1. **Call to Order - Cooper**

A meeting of the IEEE Computer Society Executive Committee was held at 4:00 p.m. on 9 March 2006 at the Stanford Court Hotel, San Francisco, California USA. Deborah M. Cooper, president, chaired, with Gerald L. Engel serving as secretary in the absence of Secretary Ann Q. Gates.

2. **Roll Call – Engel**

A roll call was held as follows:

**A. Franchised Members**
- Deborah M. Cooper, President, present
- Gerald L. Engel, Past President, present
- Ann Q. Gates, Secretary, absent
- Rangachar Kasturi, First VP, Conferences & Tutorials, present
- Susan K. Land, Second VP, Standards Activities, present
- Sorel Reisman, VP, Electronic Products & Services, present
- Jon G. Rokne, VP, Publications, present
- Christina M. Schober, VP, Chapters Activities, present
- Stephen B. Seidman, Treasurer, present
- Murali R. Varanasi, VP, Educational Activities, present
- Michael R. Williams, President-elect, present

**B. Ex officio Members (without vote)**
- Doris L. Carver, **Computer EIC**, present
- David W. Hennage, Executive Director, present
- Stephen L. Diamond, 2005-2006 IEEE Division VIII Director, present
- Thomas W. Williams, 2006 IEEE Division V Director-elect, absent
- Oscar N. Garcia, 2005 IEEE Division V Director-Elect, absent

3. **Introduction of Guests – Engel**

The following guests and staff were present:
- Angela R. Burgess
- Robert G. Care
- Violet S. Doan
- Lynne Harris
- Reiner Hartenstein
- Iwao Hyakutake
- James D. Isaak
- Anne Marie Kelly
- Itaru Mimura
- Richard J. Price
- Peter Turner

4. **Approval of Agenda - Cooper**

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

5. **BLANK**

6. **Approval of Minutes of the 3 November 2005 Meeting – Engel**

Motion 6: Reisman moved, Garcia seconded, “MOVED, that the minutes of the 3 November 2005 Executive Committee meeting be approved.” Motion carried.
7. **Report of the President - Cooper**

President Cooper gave an oral report in addition to her written report in the e-Agenda Book and pages 36 and 37 of the pdf Agenda Book.

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

Seidman gave the report of the Treasurer, which can be found in the e-Agenda Book and pages 38 and 39 of the pdf Agenda Book.

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

Hennage reported on recent activity in the society. The report is in the e-Agenda Book and pages 94 and 95 of the pdf Agenda Book.

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

Engel reviewed the status of action items as of 27 January 2006, which can be found in the e-Agenda Book and pages 97 and 98 of the pdf Agenda Book. Items 1 and 2 remain open.

**ACTION ITEMS**

11. **BLANK**

12. **Approval of Computing Curricula 2005 - Varanasi**

Motion 12: Varanasi moved, Engel seconded, “MOVED, that the Executive Committee of the IEEE Computer Society endorse the Computing Curricula 2005.” Motion carried.
13. **Approval of Draft 2007 Board of Governors Meetings and Election Schedule - Williams/Grant**

Motion 13: Williams moved, Engel seconded, “MOVED, that the Executive Committee of the IEEE Computer Society approve the draft 2007 Board of Governors Meetings and Election Schedule.” Motion carried.

