1. **Call to Order – Williams, M.**

A meeting of the IEEE Computer Society Executive Committee was held at 3:00 Pacific time on 17 May 2007 at the Sheraton Gateway LAX, Los Angeles, California USA. Michael R. Williams, President, chaired, while Christina M. Schober served as secretary.

2. **Roll Call – Schober**

A roll call was held as follows:

**A. Franchised Members**
Deborah M. Cooper, Past President, present
Antonio Doria, VP, Chapters Activities Board, present
Michel Israel, Treasurer, present
Rangachar Kasturi, President-Elect, present
Susan K. (Kathy) Land, First VP, Conferences & Tutorials Board, present
Sorel Reisman, Second VP, Electronic Products & Services Board, present
Jon G. Rokne, VP, Publications Board, present
Stephen B. Seidman, VP, Educational Activities Board, present
Christina M. Schober, Secretary, present
John W. Walz, VP, Standards Activities Board, present
Stephanie M. White, VP, Technical Activities Board, present
Michael R. Williams, President, present

**B. Ex officio Members (without vote)**
Angela R. Burgess, Acting Co-Executive Director, present
Carl K. Chang, *Computer* EIC, present
Oscar N. Garcia, 2006-2007 IEEE Division V Director, present
Anne Marie Kelly, Acting Co-Executive Director, present
Thomas W. Williams, 2007-2008 IEEE Division VIII Director, present

3. **Introduction of Guests – Williams, M.**

The following guests and staff were present:

- Violet S. Doan
- Lynne Harris
- Susan Hayden
- Iwao Hyakutake
- Neal Linson
- John G. Miller
- Itaru Mimura
- Corey Murphy
- Richard J. Price

4. **Approval of Agenda – Rokne**

Motion 4: Rokne moved, Land seconded, “MOVED, that the agenda be approved as revised:” Motion carried by voice vote.

Add Item 11: Proposals to Improve Membership Services - Cooper

5. **BLANK**

6. **Approval of Minutes of the 8 February 2007 Meeting – Schober**

Motion 6: Cooper moved, Doria seconded, “MOVED, that the minutes of the 8 February 2007 Executive Committee meeting be approved as is.” Motion carried by voice vote.

7. **Report of the President - Williams, M.**

President Williams gave an oral report and made note of his written report in the *Agenda Book.*
8. **Report of the Treasurer - Israel**
   Israel gave an oral report and made note of his written report in the *Agenda Book*.

   Burgess and Kelly reported on recent activity in the society. Their report is in the *Agenda Book*.

10. **Status of Action Items - Schober**
    Schober reviewed the status of action items as of 1 May 2007, which can be found in the *Agenda Book*.
    Item 5 remains open and is scheduled to be closed at the 18 May board meeting.

**ACTION ITEMS**

11. **Membership Committee Motions – Cooper**
    Motion 11A: Cooper moved for the Membership Committee, “MOVED, that the Executive Committee of the IEEE Computer Society endorse the proposal to partner with IEEE to identify a new member category to address the non-renewing demographic segment among Computer Society members.” Motion carried by voice vote.

    Motion 11B: Cooper moved for the Membership Committee, “MOVED, that the Executive Committee of the IEEE Computer Society endorse the proposal that increases in the current level of Computer Society membership dues not exceed the CPI.” Motion carried by voice vote.

12. **BLANK**

13. **BLANK**

14. **Endorsement of New Periodical Proposals - Rokne**
    Motion 14A: Rokne moved for the Publications Board, “MOVED, that the Executive Committee of the IEEE Computer Society endorse the new publication proposal for *IEEE Transactions on Learning Technologies*.” Motion carried by voice vote.

    Motion 14B: Rokne moved for the Publications Board, “MOVED, that the Executive Committee of the IEEE Computer Society endorse the new publication proposal for *IEEE Transactions on Haptics*.” Motion carried by voice vote.

    Motion 14C: Rokne moved for the Publications Board, “MOVED, that the Executive Committee of the IEEE Computer Society endorse the new publication proposal for *IEEE Transactions on Services Computing*.” Motion carried by voice vote.

