1. Call to Order - Diamond

A meeting of the IEEE Computer Society Board of Governors was held at 8:30 a.m. on 28 February at the Hyatt Savannah Riverfront, Savannah, Georgia USA. Carl K. Chang, president, chaired, with Oscar N. Garcia serving as secretary.

2. Roll Call/Proxies - Garcia
A roll call was held as follows:

A. Franchised Members
Jean M. Bacon, absent, proxy to Swigger
Ricardo Baeza-Yates, absent, proxy to Diamond
Carl K. Chang, President, present
Mark J. Christensen, present
Alan Clements, present
Annie Combelles, present
Deborah M. Cooper, present
George V. Cybenko, present
Stephen L. Diamond, Past President, present
Gerald L. Engel, President-elect, absent
Oscar N. Garcia, Secretary, present
Ann Q. Gates, present
Mark A. Grant, present
Haruhisa Ichikawa, present
Michel Israel, present
Lowell G. Johnson, First VP Electronic Products & Services, absent
Rangachar Kasturi, Treasurer, present
Richard A. Kemmerer, Second VP Chapters Activities Board, present
Susan A. Mengel, absent
James W. Moore, present
Christina M. Schober, VP Conferences & Tutorials, present
Bill N. Schilit, present
Stephen B. Seidman, present
Kathleen M. Swigger, present
Makoto Takizawa, absent
Michael R. Williams, present
Thomas W. Williams, present

B. Ex officio Members (without vote):
Doris L. Carver, Computer EIC, present
David W. Hennage, Executive Director, present
James D. Isaak, IEEE Division VIII Director, present
Gene F. Hoffnagle, IEEE Division V Director, present
Murali R. Varanasi, VP, Educational Activities Board, present
Yervant Zorian, VP, Technical Activities Board, present
3. **Introduction of Guests - Chang**

The following guests and staff were present:

- Angela R. Burgess
- Robert G. Care
- Robert Desoff
- Violet S. Doan
- Wolfgang Giloi
- Desmona Harris
- Lynne Harris
- Reiner Hartenstein
- John C. Keaton
- Anne Marie Kelly
- Richard A. Price
- John Reimer
- John Walz

4. **Approval of Agenda - Chang**

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

- Item 13 Removed from the agenda
- Add item 15 EPSB/Knowledge Net Funding Approval
- Item 16 Approval of ITC2004 Budget will be a reporting item only
- Item 17 Approval of SC2004 Budget will be a reporting item only
- Add item 18 SP5 Approval
- Add item 23B SC2004 Budget Modification
- Add item 22 EIC Appointments
- Add item 26A PPM Modification, Section 13: Awards
- Item 35 Removed as a discussion item

5. **BLANK**

6. **Approval of Minutes of the 22 November 2003 Meeting - Garcia**

Motion 6: Garcia moved, “MOVED, that the minutes of the 22 November 2003 Board of Governors meeting be approved with the following corrections:” Motion carried by voice vote.

- Item 2A: Cybenko was present, not absent
- Item 2A: Correct King’s title to read “Past President” instead of President
- Item 2A: Correct Scherrer’s title as First VP of “Educational” activities
- Item 20.1: Garcia moved instead of Diamond
- Item 21: Garcia moved instead of Diamond
- Item 50: Insert the year 2004 after the day and month

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

President Chang gave an oral report in addition to his written report on pages 7-1 and 7-2.

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

Kasturi gave the report of the Treasurer. (see pages 8-1 through 8-37 of the *Agenda Book*).

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

Hennage reported on recent activity in the society (see pages 9-1 through 9-8 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 31 January 2003 (see pages 10-1). There are no open action items.

ACTION ITEMS

11. BLANK


MOVED, that the Board of Governors of the IEEE Computer Society adopts the preliminary operating budget planning targets for society programs in 2005, 2006, and 2007, expressed in thousands of US$, as follows:” Motion carried by voice vote.

