1. Call to Order - Diamond

A meeting of the IEEE Computer Society Executive Committee was held at 8:30 a.m. on 22 November 2003 at the Embassy Suites – USF/Busch Gardens, Tampa, Florida USA. Stephen L. Diamond, president, chaired, with Carl K. Chang, President-elect, serving as secretary.

2. Roll Call/Proxies – Chang for Garcia

A roll call was held as follows:

A. Franchised Members:

Carl K. Chang, VP, President-Elect, present
Stephen L. Diamond, President, present
Oscar N. Garcia, Secretary, absent
Wolfgang K. Giloi, Treasurer, present
Rangachar Kasturi, VP, Publications, present
Willis K. King, Past President, present
James W. Moore, VP, Standards Activities, present
Deborah K. Scherrer, First VP, Educational Activities, present
Christina M. Schober, VP, Conferences & Tutorials, present
Murali R. Varanasi, VP, Chapters Activities, present
Yervant Zorian, VP, Technical Activities, present

B. Ex officio Members (without vote):

Doris L. Carver, EIC, Computer, absent
David W. Hennage, Executive Director, present
Gene F. Hoffnagle, IEEE Division V Director-Elect, present
James D. Isaak, IEEE Division VIII Director, absent
Guylaine M. Pollock, IEEE Division V Director, present

3. Introduction of Guests - Diamond

The following guests and staff were present:

Fiorenza Albert-Howard    Evelyn Mendoza
Angela R. Burgess          Lynne Harris
Robert C. Care             John C. Keaton
Violet S. Doan             Anne Marie Kelly
Gerald L. Engel            Richard A. Price
Debra P. Evans             John Reimer
Mark Macoit                Thomas W. Williams
4. **Approval of Agenda - Diamond**

Motion 4: Engel moved, Kasturi seconded, “MOVED, that the agenda be approved with the following revisions:” Motion carried.

- Add item 25A  PPM revision, section 25.3.4 - EPSB
- Add item 31  Security & Privacy/EMBS MOU
- Add item 32  SP5
- Add item 33  CDC MOU Discussion

5. **BLANK**

6. **A. Approval of Minutes of the 9 May 2003 Meeting - Garcia**

Motion 6A: Garcia moved, Kasturi seconded, “MOVED, that the minutes of the 9 May 2003 meeting be approved with the following typo:” Motion carried by voice.

- Item 2A. Remove “VP” after Carl Chang’s name.

A. **Approval of Minutes of the 5 August 2003 Meeting - Garcia**

Motion 6B: Garcia moved, Kasturi seconded, “MOVED, that the minutes of the 5 August 2003 teleconference Executive Committee meeting be approved with the following correction:” Motion carried by voice.

- Item 2A. Giloi was present, not absent.

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

President Diamond gave an oral report in addition to his written report on pages 7-1 through 7-4.

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

Giloi gave the report of the Treasurer. (see pages 8-1 through 8-34 of the Agenda Book).

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

Hennage reported on recent activity in the society (see pages 9-1 through 9-7 of the Agenda Book) and also noted the executive staff reports in section 44.

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

The secretary reviewed the status of action items as of 27 October 2003 (see page 10-1). Item 1 remains open.
ACTION ITEMS

11. BLANK

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Motion 21: Diamond moved, Giloi seconded, “MOVED, that the Executive Committee of the IEEE Computer Society approves the final 2004 and 2005 Board of Governors Meetings and Election Schedules (reprinted overleaf).” Motion carried by voice vote.

Motion 21.1: Moore moved, Cooper seconded, “MOVED, that the Executive Committee of the IEEE Computer Society revises the final 2004 Board of Governors Meetings and Election Schedule (reprinted overleaf) to revert back to the original May 2004 dates at a location to be determined by staff.” Motion failed with one abstention.
2004 Board of Governors Meetings and Election Schedule

