shall be presented to the Awards Committee for discussion and recommendation and to the Board of Governors for approval.

Funding: Awards Committee budget.

12.5.8 Sidney Fernbach Award

Contribution: Outstanding contribution in the application of high performance computers using innovative approaches.

Eligibility: Open to all.

Nominator: Anyone may nominate. Nominations will be specifically solicited from the SC conference committee.

Award: Certificate and $2,000 honorarium to be normally presented at the SC conference. Travel funds will be provided, if necessary, to assure that the awardee can travel to the site where the award will be presented. The awardee will normally be invited to present a paper at SC. This award will be presented by the IEEE Computer Society President or his designee. A brochure featuring each recipient's contributions shall be produced for the award ceremony.

Administration: The Cray Award and Sidney Fernbach Award Subcommittee shall consist of a subcommittee chair and at least six members. The Awards Committee Chair shall appoint the subcommittee chair after seeking recommendations from the candidates submitted by the SC Conference Committee. Normally, the program committee chair of the SC Conference for the following year will be proposed for this chair position. The remaining six members or the subcommittee shall be selected by the appointed subcommittee chair as follows: four of the members shall be chosen from the conference committee of SC; the other two members will be selected from members of the editorial boards of appropriate IEEE Computer Society magazines and journals pending approval of the Awards Committee Chair. The Sidney Fernbach Award subcommittee shall select and make the preliminary selection for presentation to the Awards Committee for discussion and recommendation. Subsequently, the Awards Committee will submit a nomination to the Board of Governors for approval.

Funding: Awards Committee budget covers the cost of the award. Travel costs of the recipient and one companion to attend the presentation ceremonies, normally held at SC, will be borne by the conference.

12.5.9 Hans Karlsson Award

Contribution: Presented in recognition of outstanding skills and dedication to diplomacy, team facilitation and joint achievement, in the development or promotion of standards in the computer industry where individual aspirations, corporate competition, and organizational rivalry could otherwise be counter to the benefit of society.

Eligibility: Limited to present or past participants in IEEE CS Standards activities.

Nominator: Anyone may nominate. Nominations will be specifically solicited from the IEEE Computer Society SAB and the IEEE Computer Society standards sponsor committees.

Award: Plaque and $2,000 honorarium to be presented by the President of the IEEE Computer Society. A brochure featuring each recipient's contributions shall be produced for the award ceremony. Travel funds will be provided, if necessary, to assure that the awardee can travel to the annual awards ceremony.

Administration: The Awards Committee, in consultation with the IEEE Computer Society Standards Activities Board, shall appoint a subcommittee of the Awards Committee to solicit candidates and make the
preliminary selection. The prospective candidate(s) will be presented to the Awards Committee for discussion and recommendation, and to the Board of Governors for approval.

Funding: Awards Committee budget covers the honorarium and all expenses incurred, including travel funds to ensure that the recipient and one companion can attend the presentation ceremonies.

12.5.10 Software Process Achievement Award

Contribution: Presented in recognition of outstanding achievement in improving the software process.

Eligibility: Open to all software professionals who participate in software development, support, or management, and are employed by and participate in the software work of an organization that produces, supports, enhances, or otherwise provides software-intensive products or services.

Nominator: Anyone may nominate. All nominations must be seconded by a senior executive of the software organization in which the nominated individual or team works, and supported by a two page description indicating the nature of the achievement.

Award: The finalists and winner will be announced and recognized by the IEEE Computer Society. The winner will receive an engraved, commemorative plaque and total honorarium of $1,500. This award will normally be presented at the annual International Conference on Software Engineering (ICSE) or a similar event determined by the chair of the Technical Council on Software Engineering (TCSE) and the director of the Software Engineering Institute (SEI). The winner will be invited to produce a technical report describing the process improvement and results, and to present a paper at the Annual SEI Software Engineering Symposium.

Administration: The Award Committee, in consultation with the chair of the Technical Council on Software Engineering and the Director of the Software Engineering Institute, shall appoint the chair of the Software Process Achievement Award subcommittee. The chair of the subcommittee shall appoint the other members of the subcommittee, consisting of five software professionals with recognized knowledge and experience in software process improvement, in consultation with the chair of the IEEE Computer Society Awards Committee. Nominations shall be submitted to the award subcommittee, which shall review and rank each qualified nomination according to the criteria set forth for the award. After selecting finalists, the subcommittee may visit and/or interview the finalist organizations, and may recommend up to five finalists and a winner to the Awards Committee for approval.

Funding: Awards Committee budget covers expenses incurred in advertising for nominations, publicizing the names of the finalists and award winners, and providing the engraved plaque. The Software Engineering Institute will provide assistance to the winner in preparing a talk and paper on the winning achievement and will pay the $1,500 honorarium to the winner and winning team. The Software Engineering Institute may also provide additional advertising and publicity for the award. It is expected that the organizations of the finalists for the award will bear the cost of site visits, if necessary. Costs of site visits may also be partially covered by the Software Engineering Institute.

12.5.11 Tsutomu Kanai Award

Contribution: Presented in recognition of major contributions to the state-of-the-art distributed computing systems and their applications.

Eligibility: Open to all.

Nominator: Anyone may nominate.

Award: Certificate, crystal memento, and $10,000 honorarium. In addition, the recipient will receive a travel grant of up to $5,000 to cover reasonable and customary expenses to attend two technical conferences. A brochure featuring each recipient’s contributions shall be produced for the award ceremony. Travel funds will be provided, if necessary, to assure that the awardee can travel to the annual awards ceremony.
Administration: The Kanai Awards Chair shall appoint a subcommittee of the Awards Committee to solicit candidates throughout the year and make the preliminary selection. The prospective candidate(s) will be presented to the Awards Committee for discussion and upon recommendation, forwarded to the Board of Governors for approval.

Funding: Awards Committee budget covers all expenses incurred, including travel funds to ensure that the recipient and one companion can attend the presentation ceremonies. This award was funded from an endowment provided by the Hitachi Corporation, in honor of Tsutomou Kanai.

12.5.12 Seymour Cray Computer Engineering Award

Contribution: Presented in recognition of innovative contributions to high performance computing systems that best exemplify the creative spirit demonstrated by Seymour Cray.

Eligibility: Open to all.

Nominator: Anyone may nominate.

Award: Crystal memento, certificate, and $10,000 honorarium of $10,000 to be normally presented at the SC conference. Travel expenses will be provided, if necessary for the awardee(s) and companion, to travel to the site where the award will be presented. This award will be presented by the President of the IEEE Computer Society President or his designee. The awardee will normally be invited to present a paper at SC. A brochure featuring each recipient's contributions shall be produced for the award ceremony.

Administration: The Cray Award and Fernbach Award Subcommittee shall consist of a subcommittee chair and at least six members. The Awards Committee chair shall appoint the subcommittee chair after seeking recommendations from the SC Conference Committee. The Cray Award and Fernbach Award Awards Chair shall appoint a subcommittee of the Awards Committee to solicit candidates throughout the year and make the preliminary selection. The prospective candidate(s) will be presented to the Awards Committee for discussion and upon recommendation, forwarded to the Board of Governors for approval.