<table>
<thead>
<tr>
<th>Program Area</th>
<th>2005</th>
<th>2006</th>
<th>2007</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transactions</td>
<td>3,775.3</td>
<td>3,883.4</td>
<td>2,779.6</td>
</tr>
<tr>
<td>Magazines</td>
<td>1,205.6</td>
<td>1,253.4</td>
<td>1,705.1</td>
</tr>
<tr>
<td>Computer</td>
<td>(926.0)</td>
<td>(1,037.8)</td>
<td>(1,174.3)</td>
</tr>
<tr>
<td>Advertising</td>
<td>517.4</td>
<td>621.9</td>
<td>739.1</td>
</tr>
<tr>
<td>CS Press</td>
<td>1,055.8</td>
<td>1,034.1</td>
<td>1,145.4</td>
</tr>
<tr>
<td>Conferences</td>
<td>693.5</td>
<td>571.6</td>
<td>688.9</td>
</tr>
<tr>
<td>Technical Activities</td>
<td>(498.7)</td>
<td>(505.5)</td>
<td>(550.6)</td>
</tr>
<tr>
<td>Standards</td>
<td>(75.3)</td>
<td>(63.1)</td>
<td>(65.0)</td>
</tr>
<tr>
<td>Continuing Education</td>
<td>(102.5)</td>
<td>3.1</td>
<td>(1.4)</td>
</tr>
<tr>
<td>CS Int'l Design Comp</td>
<td>1.2</td>
<td>1.7</td>
<td>0.4</td>
</tr>
<tr>
<td>Chapters</td>
<td>(296.5)</td>
<td>(301.5)</td>
<td>(309.6)</td>
</tr>
<tr>
<td>Membership</td>
<td>(1,194.0)</td>
<td>(1,248.3)</td>
<td>(1,270.8)</td>
</tr>
<tr>
<td>Education</td>
<td>(241.9)</td>
<td>(244.8)</td>
<td>(247.8)</td>
</tr>
<tr>
<td>Awards</td>
<td>(206.9)</td>
<td>(213.5)</td>
<td>(220.3)</td>
</tr>
<tr>
<td>*General</td>
<td>(6,335.4)</td>
<td>(6,431.4)</td>
<td>(6,698.4)</td>
</tr>
<tr>
<td>Net</td>
<td>(2,628.4)</td>
<td>(2,399.4)</td>
<td>(2,909.8)</td>
</tr>
</tbody>
</table>

*Includes IEEE Infrastructure Charge

13. IT Accreditation and CSAB Funding - Varanasi

This item was removed from the agenda.


Motion 14: Moore moved for the Professional Practices Committee, “MOVED, that the Board of Governors of the IEEE Computer Society approves the 2004 Edition of the Guide to the Software Engineering Body of Knowledge (subject to final copy-editing) and authorizes the chair of the Professional Practices Committee to proceed with printing.” Motion carried by voice vote.

15. **Approval of 2005 Budget Amendment for EPSB Funding - Kasturi**

Motion 15: Kasturi moved for the Finance Committee, “MOVED, that the Board of Governors of the IEEE Computer Society approves the Finance Committee’s recommendation to approve the expenditure of $239,000 in the 2005 budget for the extension of the contract with Knowledge Net, who supplies our Distance Learning courses.” Motion carried by voice vote.

16. **Approval of ITC2004 Budget - Schober**

Reporting item only (see attachment 16).

17. **Approval of SC2004 Budget - Schober**

Motion 17: Schober moved for the Conferences & Tutorials Board, “MOVED, that the Board of Governors of the IEEE Computer Society approves the SC’04 budget as proposed and delegates authority to the Vice President for Conferences & Tutorials to monitor the SC ’04 budget and approve budget revisions.” Motion approved by voice vote.

18. **Approval of SP5 - Carver**

Motion 18: Carver moved for the Planning Committee, “MOVED, that the Board of Governors of the IEEE Computer Society approves the draft 2004 Strategic Plan (SP-5) Draft 6 as proposed, with the understanding that the published document will be subjected to professional editing.” Motion carried by voice vote.

