

**IEEE Continuing Professional Education Committee (CPEC)  
28 April 2006 Conference Call Minutes  
5:00 P.M. to 6:00 P.M. EDST**

**I. Roll call**

*In attendance:* Roger Sudbury (Chair, CPEC), Moshe Kam (VP EAB), Donald Dunn, Helene Fung, Jerry Gibbon, Friedolf Smits, Don Miklas, Jill Bagley  
*Absent:* Phil Laplante, James Tien

**II. Approve Minutes of 24 March 2006 Conference Call**

24 March 2006 meeting minutes were approved.

**III. Review Tasks**

**a. Education Partners Program**

Don Miklas provided an update to the program activities including:

1. Two new partners have recently been approved (Auburn University and the Willis College of Business & Technology). Willis College and Thunderbird (Garvin International Management School) represent the first two international partners in the program.

2. Two potential partners are currently under review (Red Vector and Software Quality Engineering). In addition, two more potential partners have been invited to submit applications (ASQC and the International Society of Optical Engineering).

3. The program name is currently under review and a list was developed by an EAD ad hoc committee.. Moshe Kam, using the list, has suggested "IEEE Recommended Education" as a possible program name that is highly descriptive.

4. Don plans to develop a strategy for the "The Comprehensive Program Plan" with Phil Laplante.

**Action:** Follow up with Phil to discuss comprehensive program plan.

5. Don requested that Roger assign an additional CPEC member to support Phil LaPlante, with the partner review process.

**Action:** Roger had considering serving in this role himself, but will follow up with Don and Phil to obtain a new committee member.

### **b. Certification Role**

Donald Dunn reported that he has started some preliminary searches on the IEEE website. Don noted that he would like to work with a staff contact to assist with the project.

**Action:** Don Miklas will provide Donald Dunn with a staff resource (Rozanna Fanelli or another professional) for assistance.

Moshe Kam suggested that a follow up discussion with IEEE Computer Society contact (David Hennage) might provide very helpful information regarding their certification program.

**Action:** Donald Dunn and staff will have a phone conference with David Hennage prior to May CPEC meeting.

### **3. Standards Workshop**

Jill Bagley and Tara Gallus are the staff resources that will be supporting the Standards Education Workshop. Jerry Gibbon noted that Capitol College had expressed an interest in hosting, but there would be a problem with the potential dates that have been proposed. The staff is currently working with Johns Hopkins University to determine the possibility of hosting the workshop as a follow up to the CISS (Conference on Information Sciences and Systems). However, at this point, workshop plans are in a very preliminary stage, and options are certainly open. Jerry Gibbon also reported that he has spoken to officers in the Baltimore, Washington, and N. Virginia Sections regarding the workshop. Moshe Kam noted that he will identify a contact in the Baltimore Section that Jerry can follow up with. In addition to making local contacts, it's also imperative to decide which standards in specific to focus on. A high level program should be developed to run by Judy Gorman for presenter recommendations.

**Action:** Moshe Kam will follow up with Jerry to provide a contact in the Baltimore Section.

### **4. Educational Portal**

Helene reported that she has started performing research of the EAB website. She noted that she would like to put together a focus group to go through the site as well. The committee agreed that the group should contain 5-6 people and consist of both members and nonmembers (possibly a mix of both US and international). Helene also reported that she has started making some lists of suggested improvements which she will send to Jill Bagley. As an early suggestion, Helene recommended that consideration be given to increasing the number of courses shown on the free trial site in order for it to be more appealing to members.

**Action:** Helene will begin sending Jill Bagley her suggestions for the website.

Roger Sudbury concluded the task review by requesting that each key area set up schedules and projected dates to show progress. Milestones should be set (even if shaky). The goal is to have some preliminary schedules set by May CPEC meeting in Newark, NJ.

**Action:** Committee members should plan to come prepared with preliminary schedules to the May CPEC meeting.

#### **IV. Expert Now -IEEE Status Update**

a. Don Miklas reported that a meeting is set to take place in Boston, MA with key executives from Thomson. The issue at hand is that sales have not occurred since January 06. The meeting will be attended by Roger Sudbury, James Tien, Friedolf Smits, Barbara Stoler and Don Miklas. The goal of this meeting is to determine how to generate sales. At this time, we do not feel that the sales efforts have been effective, and that Expert Now IEEE has not been positioned as a key product offering but rather just one of many. In preparation for this meeting, a conference call has been set for 02 May 2006 between the key IEEE representatives to strategize for the meeting.

b. The member free trial has launched. Member sales set to begin in Fall 06.

c. The Singapore section is planning a program on 4 August 2006 with will feature Expert Now IEEE course(s) being led by local experts.

d. \$80K has been committed for 2007 module production (EDS & PELS)

#### **V. Proposed Standards Education Committee**

Moshe Kam reported that the current Standards project is now ready to expand beyond the pilot phase. Much more standards education work is needed, and the work of the Task Force will be strengthened by transitioning it to a full standing committee. This will be completed during the June 06 OU series. Additionally, it was reported that a white paper is being developed to show the need to include standards in the classroom and the potential impact that this may have on accreditation.

**Action:** Moshe Kam will be seeking board approval in June. Once SEC is approved, CPEC will work with them (along with SA) on the Standards Education Workshops.

**VI. Combined Meeting 12 and 13 May Marriott Newark NJ Airport**

Roger Sudbury reminded the committee that a face-to-face meeting will be held in at the Newark Airport Marriott in Newark, NJ on 12 and 13 May, 2006.

Future conference calls will be held on a regular basis to be determined.

**VII. The Meeting was adjourned at 6:00 P.M.**