**D R A F T**

2007 Board of Governors Meetings and Election Schedule

<table>
<thead>
<tr>
<th>EVENT</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Schedule and call for board/officer recommendations to Nominations Committee</td>
<td>February issue</td>
</tr>
<tr>
<td>Schedule and call for 2009 IEEE Division V Delegate-Director-Elect recommendations to Nominations Committee published in Computer</td>
<td>February issue</td>
</tr>
<tr>
<td>2. First BOARD OF GOVERNORS MEETING, TBD</td>
<td>9 February or 16 March</td>
</tr>
<tr>
<td>2008 IEEE Division VIII Delegate-Director-Elect slate approved at first BOARD OF GOVERNORS MEETING, TBD</td>
<td>9 February or 16 March</td>
</tr>
<tr>
<td>3. Nominations Committee slate of officer and board candidates due to Board of Governors</td>
<td>Four weeks prior to second BoG meeting</td>
</tr>
<tr>
<td>4. Recommendations from membership for board/officer nominees mailed to Nominations Committee</td>
<td>Three weeks prior to second BoG meeting</td>
</tr>
<tr>
<td>5. Last day for board/officer petition candidates to be submitted to Board secretary</td>
<td>Ten days prior to second BoG meeting</td>
</tr>
<tr>
<td>6. Second BOARD OF GOVERNORS MEETING, TBD</td>
<td>18 or 25 May</td>
</tr>
<tr>
<td>7. Periodical page budgets and prices and board/officer candidates approved at second BOARD OF GOVERNORS MEETING, TBD</td>
<td>18 or 25 May</td>
</tr>
<tr>
<td>8. Last day for 2008 IEEE Division VIII Delegate-Director-Elect petition candidates to be submitted to IEEE</td>
<td>8 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>31 July</td>
</tr>
<tr>
<td>12. Schedule and call for 2009 IEEE Division V Delegate-Director-Elect recommendations to Nominations Committee published in Computer</td>
<td>August Issue</td>
</tr>
<tr>
<td>13. Ballots mailed</td>
<td>10 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>8 October</td>
</tr>
<tr>
<td>16. Nominations Committee makes recommendations to Board of Governors for 2009 IEEE Division VIII Delegate-Director-Elect</td>
<td>Four weeks prior to third BoG mtg.</td>
</tr>
<tr>
<td>17. Third BOARD OF GOVERNORS MEETING, TBD</td>
<td>2 or 9 November</td>
</tr>
<tr>
<td>18. 2009 IEEE Division V Delegate-Director-Elect slate approved at third BOARD OF GOVERNORS MEETING, TBD</td>
<td>2 or 9 November</td>
</tr>
<tr>
<td>19. Election results published in Computer</td>
<td>December Issue</td>
</tr>
</tbody>
</table>
Motion 14: Seidman moved for the Finance Committee, “MOVED, that the Executive Committee of the IEEE Computer Society approve the Preliminary 2007, 2008 and 2009 Budget Targets, as presented.” Motion carried.

<table>
<thead>
<tr>
<th>Program Areas</th>
<th>2007**</th>
<th>2008**</th>
<th>2009**</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transactions</td>
<td>2,654.5</td>
<td>2,401.6</td>
<td>2,159.8</td>
</tr>
<tr>
<td>Magazines</td>
<td>454.1</td>
<td>192.1</td>
<td>(51.8)</td>
</tr>
<tr>
<td>Computer</td>
<td>(520.9)</td>
<td>(649.4)</td>
<td>(777.4)</td>
</tr>
<tr>
<td>Advertising</td>
<td>441.7</td>
<td>455.0</td>
<td>468.6</td>
</tr>
<tr>
<td>CS Press</td>
<td>3,672.7</td>
<td>3,960.0</td>
<td>4,269.1</td>
</tr>
<tr>
<td>Conferences</td>
<td>757.8</td>
<td>780.5</td>
<td>803.9</td>
</tr>
<tr>
<td>Technical Activities</td>
<td>(484.5)</td>
<td>(499.0)</td>
<td>(514.0)</td>
</tr>
<tr>
<td>Standards</td>
<td>(122.3)</td>
<td>(126.0)</td>
<td>(129.8)</td>
</tr>
<tr>
<td>Continuing Ed</td>
<td>(196.0)</td>
<td>(201.9)</td>
<td>(207.9)</td>
</tr>
<tr>
<td>CSIDC</td>
<td>(4.4)</td>
<td>(12.5)</td>
<td>(20.8)</td>
</tr>
<tr>
<td>Chapters</td>
<td>(278.6)</td>
<td>(287.0)</td>
<td>(295.6)</td>
</tr>
<tr>
<td>Membership</td>
<td>(1,285.5)</td>
<td>(1,241.7)</td>
<td>(1,278.9)</td>
</tr>
<tr>
<td>Education</td>
<td>(249.1)</td>
<td>(256.6)</td>
<td>(264.3)</td>
</tr>
<tr>
<td>Awards</td>
<td>(258.6)</td>
<td>(266.3)</td>
<td>(274.3)</td>
</tr>
<tr>
<td>Pubs Board</td>
<td>(137.9)</td>
<td>(142.0)</td>
<td>(146.3)</td>
</tr>
<tr>
<td>* General</td>
<td>(7,894.4)</td>
<td>(8,494.9)</td>
<td>(9,149.8)</td>
</tr>
<tr>
<td>Net</td>
<td>(3,371.5)</td>
<td>(4,388.1)</td>
<td>(5,409.6)</td>
</tr>
</tbody>
</table>

* Includes IEEE Infrastructure Charge
** The impact of the possible conference proceedings and infrastructure formula changes is also not yet known.