Action: Chair, Planning Committee. Due: 31 May 2004. BOG 2/04. 18. Proceed with printing the draft 2004 Strategic Plan (SP-5).

19. **BLANK**

**EXECUTIVE SESSION BEGINS**

20. **Selection of 2005 IEEE Division V Delegate-Elect Candidates - Diamond**

Motion 20: Diamond moved for the Nominations Committee, “MOVED, that the Board of Governors of the IEEE Computer Society approves the Nomination Committee’s recommended candidate slate for IEEE Division V Director-Elect.” Motion carried.

Action: Executive Director. Due: ASAP. BOG 11/03. 20. Notify IEEE of the board’s approval of the candidate slate for IEEE Division V Director-Elect.

21. **Approval of Award Recipients - Giloi**

A. **2004 Harlan D. Mills Award**

Motion 21A: Giloi moved for the Awards Committee, “MOVED, that the Board of Governors of the IEEE Computer Society approves the recommendation of the Awards Committee for the recipient of the 2004 Harlan D. Mills Award.” Motion carried.

Action: President. Due: ASAP. BOG 02/04. 21A-1. Notify the recipient of the 2004 Harlan D. Mills Award.
Action: Awards Chair. Due: After President notifies recipient. BOG 02/04. 21A-2. Notify the nominator and subcommittee of the 2004 Harlan D. Mills Award recipient.

B. 2003 Computer Pioneer Award

Motion 21B: Giloi moved for the Awards Committee, “MOVED, that the Board of Governors of the IEEE Computer Society approves the recommendation of the Awards Committee for the recipient of the 2003 Computer Pioneer Award.” Motion carried.

Action: President. Due: ASAP. BOG 04/02. 21B-1. Notify the recipient of the 2003 Computer Pioneer Award.

Action: Awards Chair. Due: After President notifies recipient. BOG 04/02. 21B-2. Notify the nominator and subcommittee of the 2003 Computer Pioneer Award recipient.

C. 2004 Computer Pioneer Award

Motion 21C: Giloi moved for the Awards Committee, “MOVED, that the Board of Governors of the IEEE Computer Society approves the recommendation of the Awards Committee for the recipient of the 2004 Computer Pioneer Award.” Motion carried.

Action: President. Due: ASAP. BOG 04/02. 21C-1. Notify the recipient of the 2004 Computer Pioneer Award.

Action: Awards Chair. Due: After President notifies recipient. BOG 04/02. 21C-2. Notify the nominator and subcommittee of the 2004 Computer Pioneer Award recipient.

D. 2004 Computer Entrepreneur Award

Motion 21D: Giloi moved for the Awards Committee, “MOVED, that the Board of Governors of the IEEE Computer Society approves the recommendation of the Awards Committee for the recipient of the 2004 Computer Entrepreneur Award.” Motion carried.

Action: President. Due: ASAP. BOG 11/03. 21D-1. Notify the recipient of the 2004 Computer Entrepreneur Award.

Action: Awards Chair. Due: After President notifies recipient. BOG 02/04. 21D-2. Notify the nominator and subcommittee of the 2004 Computer Entrepreneur Award recipient.

22. Board Approval of Presidential Appointment of Editor-in-Chief Appointment(s) - Williams

A. IEEE Micro

Motion 22A: Williams moved for the Publications Board, “MOVED that the Board of Governors of the IEEE Computer Society consents to the appointment of the Editor-in-Chief of *IEEE Micro* for a term beginning on 1 January 2005 and ending on 31 December 2006.”
Action: President. Due: ASAP. BOG 02/04. 22A. Notify the EIC of IEEE Micro of their (re)appointment for a term beginning on 1 January 2005 and ending on 31 December 2006.

**B. IEEE Computer Graphics & Applications**

Motion 22B: Williams moved for the Publications Board, “MOVED that the Board of Governors of the IEEE Computer Society consents to the appointment of the Editor-in-Chief of IEEE Computer Graphics & Applications for a term beginning on 1 January 2005 and ending on 31 December 2006.”