Funding: This award was initially funded from an endowment provided by the SGI, in honor of Seymour Cray.

12.5.13 Computer Science & Engineering Undergraduate Teaching Award

Contribution: To recognize outstanding contributions to undergraduate education through both teaching and service. This award should focus our interest on undergraduate education, as well as affirm our support for excellence in undergraduate education. The participation of local entities should help to maintain interest, increase the visibility of the Society, and make a statement about the importance with which we view undergraduate education.

Eligibility: A faculty member in a degree program in computer science, computer engineering, computer information systems, or a similar program.

Nominator: Anyone may nominate.

Award: A stipend of $2,000, a plaque, certificate, and travel funds to assure that the awardee and one companion can attend the presentation. Winner’s names/photos will be published in Computer magazine. Travel funds will be provided, if necessary, to assure that the awardee can travel to the annual awards ceremony.
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Administration: The IEEE Computer Society Awards Committee will administer this award. The Awards Committee chair, with the concurrence of the Vice President for Educational Activities, shall appoint a subcommittee chair of the Awards Committee to make preliminary selection of the award recipient from eligible nominees. The prospective candidate will be presented to the Awards Committee for discussion and recommendation, and the Board of Governors for approval.

Funding: IEEE Computer Society Awards Committee budget.

12.4.16 Conference Contribution Award

Contribution: Outstanding research contributions (papers, keynote speeches and/or tutorials) to a society sponsored or co-sponsored conference for at least ten years.

Eligibility: Open to all.
Nominator: Conference committee or steering committee of the society sponsored or co-sponsored conference.

Award: This award will consist of a plaque.

Administration: This award will be administered by the IEEE Computer Society Awards Committee.

Funding: Funding as an expense item in the approved operating budget of the conference.

12.5.14 Harlan D. Mills Award

Description: To recognize researchers and practitioners who have demonstrated long-standing, sustained, and meaningful contributions to the theory and practice of the information sciences, focusing on contributions to the practice of software engineering through the application of sound theory.


Eligibility: Open to all. Membership in IEEE or IEEE Computer Society not required. Achievements should demonstrate a sustained body of work in software engineering theory and practice. The winner would be generally recognized in the software engineering community for achieving the results stated and for encouraging and teaching others to do the same.

Award: Items: Plaque and $3000 honorarium, museum-quality memento to be normally presented at the International Conference on Software Engineering. The awardee may be invited to give a talk at the conference with associated expenses (if necessary). One recipient, awarded annually, as appropriate. Travel funds will be provided, if necessary, to assure that the awardee can travel to the site where the award is being presented.

Funding: Funding through a $25,000 endowment by Q-Labs, this is expected to be half of the necessary endowment. IEEE/CS TCSE (Technical Council on Software Engineering) funds will be used to fill in any gaps in annual funding prior to full endowment.

Nominee Solicitation: There will be an annual Call for Nominations distributed throughout the IEEE/CS and software engineering communities.

Administration: Selection Committee: The Harlan Mills/Software Process Achievement Selection Committee is a subcommittee shall solicit candidates and make the preliminary selection of the Awards Committee, and the chair of the Selection Committee is a member of the Awards Committee.

Schedule: The deadline for nominations is in September. The Selection Committee recommendation is due to the Awards Committee at their November meeting. Ideally, the IEEE Computer Society Board of Governors would approve the Award Committee’s recommendation at the November board meeting.
Selection: Criteria are as stated in the award description above. The winner would be generally recognized in the software engineering community for achieving the results stated and for encouraging and teaching others to do the same.

Presentation: The nominal venue for the award ceremony and invited talk would be the annual International Conference on Software Engineering. The award would be presented in the name of IEEE/CS, with suitable recognition to those funding the award.

Publicity: The announcement of the award recipient will be published in Computer.

12.5. 15 Ken Kennedy Award

Contribution: To recognize outstanding contributions to programmability and productivity in computing and substantial community service or mentoring contributions.

Eligibility: Open to all.

Nominator: Anyone can nominate; however, the Ken Kennedy Award committee also solicits nominees.

Award: Certificate and $5,000 honorarium of $5,000 to be normally presented at the SC conference. The awardee shall be invited to present a paper at the SC conference, or at an ACM or IEEE conference of the winner’s choosing, during the year following the announcement. Travel expenses of the recipient and one companion to attend the presentation ceremonies at a conference shall be borne by the conference. A brochure featuring each recipient’s contributions shall be produced for the award ceremony.

Administration: The award shall be administered by a six-member committee composed equally of members from the ACM and the IEEE Computer Society. Terms are for three years, with one of the three members (of each society) changing each year. The chair shall be an additional appointee rotated yearly between ACM (odd year) and the IEEE Computer Society (even year). The Committee’s choice for the award shall be reported to the Awards Committee by its representatives to the joint committee for consideration and recommendation to the president, whose approval will constitute concurrence on behalf of the Society. Such concurrence shall be reported to the Board of Governors at its next regular meeting.

Funding: This award shall be funded from an endowment of $100,000 with equal contributions from ACM and the IEEE Computer Society. The endowment shall be administered by the IEEE Foundation.

12.4.19 IEEE Award Support

The IEEE sponsors awards in areas of interest to the IEEE Computer Society. It is the responsibility of the Awards Committee to ensure that the Society seeks out both nominators and candidates for these awards, and that appropriate, timely nominations are made to the appropriate body of the IEEE. In addition, many IEEE and other IEEE technical society awards exist for contributions made directly or indirectly to the field of computers and computing. The Awards Committee should coordinate the Society's participation in and contribute directly to these relevant awards programs.

There are four primary IEEE awards for which the Awards Committee of the IEEE Computer Society should seek nominators and candidates:

- Emanuel R. Piore Award
- Koji Kobayashi Award
- Richard W. Hamming Medal
- John Von Neumann Medal
Criteria and procedures regarding these awards are set forth in the policies and procedures of the IEEE, and in IEEE awards publications.

12.5.16 Conference Best Paper Awards (for Papers Presented at Society Sponsored or Cosponsored Conferences)

Contribution: The Best Paper Award recognizes the most outstanding contribution to the state of the art within the scope of the conference. The paper containing the contribution must be presented at the conference by one of its authors and published in the conference record or proceedings.

Award: Certificate for each author and $200-500, the amount to be determined by the conference, to be equally divided in the case of multiple authors. The award may be announced at the conference where it is chosen or may be announced after the conference. The award should be presented at the next conference in the series, if possible, or at one of the sponsoring Society's major conferences. The award should be presented in a timely manner.

Administration: The selection committee shall be appointed by the appropriate conference program committee and proceeding as outlined in the Awards Committee Procedures.

Funding: Funding for such awards is to be included in the approved operating budget for the conference.

