

**IEEE AESS Board of Governors  
Action Items from Spring 2003 and Prior Meetings**

**Action Items:**

1. Plan for meeting of Conference Representatives- Action: **Barry Breen – Closed.**
  2. Contact head of Regional Activities to learn where Student Branch Chapters are located-  
Action: **Jose Bolanos – Closed, now listed in Systems Magazine.**
- (AI 2001-10-03) Review recent past attendance by board members and report at Spring 2002 BoG meeting – Action: **Joel Walker/ Randy Moore**
- (AI 2002-04-04) Investigate funding from foundations, including NSF, for Distinguished Lecturer travel expenses – Action: **Bob Rassa**
- (AI 2002-04-06) Provide questions for inclusion in *Systems Magazine* to seek input regarding products and services not addressed in the member survey – Action: **Bob O'Donnell – Closed.**
- (AI 2002-04-07) Submit a budget request for \$3,000 of funding and approach the AIAA and ICAS joint conference regarding AESS joint technical sponsorship – Action: **Erv Gangl**
- (AI 2002-10-01) Investigate feasibility of putting past publications in electronic form and report at spring 2003 meeting – Action: **Evelyn Hirt.**
- (AI 2002-10-02) By December, identify budget needs for 2004 and unplanned 2003 initiatives – Action: **VPs of Technical Operations (Panels), Chapters, Conferences, Education, and Publications – Closed.**
- (AI 2002-10-03) Distribute a publicly releasable version of the Boeing – IEEE strategic relationship charts – Action: **Paul Gartz – Closed.**
- (AI 2002-10-04) Propose specific changes to the Board Operating Procedures to address appointment of Vice Presidents/Officers – Action: **Charles Gager.**
- (AI 2002-10-05) Propose specific changes to the Board Operating Procedures to create the position of VP for Education and to assign responsibility for strategic planning to the Executive VP – Action: **Charles Gager.**
- (AI 2002-10-06) Propose specific changes to the Board Operating Procedures to define the roles and responsibilities of the Executive Committee – Action: **Ed Reedy/Charles Gager.**
- (AI 2002-10-07) Make recommendations regarding how to best use the member email list for information distribution. – Action: **Iram Weinstein –Closed, see minutes of Spring 2003 meeting.**
- (AI 2002-10-08) Identify a Board owner for each web page in order to assure that information is current (the action may be extended to address information in *Systems Magazine* as well) – Action: **Bob Trebits.**

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(AI 2002-10-09) Identify specific actions for each Board member to improve the quality of Systems Magazine – Action: **Ed Reedy/Joel Walker.**

(AI 2002-10-10) Request an article from the Electronics Museum for publication in Systems Magazine in consideration for a \$2000 donation – Action: **Ron Schroer.**

(AI 2003-05-01) Develop a multi-year business plan for AESS – Action: **Charles Gager and Paul Gartz.**

(AI 2003-05-02) Submit a specific proposal for Board action regarding web-based review of manuscripts – Action: **Dale Blair/Charles Gager.**

(AI 2003-05-03) Create an email list of Chapter Chairs – Action: **Bob Trebits.**

(AI 2003-05-04) Recommend roles, responsibilities, and reporting relationships for a permanent Communications Committee – Action: **Iram Weinstein.**