Action: President. Due: ASAP. BOG 02/04. 22B. Notify the EIC of IEEE Computer Graphics & Applications of their (re)appointment for a term beginning on 1 January 2005 and ending on 31 December 2006.

**C. IEEE Transactions on Visualization & Computer Graphics**

Motion 22C: Williams moved for the Publications Board, “MOVED that the Board of Governors of the IEEE Computer Society consents to the appointment of the Editor-in-Chief of IEEE Transactions on Visualization & Computer Graphics for a term beginning on 1 January 2005 and ending on 31 December 2006.”

Action: President. Due: ASAP. BOG 02/04. 22C. Notify the EIC of IEEE Transactions on Visualization & Computer Graphics of their (re)appointment for a term beginning on 1 January 2005 and ending on 31 December 2006.

**D. IEEE Internet Computing**

Motion 22D: Williams moved for the Publications Board, “MOVED that the Board of Governors of the IEEE Computer Society consents to the appointment of the Editor-in-Chief of IEEE Internet Computing for a term beginning on 1 January 2005 and ending on 31 December 2006.”

Action: President. Due: ASAP. BOG 02/04. 22D. Notify the EIC of IEEE Internet Computing of their (re)appointment for a term beginning on 1 January 2005 and ending on 31 December 2006.

**E. IEEE Software**

Motion 22E: Williams moved for the Publications Board, “MOVED that the Board of Governors of the IEEE Computer Society consents to the appointment of the Editor-in-Chief of IEEE Software for a term beginning on 1 January 2005 and ending on 31 December 2006.”

Action: President. Due: ASAP. BOG 02/04. 22E. Notify the EIC of IEEE Software of their (re)appointment for a term beginning on 1 January 2005 and ending on 31 December 2006.

**F. Computer**

Motion 22F: Williams moved for the Publications Board, “MOVED that the Board of Governors of the IEEE Computer Society consents to the appointment of the Editor-in-Chief of Computer for a term beginning on 1 January 2005 and ending on 31 December 2006.”

Action: President. Due: ASAP. BOG 02/04. 22F. Notify the EIC of Computer of their (re)appointment for a term beginning on 1 January 2005 and ending on 31 December 2006.
G. IEEE Transactions on Computers

Motion 22G: Williams moved for the Publications Board, “MOVED that the Board of Governors of the IEEE Computer Society consents to the appointment of the Editor-in-Chief of IEEE Transactions on Computers for a term beginning on 1 January 2005 and ending on 31 December 2006.”

Action: President. Due: ASAP. BOG 02/04. 22G. Notify the EIC of IEEE Transactions on Computers of their (re)appointment for a term beginning on 1 January 2005 and ending on 31 December 2006.

EXECUTIVE SESSION ENDS

23. 2003 Budget Amendments – Kasturi
   A. Capital Budget
      None brought forward.
   B. Operating Budget

Motion 23B: Kasturi moved for the Finance Committee, “MOVED, that the Board of Governors of the IEEE Computer Society approves, as recommended by the Finance Committee, the use of the IEEE-CS share of the verified average surplus for SC 2002 and SC 2003, in an amount not to exceed $85K, to fund the SC Education Program, and amends the 2004 budget to take this into account.” Motion carried by voice vote.

24. BLANK

25. Amendments to the Society Bylaws - Diamond

None brought forward.


A. Section 13, Awards

The Executive Committee approved modifications to PPM Section 13 at its 27 November 2004 meeting (see below). It is being entered here as a reporting item only.

13.5.8 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 CAB the Awards Sub-Committee. Recommendations will be forwarded to the Awards Committee for final approval.

Funding Source: Funding for the award will be an expense item in the approved CAB budget at the discretion of the President.
DISCUSSION ITEMS

REPORTS

40. AD HOC COMMITTEES

40A. Online Agenda Book – Moore
No report.

41. EXECUTIVE COMMITTEE MEMBERS

41A. President-Elect - Chang
No report.