12.6 SERVICE AWARDS DESCRIPTIONS AND PROCEDURES

Service awards are intended to recognize service to IEEE Computer Society programs and activities, and to the profession, as opposed to technical achievement.

12.6.1 Richard E. Merwin Award for Distinguished Service

Contribution: Outstanding volunteer service to the profession at large, including significant service to the IEEE Computer Society or its predecessor organizations. The award is for service as opposed to technical achievement.

Eligibility: The Richard E. Merwin Award is the highest level volunteer service award of the Society, and the highest selection criteria are to be maintained. No current or past Society president shall be eligible until four years after completion of presidential service.

Award: Bronze medal and $5,000 honorarium. Funds for travel to the presentation site, if necessary, will be provided for the awardee and one companion.

Administration: The Merwin Subcommittee shall solicit candidates and make the preliminary selection.

12.6.2 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.

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: Plaque.

Administration: The Education Awards Subcommittee shall solicit nominations and make the preliminary selection.

12.6.3 Service Award Certificates
Service awards are intended to recognize service to IEEE Computer Society programs and activities, and to the profession, as opposed to technical achievement. Service awards are open to all, and anyone can nominate using nomination forms published in Computer magazine. Alternatively, the same pertinent information may be relayed via electronic mail to the Awards Committee Chair. Nominations may be made at any time, but it is preferable if the nomination follows closely in time the contribution to be recognized. Service awards consist of a series of certificates, described below, which may be presented at any appropriate Society function. Nominations may be made at any time, but it is preferable if the nomination follows closely in time the contribution to be recognized. Service award recipients will be acknowledged annually in Computer magazine on the Computer Society’s website.

12.56.3.1 Certificate of Appreciation (CA)

Contribution: Creditable service to any Society activity or program. Awards signed by the function chair certify the function's appreciation for services performed by individuals. Areas of contribution would include service with a conference organizing or program committee. It can be given to subcommittee members in lieu of a letter of appreciation.

Administration: Awards Committee approval of intra-function (within a single program or activity) CAs is not required. If the nominator is not responsible for the function, candidates must be endorsed by the function or committee chair or an appropriate officer. Certificates signed by the president are to certify the Society's appreciation for the services performed by the individual and must be approved by the Awards Committee.

12.56.3.2 Meritorious Service Certificate (MS)

Contribution: Meritorious and significant service to any Society-sponsored activity may qualify in whole or in part. Qualification is enhanced by the level and number of contributions, excellence, dedication, and tenure of service. Areas of contributions include any significant role in one activity such as an editorship, committee or conference support of unusual and/or continuing nature, and service as Society officer, or committee or conference general or program chair. In addition to the typical certificate, a specially designed certificate may be issued to a limited percentage of MSC awardees, based upon additional leadership or merit considerations, and the endorsement of the appropriate Society officer.

Administration: Certificates are signed by the president and must be approved by the Awards Committee.

12.56.3.3 Outstanding Contribution Certificate (OC)

Contribution: An achievement of major value and significance to the IEEE Computer Society. The achievement should be a specific, concisely characterized accomplishment, as opposed to a collection of different efforts. Examples could include the successful launching of major conference series, publications, standards and model curricula. A group OC award may be given for a major contribution in which a number of volunteers each made significant contributions. Certificates bearing all names would be awarded.

Administration: Certificates are signed by the president and must be approved by the Awards Committee.

12.56.3.4 Distinguished Service Certificate (DS)

Contribution: The highest service award certificate in recognition for long and distinguished service to the IEEE Computer Society at a level of dedication and achievement rarely demonstrated. Often includes service in several capacities, and positions of significant Society responsibility, with contribution levels justifying multiple Meritorious Service Certificates or higher. Areas of contributions might include initiating a Society program or conference, or long-term and active service on Society committees.

Administration: Certificates are signed by the president and must be approved by the Awards Committee.
12.5.5 Harry Hayman Award for Distinguished Staff Achievement

**Contribution:** Long and distinguished service of an exemplary nature in the performance of duties over and above those called for as a regular employee of the society.

**Eligibility:** Current IEEE Computer Society staff members of long-standing.

**Nominator:** Anyone can nominate.

**Award:** Plaque and a $5,000 honorarium. A brochure featuring each recipient's contributions shall be produced for the award ceremony.

**Presentation:** At an appropriate function specified by the president.

**Administration:** This award is an exception to general awards practices in that nominees are considered and approved by the Society's Executive Committee. Nominations should be made to that body through the president. However, the Awards Committee will assist in the logistics of the process, including the preparation of the brochure.

12.5.6 Richard E. Merwin Award for Distinguished Service

**Contribution:** Outstanding volunteer service to the profession at large, including significant service to the IEEE Computer Society or its predecessor organizations. The award is for service as opposed to technical achievement.

**Eligibility:** The Richard E. Merwin Award is the highest level volunteer service award of the Society, and the highest selection criteria are to be maintained. No current or past Society president shall be eligible until four years after completion of presidential service.

**Nominator:** Anyone can nominate.

**Award:** Bronze medal and honorarium of $5,000. A brochure featuring each recipient's contributions shall be produced for the award ceremony. Funds for travel to the presentation site, if necessary, will be provided for the awardee and one companion.

**Administration:** A subcommittee of the Awards Committee solicits candidates and makes the preliminary selection. The prospective candidate(s) will be presented to the Awards Committee for discussion and recommendation, and to the board for approval.

**Funding:** Awards Committee budget.

12.56.3.57 Continuous Service Award

**Contribution:** Ongoing credible service to any Society activity or program. This is intended to recognize and encourage the ongoing involvement of volunteers in Society programs. The initial certificate may be awarded after three years of continuous service. Service may be within a single role over multiple years, or reflect changes of roles within the Society. This is comparable to multiple Certificates of Appreciation signed at the presidential level.

**Eligibility:** All current IEEE Computer Society volunteers.

**Nominator:** Initial nomination should be from the program or activity leadership, or the VP-vice president responsible for this nominee’s area of work. No further endorsements are required.

**Administration:** Awards Committee approval of the initial award followed by annual renewal based on the confirmation of the chair or leader of the associated program. The citation should indicate the general area of contribution so that rotation through various jobs can be recognized in this context as appropriate. For example,
“For ongoing volunteer service to the IEEE Computer Society”, and for each year, indicated the area of involvement and role.

Award: Certificates are signed by the president and shall be approved by the Awards Committee, which will have space for ten years of “renewal” stickers. Each subsequent year renewal is recognized through the award of a “sticker” (CS logo with the year).

**12.5.8 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 the Awards Committee.

**Funding:** Funding for the award will at the discretion of the president.

**12.5.9 Standards Activities Board (SAB) Service Award Procedures**

1. The nominator is responsible for recognizing and selecting the appropriate award situation as defined in the Awards Handbook. The nominator gathers any endorsement required. The nominator forwards the nomination to the approver.