<table>
<thead>
<tr>
<th>EVENT</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Nominations Committee makes recommendations to Board of Governors for 2005 IEEE Division V Delegate-Director-Elect</td>
<td>23 January</td>
</tr>
<tr>
<td>2. Schedule and call for board/officer recommendations to Nominations Committee</td>
<td>February issue</td>
</tr>
<tr>
<td>3. First BOARD OF GOVERNORS MEETING, Hyatt Regency Savannah Georgia USA</td>
<td>28 February</td>
</tr>
<tr>
<td>4. Nominations Committee slate of officer and board candidates due to Board of Governors</td>
<td>15 May</td>
</tr>
<tr>
<td>5. Recommendations from membership for board/officer nominees mailed to Nominations Committee</td>
<td>22 May</td>
</tr>
<tr>
<td>6. Last day for board/officer petition candidates to be submitted to Board secretary</td>
<td>2 June</td>
</tr>
<tr>
<td>7. Periodical page budgets and prices and board/officer candidates approved at second BOARD OF GOVERNORS MEETING, (Westin, Long Beach, California USA)</td>
<td>12 June</td>
</tr>
<tr>
<td>8. Last day for 2005 IEEE Division V Delegate-Director-Elect petition candidates to be submitted to IEEE</td>
<td>14 June</td>
</tr>
<tr>
<td>9. Board-selected candidate statements, biographies and pictures due in the Publications Office</td>
<td>30 June</td>
</tr>
<tr>
<td>10. Board-approved slate and call for petition candidates published in Computer</td>
<td>July Issue</td>
</tr>
<tr>
<td>11. Last day for members to submit board/officer petition candidates (with statements/biographies and pictures)</td>
<td>30 July</td>
</tr>
<tr>
<td>12. Schedule and call for 2006 IEEE Division VIII Delegate-Director-Elect Division recommendations to Nominations Committee published in Computer</td>
<td>August Issue</td>
</tr>
<tr>
<td>13. Ballots mailed</td>
<td>13 August</td>
</tr>
<tr>
<td>14. Candidate statements/biographies published in Computer</td>
<td>September Issue</td>
</tr>
<tr>
<td>15. Ballots returned and tabulated</td>
<td>4 October</td>
</tr>
<tr>
<td>16. Nominations Committee makes recommendations to Board of Governors for 2006 IEEE Division VIII Delegate-Director-Elect</td>
<td>8 October</td>
</tr>
<tr>
<td>17. 2006 IEEE Division VIII Delegate-Director-Elect slate approved at third BOARD OF GOVERNORS MEETING, (Chateau Sonesta Hotel, New Orleans, Louisiana USA)</td>
<td>5 November</td>
</tr>
<tr>
<td>18. Election results published in Computer</td>
<td>December Issue</td>
</tr>
<tr>
<td>EVENT</td>
<td>DATE</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>---------------------------</td>
</tr>
<tr>
<td>1. Schedule and call for board/officer recommendations to Nominations Committee</td>
<td>February issue</td>
</tr>
<tr>
<td>2. First BOARD OF GOVERNORS MEETING (hotel/dates TBD)</td>
<td>February</td>
</tr>
<tr>
<td>3. Nominations Committee slate of officer and board candidates due to Board of Governors</td>
<td>14 May</td>
</tr>
<tr>
<td>4. Recommendations from membership for board/officer nominees mailed to Nominations Committee</td>
<td>21 May</td>
</tr>
<tr>
<td>5. Last day for board/officer petition candidates to be submitted to Board secretary</td>
<td>1 June</td>
</tr>
<tr>
<td>6. Periodical page budgets and prices and board/officer candidates approved at second BOARD OF GOVERNORS MEETING (Westin Long Beach, California USA)</td>
<td>11 June</td>
</tr>
<tr>
<td>7. Last day for 2007 IEEE Division VIII Delegate-Director-Elect petition candidates to be submitted to IEEE</td>
<td>10 June</td>
</tr>
<tr>
<td>8. Board-selected candidate statements, biographies and pictures due in the Publications Office</td>
<td>30 June</td>
</tr>
<tr>
<td>9. Board-approved slate and call for petition candidates published in Computer</td>
<td>July Issue</td>
</tr>
<tr>
<td>10. Last day for members to submit board/officer petition candidates (with statements/biographies and pictures)</td>
<td>31 July</td>
</tr>
<tr>
<td>11. Schedule and call for 2008 IEEE Division V Delegate-Director-Elect Division recommendations to Nominations Committee published in Computer</td>
<td>August Issue</td>
</tr>
<tr>
<td>12. Ballots mailed</td>
<td>13 August</td>
</tr>
<tr>
<td>13. Candidate statements/biographies published in Computer</td>
<td>September Issue</td>
</tr>
<tr>
<td>14. Ballots returned and tabulated</td>
<td>4 October</td>
</tr>
<tr>
<td>15. Nominations Committee makes recommendations to Board of Governors for 2007 IEEE Division V Delegate-Director-Elect</td>
<td>Four weeks prior to third BoG mtg.</td>
</tr>
<tr>
<td>16. 2007 IEEE Division V Delegate-Director-Elect slate approved at third BOARD OF GOVERNORS MEETING (hotel/dates TBD)</td>
<td>November</td>
</tr>
<tr>
<td>17. Election results published in Computer</td>
<td>December Issue</td>
</tr>
</tbody>
</table>
22. BLANK

23. **2002 Budget Amendments - Giloi**
   None brought forward.