41B. Second Vice President, Chapters Activities - Kemmerer
(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. Vice President, Educational Activities - Varanasi
(See pages 41D-1 thru 41D-5 of the Agenda Book.)
41E. First Vice President, Electronic Products & Services - Johnson

No report

*Digital Library Committee – Hoelzeman*

No report

*Distance Learning Committee - Aylor*

No report

*Web Redesign Committee – Swigger*

No report

41F. Vice President, Publications - Williams

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

41G. Vice President, Standards Activities – Moore

(See page 41G-1 thru 41G-6 of the Agenda Book.)

41H. Vice President, Technical Activities - Zorian

No report.

41I. Secretary – Garcia

No report

41J. Past President - Diamond

No report.

41J. IEEE Division V/VIII Directors – Isaak/Hoffnagle

Isaak and Hoffnagle gave an oral report.

41K. Computer Editor-in-Chief - Carver

No report.

42. STANDING COMMITTEES

42A. Audit – Albert-Howard

(See pages 42A-1 thru 42A-6 of the Agenda Book.)

42B. Awards - Giloi

(See pages 42B-1 and 42B-2 of the Agenda Book.)
42C. **Computer Society International Design Competition – Clements**

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

42D. **Constitution & Bylaws – Engel**

   No report.

42E. **Elections – Takizawa**

   No report.

42F. **Fellows – Cain**

   No report.

42G. **Finance – Kasturi**

   (See Treasurer’s Report in section 8 of the *Agenda Book*.)

42H. **History – Liu**

   No report.

42I. **Intersociety Cooperation – Diamond**

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

   *IEEE Sensors Council Representative Report – Schober*

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

42J. **Membership – Diamond**

   *Ombudsman/Member Services Report – Albert-Howard*

   (See attachment 42J of the *Agenda Book*.)

42K. **Nominations – Diamond**

   No report.

42L. **Personnel and Compensation – Diamond**

   No report.

42M. **Planning – Engel**

   No report.

42N. **Professional Practices Committee – McConnell**

   (See pages 42N-1 and 42N-2 of the *Agenda Book*.)
CSDP Report – Bagert

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

43. OTHER

None

44. STAFF

44A. Publisher - Burgess

(See pages 44A-1 thru 44A-6 of the Agenda Book.)

44B. Director, Information Technology - Care

(See pages 44B-1 thru 44B-4 of the Agenda Book.)

44C. Director, Administration - Doan

(See pages 44C-1 thru and 44C-3 of the Agenda Book.)

February 2003 Membership Report

(See pages 44C-5 and 44C-7 of the Agenda Book.)

Asia/Pacific Office Report

(See page 44C-9 of the Agenda Book.)

Beijing Service Center Report

(See pages 44C-11 and 44C-12 of the Agenda Book.)

Budapest Service Center Report

(See pages 44C-13 thru 44C-16 of the Agenda Book.)

Moscow Service Center Report

(See page 44C-17 and 44C-18 of the Agenda Book.)

44D. Director, Volunteer Services – Kelly

(See page 44D-1 of the Agenda Book.)

Technical Meetings Final Reports Received Since Last Agenda Book

(See pages 44D-3 thru 44D-8 of the Agenda Book.)

Technical Meetings Approved Since Last Agenda Book

(See pages 44D-9 thru 44D-12 of the Agenda Book.)

Technical Meetings Final Reports Overdue

(See pages 44D-13 thru 44D-17 of the Agenda Book.)

Technical Meetings Schedule

(See pages 44D-19 thru 44D-36 of the Agenda Book.)
44. BLANK

45. SPECIAL ORDERS

None.

46. UNFINISHED BUSINESS OR GENERAL ORDERS

None.

47. NEW BUSINESS

None.

48. GOOD OF THE ORDER

48A. Hoffnagle reported that the IEEE board meetings in Savannah had gone well and were productive in many areas.

49. ANNOUNCEMENTS

None.

50. NEXT MEETING

The next meeting will be held at 8:30 a.m. on Saturday, 12 June in Long Beach, California USA.

51. ADJOURNMENT

The meeting adjourned at 3:00 p.m.

ATTACHMENTS

Attachment 42J Ombudsman Report