2. The approver certifies that the appropriate award situation has been selected. For Outstanding Contribution Award certificates, the approver must gain the concurrence of the Awards Committee member delegated responsibility for standards-related awards. The approver forwards the nomination to staff. The approver should also indicate the manner in which presentation of the award will be accomplished.

3. Staff prepares the certificate using the default citation. The nominator and the approver may choose alternative language for the citation. The alternative language should describe a level of service and recognition comparable to that of the default citation.

4. If the service counts as “creditable”, then staff appropriately records the activity for application to the term service awards.

5. The SAB awards chair administratively converts “Certificate of Appreciation” nominations to “Continuing Service” awards upon the accumulation of three consecutive years of creditable service. No other approval is needed for this.

6. The Meritorious Service and Distinguished Service Award certificates recognize longevity of service in creditable activities. The SAB Awards Chair should regularly develop a list of individuals serving in creditable activities for the prescribed periods of time and forward the list for consideration to the CS VP for Standards Activities and related sponsor chair(s). Both awards require the approval of the VP for Standards Activities of the IEEE Computer Society and the Awards Committee.

**12.6-7 AWARDS TO PAID STAFF MEMBERS**

Generally all service awards are open to all paid Society staff members whose contributions qualify. There are important provisos, however, and operational variants pertaining to the nomination and approval procedures. Staff and volunteers should be kept aware of the intent and scope of awards program as it applies to staff. For example, awards will generally not be given for the excellence in performance of normal responsibilities, for which normal compensation methods exist. The contribution must be exceptional relative to the type and/or level of accomplishment for which the Society compensates the employee at present or for which it might reasonably do so.
in the near future, via promotion or other change in assigned responsibilities. The achievement should also be distinctively apparent to the employee's peers and appropriate staff and volunteer management. Most importantly, awards to staff shall not be used in lieu of normal forms of compensation. In order to minimize sensitivity or management problems, the nomination and review processes must include consultation with appropriate senior staff managers, including the chief staff executive.

**12.7.5 Harry Hayman Award for Distinguished Staff Achievement**

**Contribution:** Long and distinguished service of an exemplary nature in the performance of duties over and above those called for as a regular employee of the society.

**Eligibility:** Current IEEE Computer Society staff members of long standing.

**Nominator:** Anyone can nominate.

**Award:** Plaque and a $5,000 honorarium. A brochure featuring each recipient's contributions shall be produced for the award ceremony.

**Presentation:** At an appropriate function specified by the president.

**Administration:** This award is an exception to general awards practices. Nominations shall be considered and approved by the Society's Executive Committee. Nominations shall be made to that body through the president. The Awards Committee will assist in the logistics of the process, including the preparation of the brochure.

**12.7.8 AWARDS TO CHAPTERS**

**Contribution:** Each year, the Member and Geographic Activities Board (MGAB) will present Outstanding Chapter Awards (OCAs) to the chapter and the student chapter that perform best during the previous year as compared to all other chapters. The level or performance will be based on the guidelines for the OCA established by MGAB.

**Administration:** This award will be administered and funded by MGAB. The Awards Committee shall approve the award recipient.

**Award:** The award will consist of a certificate and Distinguished Visitors Program (DVP) visit in which local expenses normally paid by the chapter are paid by the IEEE Computer Society to the first place winners. Four additional certificate awards will be presented consisting of one IEEE Computer Society publication of choice to the second and third place winning chapters and student chapters.

**12.7.9 GOLDEN CORE MEMBER RECOGNITION**

**Contribution:** Long-standing member or staff service to the Society. Each year the Awards Committee will select up to a maximum number of 50 recipients from eligible candidates and permanently include their names in the Golden Core Member master list.

**Eligibility:** All current IEEE Computer Society members or staff. A Golden Core member must have received one of the following:

- Meritorious Service Certificate,
- Outstanding Contribution Certificate,
- Distinguished Service Certificate,
- Richard E. Merwin Award,
- Harry Hayman Award;

or must have served in one of the following capacities:
- Staff member with five years tenure,
- Board of Governors members,
- Executive Committee member,
- President

Administration: The recognition program will be administered and funded by the Awards Committee.

Recognition: The recognition will consist of a Golden Core pin and plaque. Presentation of the recognition may be at an appropriate function designated by the president or by mail. Individual names will be included in a master list and publicized in accordance with Awards Committee responsibilities for publicity reaching the IEEE Computer Society membership.

12.10 AWARDS TO STUDENTS

Contribution: The Awards Committee shall organize a team of judges to present awards at the annual Intel Science and Engineering Fair (ISEF). The Awards Chair shall appoint the Society’s chief ISEF judge. The chief judge shall recruit a minimum of three additional judges and manage the on-site judging process. Three individual and two team awards may be presented for outstanding high school student projects.

Administration: The ISEF awards shall be administered and funded by the Awards Committee.

Award: First place individual award of $1,000, second place individual award of $500, and third place individual award of $350. First place team award of $500 for each team member and second place team award of $400 for each team member. All winners also receive a one year free subscription to the Computer Society magazine of their choice.

12.11 IEEE AWARDS SUPPORT

The IEEE sponsors awards in areas of interest to the IEEE Computer Society. It is the responsibility of the Awards Committee to ensure that the Society solicits both nominators and candidates for these awards, and that appropriate, timely nominations are made to the appropriate body of the IEEE. The IEEE Awards Candidate Search Subcommittee shall seek nominators and candidates for four primary IEEE awards:

- Emanuel R. Piore Award
- Koji Kobayashi Award
- Richard W. Hamming Medal
- John Von Neumann Medal

In addition, many IEEE and other IEEE technical society awards exist for contributions made directly or indirectly to the field of computers and computing. The IEEE Awards Candidate Search Subcommittee shall coordinate the Society's participation in and contribute directly to these relevant awards programs.

Motion 12.C: Reisman moved on behalf of the Constitution and Bylaws Committee, “MOVED, that the IEEE Computer Society Executive Committee approves the amendments to PPM Section 12 Awards.” Motion passed by voice vote.

D. PPM Section 9 Publications
SECTION 9 PUBLICATIONS
9.1 GENERAL

9.1.1 Definitions
In the following the term ‘publications’ shall include magazines, transactions, letter-style journals, web-based publications, conference proceedings, individual books, and book series intended for delivery in any and all media as well as any other content or collections of content published by the Publications Board of the Computer Society. The terms ‘series publications’ shall refer to magazines and transactions, and book series, ‘periodical publications’ shall refer to conference proceedings and individual books.

9.1.2 Logos

All society publications are to bear the names and logos of both the IEEE Computer Society and the IEEE prominently on their covers in a manner appropriate to the medium in which it is presented.

9.1.3 Peer Review Process

Works published by Society publications should undergo rigorous peer review prior to acceptance for publication. Policies shall be established regarding various levels of peer review appropriate to different types of work. Some materials, such as, but not limited to columns, editorials, blogs, and product reviews, may be published with minimal or no peer review. Review policies shall be developed by the Publications Board in conjunction with the responsible publications operations committee. The review policies should generally be typical of review policies of respected scientific, scholarly, and technical societies. The policies should provide for appropriate author appeals, but the anonymity of the reviewers should be maintained.