24. BLANK

25. **Amendments to the Society Bylaws - Chang**
   None brought forward.


   **A. Section 25 – Electronic Products & Services**

   Motion 26A: Chang moved for the Constitution & Bylaws Committee, “MOVED, that the Executive Committee of the IEEE Computer Society approves the following revisions to *Policies & Procedures Manual* Section 25, Electronic Products & Services:” Motion carried.

   **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 license terms to govern digital library access.

27. BLANK

28. BLANK

29. BLANK

30. BLANK


   Motion 31: Kasturi moved for the Publications Board, “MOVED, that the Executive Committee of the IEEE Computer Society approve, as recommended by the Publications Board, the MOU between the IEEE-CS and the IEEE Engineering in Medicine & Biology Society to jointly own *IEEE Security & Privacy* (see Attachment 31).” Motion carried.

32. **Endorsement of the Concepts of the 2004 Strategic Plan (SP5) - Chang**

   Motion 32: Chang moved for the Planning Committee, “MOVED, that the Executive Committee of the IEEE Computer Society endorses in principle the core concepts of the draft 2004 Strategic Plan.” Motion carried.

33. **Coalition to Diversify Computing - King**

   Motion 33: King moved for the Intersociety Cooperation Committee, “MOVED, that the Executive Committee of the IEEE Computer Society endorse the Joint Agreement between the IEEE-CS and the Coalition to Diversify Computing (see Attachment 33).” Motion carried.

**DISCUSSION ITEMS**

34. BLANK
35. BLANK
36. BLANK
37. BLANK
39. BLANK

REPORTS

40. AD HOC COMMITTEES

No reports.

41. EXECUTIVE COMMITTEE MEMBERS

41A. President-Elect - Chang

No report.

41B. Vice President, Chapters Activities - Varanasi

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

41C. Vice President, Conferences & Tutorials - Schober

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

41D. First Vice President, Educational Activities - Scherrer

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

41E. Vice President, Electronic Products & Services - King

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

Digital Library Committee – Hoelzeman
(See page 41E-1of the Agenda Book.)

Distance Learning Committee - Aylor
(See page 41E-1 of the Agenda Book.)

Web Redesign Committee – Swigger
No report

41F. Vice President, Publications - Kasturi

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

41G. Vice President, Standards Activities – Moore

(See page 41G-1 and 41G-2 of the Agenda Book.)
41H. Vice President, Technical Activities - Zorian

No report.

41I. Secretary - Garcia

Election Results Analysis - Doan
(See pages 411-1 thru 411-7 of the Agenda Book.)

41J. Past President - King

No report.

41J. IEEE Division V/VIII Directors - Pollock/Isaak

(See attachment 41J.)

41K. Computer Editor-in-Chief - Carver

No report.

42. STANDING COMMITTEES

42A. Audit – Albert-Howard

No report.

42B. Awards - Garcia

(See attachment 42B.)

42C. Computer Society International Design Competition – Clements

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

42D. Constitution & Bylaws – Chang

No report.

42E. Elections – Williams, M.

No report.

42F. Fellows – Aylor

No report.

42G. Finance – Giloi

No report.

42H. History – Liu

No report.
42I. Intersociety Cooperation – King

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

IEEE Intelligent Transportation Systems Council Representative Report – Broggi

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

IEEE Sensors Council Representative Report – Schober

(See pages 42I-5 and 42I-6 of the Agenda Book.)

IFIP Representative Report – Engel

(See page 42I-7 of the Agenda Book.)

IEEE Nanotechnology Council Representative Report – Kapur

(See attachment 42I-9.)

Coalition to Diversity Computing – Engel

(See attachment 42I-11.)

42J. Membership – King

Ombudsman/Member Services Report – Johnson, L.

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

42K. Nominations – King

No report.

42L. Personnel and Compensation – Chang

No report.

42M. Planning – Chang

42N. Professional Practices Committee – Tripp

(See pages 42N-1 thru 42N-4 of the Agenda Book.)

43. OTHER

None

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 at 1:00 p.m. on Tuesday, 24 February in Savannah, Georgia USA.

51. ADJOURNMENT

The meeting adjourned at 6:00 p.m.

List of Attachments

Attachment 31   MOU between the IEEE-CS and the IEEE Engineering in Medicine & Biology Society
Attachment 33   Joint Agreement between the IEEE-CS and the Coalition to Diversify Computing