15. **SC2007 Funding Proposal - Israel/Land**
    Motion 15: Land moved for the Conferences & Tutorials Board, “MOVED, that the Executive Committee of the IEEE Computer Society endorses the funding of the SC07 Cluster Challenge with the following proposed budget:” Motion carried by voice vote.

    **Cluster Challenge Budget**
    - Meals and Refreshments: $3,000
    - Convention Center Catering: $11,000
    - Travel: $75,000
    - AV: $1,000
    - Committee Support: $2,000
    - Electric Power: $8,400
    - Telephone and Office Supplies: $1,000
    - Postage and Shipping: $1,000
    - Promotion: $10,000
    - Miscellaneous: $1,000
    - **Total**: $113,000
Endorsement of 2008 Officer and Board Candidates - Cooper

Motion 18: Cooper moved for the Nominations Committee, “MOVED, that the Executive Committee of the IEEE Computer Society endorse the proposed slate of officer and board candidates.” Motion carried by hand count.

2008 President-Elect (2009 President)
- James D. Isaak
- Susan K. (Kathy) Land

2007 First Vice President
- George V. Cybenko
- Sorel Reisman

2007 Second Vice President
- Antonio Doria
- Michel Israel

2007-2009 Terms on the Board of Governors
- Alfredo Benso
- Itaru Mimura
- Fernando Bouche
- Raghavan Muralidharan
- Joseph R. Bumblis
- John G. Rokne
- Andre Ivanov
- Christina M. Schober
- Hai Jin
- Ann E.K. Sobel
- Philip A. LaPlante
- Jeffrey Voas
- Gerard Medioni

Amendments to the Society Bylaws – Kasturi

A. Article VI: Technical & Conference Activities

Motion 25A: Kasturi moved for the Constitution & Bylaws Committee, “MOVED, that the Executive Committee of the IEEE Computer Society approves the proposed Bylaws amendments to Articles VI and XI by deleting Article IX, Technical Activities, in its entirety and replacing Article VI, Conferences & Tutorials, with new Article VI, Technical & Conferences Activities:” Motion carried by voice vote.

ARTICLE VI – TECHNICAL AND CONFERENCE ACTIVITIES

Section 1: Technical and Conference Activities Board

The Technical and Conference Activities (T&C) Board shall oversee and set policy for the Society’s task forces (TFs), technical committees and technical councils (together, TCs), conferences, symposia, workshops and tutorials which shall be in accordance with the IEEE conference policies and procedures. The T&C Board shall be chaired by the vice president for technical and conference activities and consist of the following members: officers, committee chairs, and additional members as defined in the IEEE Computer Society Policies & Procedures Manual.
Section 2: Committees
Committees to advise and to implement the policies of the Technical and Conference Activities Board shall be defined in the IEEE Computer Society Policies & Procedures Manual. The vice president of technical and conference activities shall appoint the chairs of these committees.

Section 3: Appointments
The vice president for technical and conference activities shall appoint liaisons to other Computer Society program boards and committees as defined in the IEEE Computer Society Policies & Procedures Manual.

B. Article XII: Electronic Products & Services
Motion 25B: Kasturi moved for the Constitution & Bylaws Committee, “MOVED, that the Executive committee of the IEEE Computer Society approves the proposed Bylaws amendment to Article XII, Electronic Products & Services.” Motion carried by voice vote.

ARTICLE XII – ELECTRONIC PRODUCTS & SERVICES BOARD

Section 1: Electronic Products & Services Board
The Electronic Products & Services Board shall formulate the policies related to the creation, and packaging of all IEEE Computer Society electronic products and services. This Board shall advise and monitor its subcommittees on the execution of these policies. The Board has the responsibility for recommending new electronic products and services, coordinating and encouraging efforts to provide electronic products and services, monitoring the quality of present electronic products, reviewing the scope of new and existing electronic products, recommending changes in the scope of electronic products and making budgetary recommendations. It is also the responsibility of the Board to acquire and develop electronic tools and technologies to facilitate the development of new products or improve the production of current products. The policies related to the intellectual property of electronic products shall be formulated by the originating board. The policies related to periodicals and press products shall be the responsibility of the Publications Board.