9.2 PUBLICATIONS BOARD

9.2.1 Membership

The Publications Board shall be chaired by the vice president for publications as provided in the bylaws, and shall consist of the following voting members appointed by the vice president: Magazine Operations Committee chair, Transactions Operations Committee chair, Press Operations Committee chair, Conference Publications Operations Committee chair, the Digital Library Operations Committee chair, the IEEE Computer Society’s representative to the IEEE Publications Services and Products Board (PSPB), and an additional three to six members-at-large (non EICs) with experience in publications. In addition, all editors-in-chief (EICs), and the director of products and services shall be ex officio, non-voting members of the Publications Board.

9.2.2 Publication Review and Planning

The Publications Board shall:

1. review each of the society's series publications at least once every five years, based on the periodical review submitted to the IEEE Periodicals Review Committee;

2. consider changes of scope and name to evolve publications with changes in the field;

3. consider terminating or combining of series publications when necessary; and

4. plan for and recommend new publications to the Board of Governors.

9.2.3 Budgeting Responsibilities

The Publications Board shall review annual page budgets as proposed by the editors-in-chief (EICs) and as recommended by Transactions Operations Committee (TOC) and Magazine Operations Committee (MOC). Additionally the Publications Board shall be responsible for preparing and recommending its annual budget to the Board of Governors. The Publications Board shall be responsible for presenting its recommended budgets, including editorial page budgets, prices and frequencies of periodical publications, to the Finance Committee and the Board of Governors.
9.2.4 Publications Handbook

The Publications Board shall create and be responsible for maintaining a Publications Handbook, which sets forth detailed procedures for the operation of the Society's overall publication program. This manual will be the primary means of ensuring appropriate quality and continuity in the operation of the Society publications. The Publications Board may modify its procedures without Board of Governors approval provided that its procedures are consistent with these policies and procedures and with applicable policies and procedures of the IEEE. However, all changes to publications procedures shall be published in the Agenda Book prepared for the next Board of Governors meeting following the change. The vice president for publications is responsible for seeing that a copy of the then-current manual is distributed to each member of the Publications Board, TOC, MOC, POC, CPOC and the Board of Governors at the beginning of each calendar year.

9.2.5 Mentoring Future EICs

The bylaws establish that the Publications Board is responsible for recommending EIC candidates to the president. To carry out this process, the Publications Board shall establish and maintain a mechanism for mentoring future EICs in order to produce a pool of candidates with experience that permits them to assume an EIC position.

9.2.6 Editor in Chief Appointments

1. For publications solely sponsored by the IEEE Computer Society, Editor in chief, Chief Search Committees shall be used to evaluate all applicants and nominees following the process defined in 9.2.7. Reappointment considerations shall follow the process defined in 9.2.7.

2. For jointly sponsored publications with steering committees, the steering committee shall recommend candidate(s) for each Editor in chief position to the Publications Board for their review and further recommendation to the president.

3. Editor in chief appointments for Computing in Science & Engineering shall follow the process defined in 9.2.10.

4. Editor in chief appointments for Press shall be selected using the process in 9.2.7. Reappointments shall follow the process defined in 9.2.8.

9.2.7 Editor in Chief Search Process

The vice president for publications shall establish an ad hoc EIC Search Committee for the open position with the approval of the president-elect. The Committee shall consist of at least three members, at least fourteen months in advance of the known vacancy. This time can be less in the case of extraordinary vacancies (e.g., the resignation, severe or prolonged illness, or death of an EIC). In such extraordinary situations, the vice president for publications, in concurrence with the Publications Board, shall, as expeditiously as possible, recommend to the president for appointment an “acting” Editor in chief, while the EIC search is conducted.

The search committee shall develop a list of applicants through open solicitation, including recommendations from the corresponding operations committee. The applicants are most likely to be drawn from people being mentored for EIC positions, from former or present associate editors, from people who have editorial experience outside of the IEEE Computer Society, and from those nominated as a result of the open solicitation. Nominations and applications shall be sought from technical committees, conferences, and other editorial boards.

As the search progresses, the search committee shall keep the vice president for publications and president of the Society aware of the candidates being considered. The functions of each body and officer need to be well understood by all involved: the search committee’s function is to identify and evaluate applicants, and to select and recommend candidates from the applicants; the Publications Board reviews those candidates and makes its recommendations to the president; the president evaluates, selects and appoints the EIC from the candidates brought forward by the Search Committee; and the Board of Governors reviews and consents to the appointment.
Early in the search process the committee shall ask each applicant to prepare a dossier including:

a) a letter of institutional/employer support for this editorship, should the position be offered.

b) a plan or vision statement that details the prospective course of action that the applicant projects to take with respect to the publication. This plan shall include:

(1) the applicant’s perspective of the publication including challenges and opportunities,

(2) the tasks of the EIC to meet the challenges and to exploit the opportunities,

(3) the objective milestones associated with the intermediate and final accomplishment of these tasks,

(4) the projected schedules for the accomplishment of these milestones,

(5) the projected organization which will accomplish these tasks, and

(6) the funding requirements to accomplish these tasks.

c) a resume, including publications and editorial experience.

These are necessary conditions for an applicant to be considered as a candidate.

The Search Committee will use a-the standard “scoring matrix” described in the document, EIC Search Guidelines, Publications Handbook to ensure that its members consider all relevant experience and abilities of each candidate and to ensure that these are treated similarly for all candidates.

The Search Committee shall recommend two or more candidates to the Publications Board. In exceptional cases where the Search Committee recommends only one candidate, the committee must report on attempts to find other qualified candidates.

After the Search Committee selects its top candidate(s), the chair shall discuss the committee’s recommendations with the vice president for publications and the president and prepare the Committee’s report. The report shall provide an overview of the search process and recommend the candidate(s) for the EIC position. The committee report along with the dossiers of the candidate(s) shall be securely distributed electronically to the members of the Publications Board at least 15 days before the meeting at which the recommendations are to be considered. The Publications Board shall maintain the confidentiality of the information. In extraordinary circumstances the vice president for publications may waive or reduce the time allotted for Publications Board review.

The Search Committee shall report its findings and recommendations to the Publications Board in executive session. Those included in the executive session are the voting and non voting members of the Publications Board, the president of the Society, and members of the Search Committee.

The Publications Board shall review the recommendations of the Search Committee and endorses all, some or none of the candidates. The Publications Board shall make its recommendation to the president in confidence. No public disclosure of the candidates’ identities shall be made until after the new EIC has been notified of his/her appointment.

