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| **IEEE_MBblue** | **IEEE Product Safety Engineering Society**  | pseslogo_medium |

**Meeting Report - BoG**

**February 4, 2019**

**Board of Governors Members:**

John Allen, Mark Maynard, Stefan Mozar, Murlin Marks, Daniece Carpenter, Mike Nicholls, Steli Loznen, Ken Kapur, Wen-Chung Kao, Steve Brody, Fabio Furlan, Don Gies, Jeff Pasternak, Lei Wang, Michael Anderson, Daren Slee, Bansi Patel, V. Jayaprakasan, Catherine Pell, Kim Fung (KF) Tsang

**Participants:**

John Allen, Stefan Mozar, Daniece Carpenter, Mike Nicholls, , Ken Kapur, Fabio Furlan, Don Gies, Catherine Pell, Kim Fung (KF) Tsang

**Guests:**

Grant Schmidbauer

Call to order \_\_9:04\_\_\_\_ pm Central USA time

Adjourn \_\_10:26\_\_\_ pm Central USA time

 **Welcome**:

* No items to add to the agenda
	+ Approval of Agenda –
		- Motion made and passed

 **Housekeeping and Secretary's Report**:

* General
* Approval of previous Meeting Report
	+ Motion made and passed

 **Past President's Report**:

* No Report

 **President-Elect's Report**:

* Happy Chinese New Year to all
* Transition of Conferences VP duties to Professor Kao is going well
* Meeting with S. Korean safety engineers of the Korean Institute of Electronics and Information Engineers (IEIE)
	+ Meeting held in Auckland
	+ Met with the current president, past president, and president elect
	+ S. Korean government has a focus on product safety
	+ The IEIE expressed a willingness to work with PSES
	+ The IEIE confirmed that they will participate in 2019 conference and expressed a desire to host the Asia conference in 2020
* SPCE 2019
	+ Currently reviewing the SOW
		- Discussing and issue with the room block criteria
* Publications
	+ Submitting a letter of intent to convert the newsletters to a magazine format
		- Process needs a total of 4 presentation to gain approval
		- Expect the green light by Feb 2020
		- Estimates that it will take about 6 months to get it up and running
	+ Proposal to create a VP of Publications
		- A VP level leader would bring the focus needed to this area
	+ Expressed an goal to submit a letter of intent in the latter half of 2019 to start a Journal for research papers
	+ Open Access
		- Open Access is a mechanism by which research outputs are distributed online, free of cost or other barriers to the user.
		- EU is advocating for any paper prepared on research funded by the EU should be in a free forum
		- For the EU platform, publishers pay about $1700 to publish papers, but is free to the user
* Fellows Committee
	+ IEEE made some modifications to the Fellows process
	+ As PSES is a small Society, the IEEE Fellows program allowed a small evaluation committee with no vice chair
	+ Stefan will serve as the Chair of the Fellows Evaluation Committee
	+ Members are Rich Nute, Pete Perkins, Professor Kao
	+ Change in submission criteria now requires 3-5 references, instead of the previous 5-8
* President-elect report: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Treasurer's Report:**

* Request to all PSES VPs
	+ Need to understand your budget for 2020
* Treasurer training in progress
* Treasurer Report: \_\_\_\_\_\_\_\_\_\_\_

 **VP Technical Activities:**

* DL program progress
	+ Discussions are being held with Silvia
* Technical Committees
	+ Plan to send an email to each Committee to gauge status
* Will not be at ISPCE for medical reasons
	+ John to coordinate TC meetings
* Preparing a proposal to introduce a mentorship program
* Preparing a proposal to develop a Database on our website as a reference for agencies, consultants, etc.

 **VP Communications:**

* Newsletter
	+ Looking for articles and Chapter reports
	+ Suggest a teaser for the ISPCE,
	+ Reports on other conferences
	+ Catherine volunteered to write report on 2019 ISPCE
* Propose to record 2 or so of the presentations and keynote; use recordings as basis for articles
* Suggestion to have a history page on the website
	+ Noted that we do have a history page
	+ Do we need to review it and update it?

 **VP Conferences:**

* ISPCE 2019 conference report
	+ Early registration on March 16
	+ Paper review is on trach for an excellent program
	+ Conference program is in preparation
	+ InCompliance magazine has run our ad
	+ Conference Report: \_\_\_\_\_\_

 **VP Member Services:**

* Chapter chair meeting
	+ Requesting help to reach out to the top employers
		- Education for the employers on the benefits of their employees as members of PSES
		- Ask employers to provide more support
	+ Reviewed feedback from discussion
* New member initiative
	+ Sessions will be conducted in 2019
* Virtual Chapter
	+ Question under discussion with IEEE is how to recognize a virtual chapter
* Senior members
	+ Continue program to promote current members
* Membership
	+ Stands at 835
* Volunteer positions on website
	+ Have volunteer for Global Outreach Rep
	+ Need to check background
* Member Services Report: \_\_\_\_\_\_\_\_\_

 **LIAISON Reports**

* No Reports

 **Old Business**

* Meeting time and date for 2019: \_\_\_\_\_\_\_
	+ Monthly meeting for BoG

 **New Business**

* Awards
	+ Very few nominations for awards
	+ Need everyone to mention to others
* At the Boston meeting, we discussed areas that we wanted to expand into
	+ With regards to TC, any thoughts of starting a TC in these areas

 **Concluding Remarks**

Thanks to everyone for their participation

 **Adjourn**

Motion made and passed to adjourn

 **Face to Face Meetings**

*All Day Board Meetings - 2019*

* 2019 Symposium (May 6,7,8) – May 5, 2019
* Fall meeting - Fall conference – Austin, TX – 2019

*Monthly Web Conferences*

**2019** - First Monday of each month – Time varies - Central US time

2019 Web Conferences

* January 7
* February 4
* March 4
* April 1
* May 6
* June 3
* July 1
* August 5
* September 9
* October 7
* November 4
* December 2

***Reminder – USA Daylight Saving Time BEGINS on March 10, and ENDS on Nov. 3, 2019***