The Electronic Products & Services Board shall be chaired by the Vice President for Electronic Products & Services and shall consist of the following voting members: the chairpersons of the operations committees, a representative from each IEEE Computer Society program board, and additional members as defined in the Computer Society Policies & Procedures Manual.

Section 2: Operations Committees
Operations committees to recommend and to implement the policies of the Electronic Products & Services Board shall be defined in the IEEE Computer Society Policies & Procedures Manual.

The chairs and members of the committees shall be appointed as defined in the IEEE Computer Society Policies & Procedures Manual.

Section 3: Editor-in-Chief Appointment and Terms
3.1 There shall be an Editor-in-Chief appointed for the Computer Society web who will chair the Web Operations Committee, as provided in the Computer Society Policies & Procedures Manual. The Board of Governors may designate other chairs of committees of the Electronic Products & Services Board as being editors-in-chief.

3.2 The Electronic Products & Services Board shall recommend to the President candidates for each Editor-in-Chief position, as specified in the Computer Society Policies & Procedures Manual, at various times as required.
3.3 The President, with the advice and consent of the Board of Governors, shall appoint each Editor in Chief for a term not to exceed two years. In the case of a new electronic product or service, the initial appointment may be for a maximum of three years.

3.4 Editors in Chief may serve a maximum of two consecutive terms in a given position.

A. Section 7, EAB
Motion 26A: Kasturi moved for the Constitution & Bylaws Committee, “MOVED, that the Executive Committee of the IEEE Computer Society approves the proposed modifications to PPM Section 7, Educational Activities.” Motion carried by voice vote.

SECTION 7 EDUCATIONAL ACTIVITIES

7.1 MEMBERSHIP
The Educational Activities Board (EAB) shall be chaired by the vice president for educational activities and shall consist of the following members: the vice chair, the chairs of standing and ad hoc committees, the senior (in terms of service) IEEE Computer Society CSAB representative director, the liaisons from other major boards and committees, and additional members appointed by the vice president for educational activities. The vice chair, chairpersons of the standing committees and the IEEE Computer Society CSAB representative directors shall be appointed by the president with the recommendation of the vice president for educational activities. The president may delegate authority for such appointments to the vice president.

7.2 DUTIES AND RESPONSIBILITIES
The duties of the Educational Activities Board shall be as provided in the bylaws.

7.3 STANDING COMMITTEES

7.3.1 Executive Committee
The Executive Committee shall consist of the chair, the vice chair, the past chair, the chairs of standing and ad hoc committees, and up to three ad hoc members named by the chair.

7.3.2 Curriculum Development Committee
The Curriculum Development Committee shall develop curriculum recommendations for programs in computer science and engineering and in related areas.

7.3.3 Certified Software Development Professional (CSDP) Training Committee
The CSDP Training Committee shall develop and implement a program for CSDP examination preparation including training courses and self-study materials, and recommend and implement policies for the CSDP education provider program.

7.3.4 Continuing Education Committee
The Continuing Education Committee shall develop and implement various continuing education programs in the computer field, including development and offering of continuing education courses, professional development seminars, and tutorials.

7.3.5 Accreditation Committee
The Accreditation Committee shall consist of a chair and three at least two additional members. The chair will be the senior (in terms of service) CSAB representative director from the IEEE Computer Society. At least one additional CSAB representative or alternate director will serve on the committee. The committee shall serve as the liaison between the Society and CSAB. Other committee members will be individuals with interest and experience in accreditation of academic programs in computing, and IEEE Computer Society liaisons to IEEE and other organizations who have activities in accreditation of academic programs in computing.
7.3.6 Competitions Committee
The Competitions Committee shall organize and administer the academic competitions of the
IEEE Computer Society.