As provided in the bylaws, the final step in the process occurs when the president selects an appointee from the candidates brought forward by the search committee and presents the appointment to the Board of Governors for concurrence. This shall include a copy of the appointee’s plans. The vice president for publications shall provide a written executive summary of the search process to the Board of Governors. The Board of Governors may consent to the appointment of the president’s appointee, in which case the president shall make the appointment. If the Board of Governors refuses consent, then they may bring forward a second candidate that has been recommended by the search committee. If the president is unable to identify an acceptable appointee from those candidates presented, the Board of Governors shall be informed and a new search initiated.
EICs may be appointed for a maximum of two consecutive terms for a given position. A term is two years but may be extended to no more than three years in the case of a new publication, the unexpected replacement of an EIC, termination of a publication, or other extenuating circumstances. The exact duration of an extended term will be indicated at the time of appointment of the new EIC. At the discretion of the vice president for publications, the first two-year term of office of the editor in chief EIC shall begin with the appearance of that publication.

9.2.8. Reappointment of an Editor in Chief

1. An EIC editor in chief who is serving his/her first term is eligible for reappointment. The vice president for publications shall ask his/her willingness to serve a second term fourteen months before the end of the first term. If the EIC editor in chief is not willing to serve a second term, the process defined in 9.2.7 shall be followed in selecting a new EIC editor in chief.

2. If the EIC editor in chief is willing to serve a second term, the vice president for publications shall appoint an Evaluation Committee to evaluate the Editor in chief’s performance. The EIC shall prepare and submit his/her dossier as defined in 9.2.8.4 and include his/her accomplishments during the past year.

3. The Evaluation Committee shall seek input from the periodical’s editorial board, the IEEE Computer Society Publications’ staff, and the Publications Board and prepare its report with a recommendation on reappointment. The report along with the dossier of the EIC editor in chief shall be securely distributed electronically to the Publications Board at least 15 days before the meeting at which it will be considered (normally the first meeting of the year). In extraordinary circumstances the vice president can waive or reduce the allotted time for Publications Board review.

4. The Evaluation Committee’s recommendation on reappointment shall be presented to the Publications Board in executive session. If the Evaluation Committee recommends reappointment, the Publications Board endorses reappointment and the president elects to reappoint the EIC editor in chief for a second term, the reappointment shall be presented to the Board of Governors for their consent. If there is not agreement on reappointment, then a Search Committee shall be appointed and shall follow the procedures in 9.2.7 in seeking and recommending additional candidates. The current EIC editor in chief may be considered as one of the candidates.

9.2.9 Editorial Board Member Selection Process

Editorial Board members for each periodical are appointed by the respective EICs with the consent of the Publications Board, utilizing the following procedures:

1. The EIC shall send in plain ASCII format through regular e-mail (not as an attachment) the following:
   a. A lead paragraph by the EIC explaining the need for and justifying the nomination.
   b. The candidate’s technical biography similar to what appears at the end of a paper: a short paragraph or two describing the nominee’s main qualifications and accomplishments. Emphasis should be given to the candidate’s qualifications that are relevant to his or her duties as an Editorial Board member.
   c. Selected list of relevant publications (maximum of 10).
   d. A hyperlink to a location where additional information may be found. If a Web address is not available, other contact information should be included.

2. Publications Board members have 30 days to reply to the proposed appointment.

3. If no objections are received within the time limit, the appointment is de facto confirmed; the EIC shall send a notice of the confirmed appointment to the candidate.
4. If there are objections to the appointment, the appointment shall be withdrawn or deferred until the next regularly scheduled meeting of the Publications Board, at which time the appointment may be discussed and decided.

9.2.10 Editor in Chief Appointments of Computing in Science & Engineering

1. The Search Committee for the editor in chief EIC of Computing in Science & Engineering will be appointed jointly by the IEEE Computer Society and the American Institute of Physics (AIP).

2. The Search Committee will bring forward one candidate for appointment or reappointment. This recommendation will be communicated in advance to the AIP appointment officer before it is discussed by the Publications Board.

3. The Publications Board will recommend one candidate for joint appointment by the IEEE CSociety and the AIP.

9.2.11 Editorial Workshops

The Publications Board will organize EIC planning, orientation and leadership session as necessary.

9.2.12 Evaluation Procedures for Periodicals

It is the duty of the Publications Board to review publications and decide their fate. If the review of a publication determines that it is no longer viable, then the Publications Board has the responsibility to recommend to the Board of Governors that it should be either, closed, merged with another publication, or dealt with in some other way so that it neither detracts for the Society’s reputation or becomes a drain on the Society’s resources.

The evaluation of publications shall use the criteria below:

1. Objective Criteria. Examples of items to be evaluated include current and projected financial health (net revenue and contribution margin), current and projected circulation, subscriber, retention, peer review and publication cycle times (submission to first decision and final acceptance to publication), submission and acceptance rates, citation indices, and usage in all digital collections.

2. Subjective Criteria. Examples of items to be evaluated include the scope and breadth of coverage, sampling of readership opinion, sampling of authors' opinions and editorial overlap with other publications.

When possible, the evaluation of a publication should be done in conjunction with a search for a new EIC for the publication.

9.2.13 Editorial Budget Policy

The IEEE Computer Society and the home institution of an EIC together shall supply the support required to perform the functions of the EIC. The EIC should use funds from the host institution or other available sources in preference to the funds of the IEEE Computer Society where a choice is possible. The IEEE Computer Society shall assure sufficient funding to perform the following when the home institution funds are insufficient to support these activities:

Secretarial Support: An EIC needs secretarial support proportional to the workload, based on the number of submissions and page counts. Secretarial support is provided by the IEEE Computer Society.

Office Expense: Office expenses include the cost of communications and supplies. The expenses related to phone, fax, mail, filing, copying, and so forth are reimbursable.

Travel Policy: Each EIC shall have budgeted funding for the EIC or the EIC's designee to travel to up to three Publications Board meetings annually. In addition, each EIC shall have budgeted funding for the EIC or the EIC's designee for travel to an EIC meeting with staff editors and to an Editorial Board Meeting. Each EIC shall have budgeted funding to hold and annual Editorial Board Meeting. If an EIC chooses to hold an
Editorial Board meeting, the EIC is encouraged to hold it at a major conference that is normally attended by many members of the Editorial Board, and for which travel support can readily be obtained from sources other than the IEEE Computer Society.

Publication-specific expenses: When identified by an EIC and endorsed by the vice president for publications, some publication-specific expenses can be included in the budget. Among the items that qualify as publication-specific are travel of some editorial board members to a meeting for a specific purpose, assistance to associate editors, and special activities for particular publications that are not generic to all publications.

9.2.14 Computing Now

Computing Now shall be treated as a magazine. The EIC of Computing Now shall be selected by the same procedures that are used to select the editors in chief of magazines, and shall be a member of the Magazine Operations Committee.

9.3 OPERATIONS COMMITTEES

9.3.1 Membership

The membership of the Magazine Operations Committee (MOC), the Transactions Operations Committee (TOC), and the Press Operations Committee (POC) and the Digital Library Operating Committee (DLOC) shall be as specified in the bylaws. These three-four committees collectively shall be referred to as the Operations Committees (OCs).