15. BLANK
16. BLANK
17. BLANK
18. BLANK
19. BLANK
20. BLANK
21. BLANK
22. BLANK
23. 2006 Budget Amendments – Seidman
   A. Capital Budget
      None brought forward.
   B. Operating Budget
      Seidman reported on an amendment of $33k for adjustments to IEEE infrastructure charges.
24. BLANK
25. **Amendments to the Society Bylaws – Williams**

None brought forward.


   A. **Section 22, Intersociety Cooperation**
   
   Motion 26A: Williams moved for the Constitution & Bylaws Committee, “MOVED, that the Executive Committee of the IEEE Computer Society approves the proposed change to Policies & Procedures Manual, Section 22.3, Intersociety Cooperation Committee.” Motion carried.

   **SECTION 22 INTERSOCIETY COOPERATION COMMITTEE**

   22.3 **MEMBERSHIP**

   22.3.1 The Committee shall consist of the past president as chair, president, president-elect, vice president for membership activities, and the subcommittee chairs. The chief staff executive and appropriate administration staff member shall be *ex officio*, non-voting members of the committee.

   B. **Section 5, Publications VP**
   
   Motion 26B: Williams moved for the Constitution & Bylaws Committee, “MOVED, that the Executive Committee of the IEEE Computer Society approves the proposed change to Policies & Procedures Manual, Section 5.13, Publications VP.” Motion carried.

   **5.13 VICE PRESIDENT FOR PUBLICATIONS**

   5.13.1 **Position Function**
   
   Provides policy direction for the Publications Board. Provides leadership and direction for volunteers and Society programs.

   5.13.2 **Contacts**
   
   Wide ranging, at all levels of members, volunteers, and staff of the Society, IEEE, including editors-in-chief, staff editors, and authors. The primary staff contact is the Publisher.

   5.13.3 **Position Responsibilities**

   1. Chairs the Publications Board (Pubs), and ensures attention to major issues and purposes.

   2. Assumes responsibility for Publications Board finances, operations, assessment, and planning.

   3. Appoints members of the Publications Board.

   4. Directs development of Publications Board objectives. Informs the Publications Board members and subcommittees of board objectives and their expected individual contributions and responsibilities.

   5. Directs the preparation of meeting agendas and distributes relevant information to all members prior to the meeting.


   7. Appoints *ad hoc* search committees for editors-in-chief for the periodicals.
8. Recommends EIC reimbursed expense and editorial page budgets to the Finance Committee.

9. Presents proposals for new periodicals to the Board of Governors. Prepares Publications Board status reports for the Board of Governors.

10. Recommends changes in publications policy to the Board of Governors.

11. Encourages and supports the editors-in-chief in their leadership of the periodicals.


13. Appoints one member to the Membership Committee.

14. Assists the president in identifying potential leaders.

15. Maintains close liaison with the representative(s) to the IEEE TAB Periodicals Committee, the IEEE TAB/PSPB Products and Services Committee, and the IEEE Publication Products and Services Board.

16. Recommends candidates for the IEEE TAB/PSPB Products and Services Committee and the IEEE TAB Periodicals Committee.

17. Directs preparation of the Publications Board budget.


19. Maintains and ensures Web currency.

20. Arranges for CS overview presentation by the chief staff executive.

21. Seeks out opportunities for cross-board cooperation and collaboration.

22. Assists the president in setting and achieving overall Society objectives.

23. Trains board members and encourages active participation by Board of Governors.

24. Performs other duties as assigned by the president or by the board.
C. Section 9, Publications

Motion 26C: Williams moved for the Constitution & Bylaws Committee, “MOVED, that the Executive Committee of the IEEE Computer Society approves the proposed change to Policies & Procedures Manual, Section 9, Publications:” Motion carried.