7.3.7 Diversity Committee
The Diversity Committee shall be responsible for the Computer Society’s efforts to address diversity
issues in computing education.

7.3.8 Conferences Committee
The Conferences Committee shall consist of the three include the IEEE Computer Society
Frontiers in Education (FIE) steering committee representatives, appointed by the Computer
Society and other members as required. It shall be responsible for representing the IEEE Computer
Society’s interests in the operations of the FIE and other educational conferences in which the
IEEE Computer Society is involved.

7.3.9 External Activities Committee
The External Activities Committee shall be responsible for the Computer Society’s efforts with
outside organizations not specified elsewhere in this section, in the area of computing education.

7.4 APPOINTMENT OF CSAB REPRESENTATIVE DIRECTORS
The vice president for educational activities shall make recommendations to the president for
appointments of representative directors and alternate representative directors. Appointments of
representative directors shall be for a three-year term, renewable once without a break.
Appointments of alternate representative directors shall be for a one year term.

B. Section 25, EPSB
Motion 26B: Kasturi moved for the Constitution & Bylaws Committee, “MOVED, that the Executive Committee
of the IEEE Computer Society approves the proposed modifications to PPM Section 25, EPSB.” Motion
carried by voice vote.

25.1 General
25.2 Electronic Products & Services Board
25.3 Operations Committees
25.4 Web Editor-in-Chief
25.5 Objectives and Operating Principles

25.1 GENERAL

25.1.0 Definition
In the following section, the term ‘electronic products’ shall include all products and services
delivered by the society through any electronic mechanism, including the web and other Internet
applications.

25.1.1 Branding
All society electronic products and services are to bear the names and logos of both the IEEE
Computer Society and the IEEE prominently on their home page. When appropriate, other
features should be added to improve the branding of our products and services.

25.1.2 Standards, Best Practices and Design
The Electronic Products & Services Board will have responsibility to ensure that electronic
products and services produced by the society adhere to appropriate standards and best practices
whenever possible. It will also monitor the design of electronic products and services for
consistency across society entities.
25.1.3 Discriminatory Material in Electronic Products
Any discriminatory or derogatory statement suggesting age, sex, race, or other types of
discrimination is unacceptable.

25.2 ELECTRONIC PRODUCTS & SERVICES BOARD

25.2.1 Duties and Responsibilities
The duties of the Electronic Products & Services Board shall be as provided in the bylaws.

25.2.2 Membership
The Electronic Products & Services Board shall be chaired by the Vice President for Electronic
Products & Services and shall consist of the following voting members: the chairpersons of the
Web Operations Committee (Web Editor in Chief), Digital Library Committee, eLearning
Committee, Community Development Committee, a representative from each of the other
IEEE Computer Society program boards, and an additional three to five members appointed by
the Vice President for Electronic Products & Services Board. In addition, IEEE Computer
Society representatives to relevant IEEE committees, as determined by the President of the
Society, shall serve as ex officio members of the this Board.

25.2.3 Budgeting Responsibilities
The Electronic Products & Services Board shall review annual budgets and operating plans as
proposed by its operating committee chairs. Additionally, it is responsible for preparing and
recommending its annual budget to the Finance Committee and the Board of Governors.

25.2.4 Electronic Products & Services Handbook
The Electronic Products & Services Board shall create and be responsible for maintaining an
Electronic Products & Services Handbook which sets forth detailed procedures for the operation
of the Society’s electronic products and services and continuity in of the operation of the Society’s
electronic products and services. The Electronic Products & Services Board may modify its
procedures without Board of Governors approval provided that its procedures are consistent with
the policies and procedures of the Computer Society. All changes to the Handbook procedures
shall be published in the Agenda Book prepared for the next Board of Governors’ meeting
following the change. The Vice President of the Electronic Products & Services Board is responsible for seeing ensuring that a copy of the current handbook is distributed to each member of the Electronic Products & Services Board, operations committees, and the Board of Governors at the beginning of each calendar year.