9.3.2 Duties

The OCs, as appropriate, are responsible for collecting budget information from the EICs, analyzing and recommending EIC budgets for approval by the Publications Board, providing such other assistance to the vice president for publications as may be required, and overseeing all of the operational aspects of the publications within their scope.

1. The OCs will review the budgets proposed by their respective EICs and assist the EICs in preparing them as required. Once a budget is approved by the applicable OC, it will be forwarded to the Publications Board with a recommendation for approval or amendment. The budget will become the official operating budget for the publication, upon its approval by the Board of Governors.

2. The OCs are responsible for all of the operation aspects of their publications -- dealing with insufficient or overabundant backlog, soliciting manuscripts, refereeing processes, copy editing processes, monitoring the timeliness of publication, and other issues.

3. The OCs will encourage publications with common technical interests and overlapping scopes to (a) sponsor joint publications and explore ways to collaborate that might help in reducing backlog and publishing manuscripts with minimum delay, and (b) provide useful, complementary coverage of important topics for the reader.

4. The OCs will establish an effective interface between the EICs and other activities of the Society.

5. The OCs will assist the Publications Board and the periodical EICs in recognizing outstanding technical leaders and achievers (EICs, editorial board members, guest editors, quality referees, authors of outstanding manuscripts, et al.), and assist the EICs and vice president for publications in submitting the necessary documentation for nominating candidates for the various IEEE and IEEE Computer Society awards.
9.4 PUBLISHING MISCONDUCT

The vice president for publications shall appoint a Publications Board member-at-large to process all IEEE Computer Society issues related to publication misconduct. The member-at-large may appoint a committee to assist in processing such issues according to the policies and procedures as described in the IEEE Publication Services and Products Board Operations Manual Section 8.2.4, Allegations of Misconduct. The appointee shall be responsible for acting upon, monitoring and reporting, on a regular basis, to the Publications Board. The procedures for acting upon issues of misconduct are described in the Publications Handbook.

9.4. INTEGRITY AND PLAGIARISM

The IEEE Computer Society is committed to ensuring that its publications contain material that is properly identified as the work of its authors. To that end, it identifies a member of the Publications Board to promote integrity in publication and to enforce the IEEE and IEEE Computer Society policies regarding plagiarism and improper publication of material.

9.9.1 Chair of the Committee on Integrity

The vice president for publications shall form a Committee on Integrity, and designate one of the members of the Publications Board as the chair of the Committee.

9.9.2 Committee on Integrity

The chair of the Committee on Integrity, with the approval of the vice president of publications, shall appoint Society members to the Committee on Integrity.

9.9.3 Duties

The Committee on Integrity shall implement IEEE and IEEE Computer Society procedures that address author complaints concerning plagiarism and improper publication of material. The committee shall take actions to promote the integrity of Computer Society publications, such as developing educational materials for prospective authors.

9.5 SCOPE STATEMENTS FOR PUBLICATIONS

The current scope statements for all publications shall be included in the Publications Handbook. Scope statements will be reviewed and, if necessary, refreshed during the periodical review process.

9.6 ADVERTISING IN IEEE COMPUTER SOCIETY PUBLICATIONS

Advertising may be accepted in Society publications. The publisher has full discretion to accept or reject any advertising. Guidelines for determining acceptable and unacceptable advertising are:

Acceptable:

* Products or services of direct interest and usefulness to members. Examples include electronics and electrical materials, components, and systems; positions available and wanted.

* Products which in consensus are deemed socially valuable and which complement the members' research and/or business needs, or a vocational bent. Examples include technical or high-technology hobbies (audio equipment, photographic equipment), auto rental companies, and airlines.

Unacceptable:

* Tobacco, liquor, get-rich-quick schemes, venture capital available, questionable educational opportunities, and diploma mills.
* Any advertisement presented in a format or illustrated in a manner not in keeping with the professional image of Society publications.

* Any advertisement suggesting or implying age, gender, or other types of discrimination.

9.7 PUBLICATIONS COPY EDITING POLICY

IEEE Computer Society publications are intended to focus on the needs of the reader. These needs can only be met if the publications are understandable and readable. Both technical and copy editing at some level for author-submitted technical material are essential in producing an understandable, readable, and technically accurate article in the style of the publication. Technical editing involves the author and EIC editor in chief, and copy editing involves the author and copy editor. Both processes impact the technical content, understandability, readability, and publications style and quality. A set of general guidelines shall be developed and incorporated in the Society's EIC Manual or Publications Handbook. They shall necessarily be general in nature because of the diversity of situations encountered.

9.8 SPECIAL SUBSCRIPTIONS

9.8.1 Promotional Subscriptions and Sales at Conferences

Responsibility for negotiating the terms and conditions for the provision of promotional subscriptions to periodicals and sales of books and conference proceedings at conferences resides with the vice president for publications.

9.8.2 Block Subscriptions

The sale of block subscriptions and sales of books and conference proceedings to sister societies is permitted. A block subscription or sale is defined as 100 or more subscriptions or copies of a single book or proceedings shipped to the same address, or shipped to different addresses, where mailing labels or other forms of electronic distribution have been provided by the sister society. The sister society would handle all collections. A "total membership" block subscription will be billed to the sister society at a rate of at least the IEEE entity member rate. A "member option" block subscription will be billed at a rate of at least 1.2 times the member rate. It will be required that the sister society bill individual members in the "member option" case at the sister society rate or greater.

9.9 REUSE OF INTELLECTUAL PROPERTY

The IEEE Computer Society is committed to the exchange and dissemination of technical information. This may be accomplished through the publication of conference proceedings and periodicals. The secondary use of the intellectual property from the publications shall follow the guidelines given in this section.

9.9.1 The IEEE requires that all technical, educational and professional publications of the Institute, except newsletters, but including society and Technical Council Newsletters, be copyrighted by the IEEE (IEEE PPM 6.3.1.A.2). In the case of jointly sponsored conferences, IEEE recognizes the right of another qualified sponsor to hold the copyright and administer all copyright matters on behalf of the IEEE and its author, provided, however, that such right shall be the subject or written agreement between the IEEE and the qualified sponsor. Except in the case of a conference which is sponsored and maintains its own permanent administrative office, a conference is not considered a sponsor and may not hold a copyright to IEEE material (IEEE PPM 6.3.1.A.2).

9.9.2 Conference Proceedings

1. Each conference shall be allowed to post its proceedings on its official conference Web site, according to policies stated in the Technical Meetings Handbook.

2. The IEEE Computer Society shall collect the accepted papers for every conference it sponsors and cosponsors and shall have the right to place them in its digital collections, according to policies set by the IEEE Computer Society Publications Board.
3. Conferences may not offer individual papers or collections of papers for reuse without the written permission of the IEEE, in accordance with the IEEE copyright policy.