SECTION 9 PUBLICATIONS

9.2.3 Budgeting Responsibilities

The Publications Board will 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 it is responsible for preparing and recommending its annual budget to the Board of Governors. The Publications Board is 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 Editor-in-Chief Manual, Publications Handbook

The Publications Board shall create and be responsible for maintaining a Publications Handbook, Editor-in-Chief Manual, 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 Governor's 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.

9.2.11 Publications Planning Committee

The Publications Planning Committee shall monitor the overall set of Computer Society periodical publications with respect to their relevancy to and relationships with current trends and future directions of both the Computer Society and computer technology, and the needs of membership, and shall recommend to the Publications Board changes in the direction, scope, focus, and components of the Society's series publications. The technical membership segment champions should give input to the Publications Planning Committee in this context.

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 Conference Publications Operations Committee (CPOC) shall be as specified in the bylaws. These four committees collectively shall be referred to as the Operations Committees (OCs).

9.3.2 Duties

The OCs 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
Computer Society awards.

9.4 SCOPE STATEMENTS FOR PUBLICATIONS

The current scope statements for all publications shall be included in the
Publications Handbook/EIC Manual. Scope statements will be reviewed and, if
necessary, refreshed during the periodical review process.
36. BLANK
37. BLANK
38. BLANK
39. BLANK

REPORTS

40. AD HOC COMMITTEES
40A. SEPOC – Land
    No report.
40B. 60th Anniversary – Aylor/Hoelzeman
    No report.

41. EXECUTIVE COMMITTEE MEMBERS
41A. President-Elect - Williams
    No report.
41B. Vice President, Chapters Activities - Schober
    The CAB report is in the e-Agenda Book and pages 184-186 of the pdf Agenda Book.
41C. First Vice President, Conferences & Tutorials - Kasturi
    The C&T report is in the e-Agenda Book and page 187 of the pdf Agenda Book.
41D. Vice President, Educational Activities - Varanasi
    The EAB report is in the e-Agenda Book and pages 188-190 of the pdf Agenda Book.
41E. Vice President, Electronic Products & Services - Reisman
    The EPSB report is in the e-Agenda Book and pages 191-194 of the pdf Agenda Book.
41F. Vice President, Publications - Rokne
    The Pubs report is in the e-Agenda Book and page 200 of the pdf Agenda Book.
41G. Second Vice President, Standards Activities – Land
    The SAB report is in the e-Agenda Book and pages 201-202 of the pdf Agenda Book.
41H. Vice President, Technical Activities – White
    The TAB report is in the e-Agenda Book and pages 203-207 of the pdf Agenda Book.
41. Secretary – Gates
No report

41J. Past President - Engel
No report.

41J. IEEE Division V/VIII Directors – Diamond/ Garcia
No reports.

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

42. STANDING COMMITTEES

42A. Audit – O’Connell
No report.

42B. Awards - Gates
No report.

42C. Computer Society International Design Competition – Clements
The CSIDC report is in the e-Agenda Book and page 212 of the pdf Agenda Book.

42D. Constitution & Bylaws – Williams
No report.

42E. Elections – Grant
No report.

42F. Fellows – Zorian
No report.

42G. Finance – Seidman

42H. History – Liu
No report.

42I. Intersociety Cooperation – Engel
No report.

Latin America Activities – Barbacci
The Latin America Activities report is in the e-Agenda Book and pages 213-215 of the pdf Agenda Book.

Coalition to Diversity Computing – Engel
The CDC report is in the e-Agenda Book and pages 216-218 of the pdf Agenda Book.

42J. Membership – Engel
The agenda is in the e-Agenda Book and page 219 of the pdf Agenda Book.

Ombudsman/Member Services Report – Israel
The report is in the e-Agenda Book and page 220 of the pdf Agenda Book.

42K. Nominations – Engel
No report.

42L. Personnel and Compensation – Engel
No report.

42M. Planning – Williams
No report.

42N. Professional Practices Committee – Moore
The PPC report is in the e-Agenda Book and pages 221-224 of the pdf Agenda Book.

43. BLANK

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 4:00pm on Thursday, 15 June 2006 in San Juan, Puerto Rico.
51. ADJOURNMENT

The meeting adjourned at 5:30 p.m.