25.3 OPERATIONS COMMITTEES

25.3.1 Duties
The Operations Committees of the Electronic Products & Services Board shall be the Web
Operations Committee, the Digital Library Committee, the eLearning Committee, the
Community Development Committee and other ad hoc committees established by the Vice
President of the Electronic Products & Services Board. Each of these operations committees shall deal with the electronic products and services distribution processes and shall recommend and initiate changes in practice where necessary to assure that quality, budget, and time constraints can be met. Operations Committees shall inform the Electronic Products & Services Board about ongoing products and plans, and undertake other assignments as specified by the Board.

25.3.2 Membership
With the exception of the Web Editor-in-Chief, the chairs of the Operations Committees shall be appointed by the Vice President of the Electronic Products & Services Board. Members of the Operations Committees shall be appointed by the respective committee chairs in consultation with the Vice President. Appropriate staff members are ex officio non voting members of the Operations Committees.
25.3.3 Web Operations Committee
The Web Operations Committee shall recommend technologies and practices and implement policies for concerning the design and operation of the Society’s Web pages and monitor the Society’s Web pages for adherence to Web quality assurance standards as defined in the Electronic Products & Services Handbook. This committee is chaired by the Web Editor-in-Chief.

25.3.4 Digital Library Committee
The Digital Library Committee shall oversee operations related to the packaging and delivery of electronic publications in the Computer Society Digital Libraries produced by the Computer Society and by the society’s electronic publishing partners. The digital library committee shall develop and enforce licensing terms to govern digital library access.

25.3.5 eLearning Committee
The eLearning Committee shall specify, evaluate, and select course vendors and services of online products and services for the Computer Society’s distance learning program, monitor operations, and recommend pricing. The Committee shall recommend alternative online eLearning delivery technologies, processes, and methodologies and participate in reviews of the effectiveness of delivered online eLearning products and services to meet the needs of Society members.

25.3.6 Community Development Committee
The Community Development Committee, working with the Web Committee, shall oversee development, maintenance, and periodic review of products and services enabling the creation and operation of related to the Society’s website, online portals, and communities, and other related entities.

25.4 WEB EDITOR-IN-CHIEF

25.4.1 Duties and Responsibilities of Web EIC
The Web Editor-in-Chief (Web EIC) shall be responsible for providing leadership in the development of policy issues involving the website, organization, and coordination of the information available through our site, and active encouragement of the development of new web resources. This person would also have authority to approve the inclusion on our web site of new material and links, and to recommend expenditure of funds for prototypes and new projects. Decisions made by the Web EIC must be acceptable to the Electronic Products & Services Board.

25.4.2 Duties and Responsibilities of other Electronic EICs
EICs of other electronic products or services shall be responsible to maintain a plan or vision statement for the product or service. This plan shall include:

(1) an overview 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.
25.4.3 Editor-in-Chief Appointments and Search Process

The vice president for electronic products and services shall establish an ad hoc EIC Search Committee for the open position, with the approval of the president. The search committee should develop a list of applicants through open solicitation. The applicants are most likely to be drawn from people who have some web or electronic products experience, 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 should keep the vice president and president 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 Electronic Products & Services 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.

Editors-in-Chief 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 product or service, the unexpected replacement of an EIC, termination of a product or service, 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 Electronic Products and Services, the first two-year term of office of the Editor-in-Chief shall begin with the appearance of that product or service.

25.44 OBJECTIVES AND OPERATING PRINCIPLES
The Computer Society’s formal vision statement, set forth in its 2001 strategic plan, The World’s Computer Society, is to be the leading provider of technical information to the world’s computer professionals.

25.44.1 Objectives
The objectives of the CS eProducts and sServices Board programs in service of support the Society’s vision are as follows:

25.44.1.1 Electronic delivery methods should be used to better meet the needs of our Society members by improving their ability to identify relevant technical information, and to obtain access to that information with greater speed and convenience, and to facilitate technical information exchange among members and other computer professionals.

25.44.1.2 The society will clearly identify refereed and archival materials and is committed to maintaining eternal, accessible storage of archival products in electronic forms.