4. Revenues generated from the inclusion of proceedings in the Digital Library or other collections shall be distributed in accordance with policies set by the Finance Committee and the Board of Governors.

9.9.3 Periodicals

1. The IEEE Computer Society invests heavily in the development of the content of periodicals and shall control the reuse of this intellectual property.

2. Except for authors’ posting their work on their own Web sites, individual papers or collections of papers from the IEEE Computer Society periodicals shall not be posted on servers other than the official dissemination servers.

3. Any reuse of intellectual property from periodicals in collections shall require the written permission of the IEEE.

Motion 12.D: Reisman moved on behalf of the Constitution and Bylaws Committee, “MOVED, that the IEEE Computer Society Executive Committee approves the amendments to PPM Section 9 Publications as amended.” Motion passed by voice vote.

E. Section 18 Planning Committee

SECTION 18 PLANNING COMMITTEE

18.1 PLANNING COMMITTEE

The Planning Committee shall be responsible for proposing strategic direction for the Society. The Planning Committee shall propose strategic goals, measurable objectives, and measurable outcomes. The Planning Committee shall provide an annual report to the Board of Governors evaluating progress toward strategic goals and recommending appropriate changes to goals, objectives, outcomes, and measurements.

18.2 MEMBERSHIP

The president-elect shall chair the Planning Committee. The chief staff executive shall be an ex officio, non-voting member of this committee. Additional ex officio, voting, members shall include the president, past president, first vice president, second vice president, treasurer, secretary, and chairs of each program board. Additional members of the executive staff and representatives of relevant program boards and committees may be appointed by the chair as non-voting members.

18.3 DUTIES AND RESPONSIBILITIES

The Planning Committee shall:

1. Assist leadership in formulating, advancing, and communicating a vision for the future to IEEE and IEEE Computer Society membership.

2. Establish strategic priorities.

3. Maintain the IEEE Computer Society strategic planning process.

4. Identify measurable objectives and measurable outcomes and evaluate them annually.

5. Identify activities for meeting objectives and seek direction by the Board of Governors, as necessary, regarding the activities.

6. Review the strategic plan on a continual basis and provide recommendations to the Board of Governors for modifications on an annual basis.

7. Provide feedback and counsel to program boards, committees, and operations with respect to each groups’ priorities and goals.
8. Work with the Finance Committee to ensure a rational linkage between strategic priorities and financial planning and budgeting.

### 18.3.1 Planning Committee Handbook

The Planning Committee shall create and maintain a Strategic Planning Handbook that sets forth detailed procedures for the Society’s strategic planning process. This manual will be the primary means of ensuring consistency and continuity in the planning process. The Planning Committee may modify its procedures without Board of Governors approval provided that its procedures are consistent with these policies and procedures and with applicable policies and procedures of the IEEE. The Planning Committee Chair is responsible for seeing that a copy of the current handbook is made available to each member of the Planning Committee and the Board of Governors at the beginning of each calendar year.

Motion 12.E: Reisman moved on behalf of the Constitution and Bylaws Committee, “MOVED, that the IEEE Computer Society Executive Committee approves the amendments to PPM Section 18 Planning Committee.” Motion passed by voice vote.

### 13. Executive Committee Consent to Presidential External Representative Appointments – Isaak

#### A. Computing Science Accreditation Board Representatives

Motion 13.A.: Burd moved on behalf of the Educational Activities Board, “MOVED, that the IEEE Computer Society Executive Committee approves the appointment of Fernando Naveda and Ann Gates as the CSAB Representative Directors for a three-year term beginning November 2010 through October 2013, and the appointment of Pearl Wang and Mark Sebern as the CSAB Alternative Representative Directors for a one-year term beginning November 2010 through October 2011.” Motion passed by voice vote.

#### B. Internet Society Representative

Motion 13.B: Motion not brought forward by anyone! “MOVED, that the IEEE Computer Society Executive Committee approves the appointment of Stephen L. Diamond to serve a one-year term as the Computer Society representative to the Internet Society, beginning 1 January 2011 through 31 December 2011.” Motion passed by voice vote.

### 14. BREAK

### 15. Educational Activities Year-End Update Presentation – Burd

Burd briefed the board on EAB efforts to increase volunteer participation and engagement in 2010. She also highlighted activities related to the promotion and support for educational materials.

### 16. Member & Geographic Activities Year-End Update Presentation – Sankaran

Sankaran briefed the board on MGA activities, which included a new board and three committees. Additional funding provided support for new initiatives.

### 17. Professional Activities Year-End Update Presentation – Burd

Moore briefed the board on PAB endeavors, including the scheduled launch of the revised CSDP in 12 April 2011 and the near completion of the SWEBOK 2010 revision.

### 18. Publications Year-End Update Presentation – Grier

Grier updated the board on the status of major publications, indicated that the stability of CSDL had been improved and significantly reduced the number of cases of plagiarism.

### 19. BREAK

### 20. Standards Activities Year-End Update Presentation – Fujii

Fujii highlighted efforts towards goals, including the status of the Cloud Computing Special Project and other special projects.

### 21. Technical & Conference Activities Year-End Update Presentation – Walz
Walz briefed the board on progress towards goals, including the redesign of conference processes and the completion of the T&C Handbook

22. **Awards Committee Year-End Update Presentation – Conte**

Conte highlighted Awards initiatives that included enhancements to the Awards ceremony and the publicity related to the announcements, along with the activation of once dormant awards.

23. **Cloud Computing Ad Hoc Committee Year-End Update – Isaak**

Isaak briefed the board on the committee’s efforts to position the Computer Society as a premier player in the force that cloud computing promises to become.

24. **EXECUTIVE SESSION – Burgess**

25. **Special Orders – Isaak**

26. **New Business – Isaak**

27. **Unfinished Business or General Orders – Isaak**

28. **Good of the Order – Isaak**

29. **Announcements – Isaak**

30. **Next Meeting**

   Thursday, 3 February 2011
   Long Beach, California USA

31. **Adjournment**

   5 p.m.

**REPORTS**

**AD HOC COMMITTEES**

None

**EXECUTIVE COMMITTEE MEMBERS**

**A. President-Elect - Reisman**

No report.

**B. Vice President, Educational Activities – Burd**

The report is attached to the Electronic Agenda.

**C. Vice President, Member and Geographic Activities - Sankaran**

The MGA report is attached to the Electronic Agenda.

**D. Vice President, Professional Activities – Moore**

The PAB report is attached to the Electronic Agenda.

**E. Vice President, Publications - Grier**

The Publications report is attached to the Electronic Agenda.

**G. First Vice President, Standards Activities – Fujii**

The SAB report is attached to the Electronic Agenda.

**H. VP, Technical & Conference Activities – Walz**

The T&C report is attached to the Electronic Agenda.

**I. Second Vice President, Secretary – Voas**

No report.

**J. Past President – Land**

No report.

**K. IEEE Division V/VIII Directors – Williams/Diamond**

No report.
L. Computer Editor-in-Chief – Chang
No report.