25.44.1.3 All electronic products and services will uphold at least the same standards of excellence as our the Society’s comparable traditional products and services.

25.44.2 Operating Principles
To achieve these objectives, the Society will operate its electronic products and services programs within the following policies and guidelines.

25.44.2.1 All proposed electronic products and services should document their target audience, the value/benefit provided to that audience, and an outline of the model used to create and maintain the content.
25.§4.2.2
With the exception of those products designed specifically for membership benefits only and not for revenue generation, electronic products and services should generate revenues sufficient to recover both their marginal cost of production and a prorated share of the costs of preparing the information for publication use in any medium.

25.§4.2.3
When subscription is needed to access a revenue-generating product, subscription access to electronic products or services should be routinely accomplished through the IEEE member and subscription sign-up and renewal processes, not a separate process with separate billings and fulfillment costs. Adding the ability to sign up new members and subscriptions via the web, and to allow members to update their own address records on-line, should be a high priority.

25.§4.2.4
Initial pricing models for each instance of electronic product and service will be specified in the Electronic Products & Services Handbook

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DISCUSSION ITEMS
31. BLANK
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37. BLANK
38. BLANK
39. BLANK

REPORTS
40. AD HOC COMMITTEES
40A. Executive Director Search Committee - King
41. EXECUTIVE COMMITTEE MEMBERS
41A. President-Elect - Kasturi
No report.
41B. Vice President, Chapters Activities - Doria
The CAB report is in the Agenda Book.

41C. First Vice President, Conferences & Tutorials - Land
The C&T report is in the Agenda Book.

41D. Vice President, Educational Activities - Seidman
The EAB report is in the Agenda Book.

41E. Second Vice President, Electronic Products & Services - Reisman
The EPSB report is in the Agenda Book.

41F. Vice President, Publications - Rokne
The Publications report is in the Agenda Book.

41G. Vice President, Standards Activities – Walz
The SAB report is in the Agenda Book.

41H. Vice President, Technical Activities – White
The TAB report is in the Agenda Book.

41I. Secretary – Schober
No report.

41J. Past President - Cooper
No report.

41J. IEEE Division V/VIII Directors – Garcia/T. Williams
Garcia and Williams gave brief oral reports.

41K. Computer Editor-in-Chief – Chang
No report.

42. STANDING COMMITTEES

42A. Audit – O’Connell
No report.

42B. Awards - Gates
The Awards Committee report is in the Agenda Book.

42C. Computer Society International Design Competition – Clements
No report.

42D. Constitution & Bylaws – Kasturi
No report.

42E. Elections – Grant
No report.

42F. Fellows – Kurdahi
No report.

42G. Finance – Israel
Israel
42H. **History – King**  
No report.

42I. **Intersociety Cooperation – Cooper**  
No report.

*International Federation for Information Processing (IFIP) – Engel*  
The IFIP report is in the *Agenda Book.*

*Latin America Initiatives - Barbacci*  
The Latin America Initiatives report is in the *Agenda Book.*

42J. **Membership – Cooper**  
No report.

*Ombudsman - Clements*  
The Ombudsman report is in the *Agenda Book.*

42K. **Nominations – Cooper**  
No report.

42L. **Personnel and Compensation – Cooper**  
No report.

42M. **Planning – Kasturi**  
No report.

42N. **Professional Practices Committee – Moore**  
The PPC report is in the *Agenda Book.*

43. **OTHER**

44. **BLANK**

45. **SPECIAL ORDERS**  
None.

46. **UNFINISHED BUSINESS OR GENERAL ORDERS**  
None.

47. **NEW BUSINESS**  
None.

48. **GOOD OF THE ORDER**  
None.

49. **ANNOUNCEMENTS**  
None.

50. **NEXT MEETING**  
The next meeting will be held on Thursday, 8 November in Cancun, Mexico.

51. **ADJOURNMENT**  
The meeting adjourned at 5:00pm Pacific Time.
ATTACHMENTS

42A  Audit Committee White Paper