

LIFE MEMBERS COMMITTEE – OVERVIEW

The Life Members Committee (LMC), a joint committee of IEEE and the IEEE Foundation, shall provide leadership in the identification of, and support to the interests of the Life members (including future Life members) in activities of the IEEE. The LMC is responsible for the administration of the Life members Fund in support of activities that are of professional concern and interest to Life members. The LMC shall be responsible to the IEEE Foundation for stimulating and monitoring contributions to the Life Members Fund. The LMC shall be responsible to the IEEE Board of Directors for promoting the interests of Life members and other older members. The LMC takes an active role in encouraging the establishment of Life member Affinity Groups in the Sections so that those who are at a similar stage in their careers can share experiences and find ways to remain active. The LMC shall consider suggestions for activities of interest for older members, and it may make recommendations to other IEEE organization units and to the IEEE Foundation for policies and activities appropriate for such members.

The Life Members Fund supports activities of interest to Life Members, potential engineers and engineering students. It funds several awards, including the Donald G. Fink, the IEEE Fellow in Electrical History, the Student Prize Paper & the IEEE LM Graduate Study Fellowship in Electrical Engineering. Additional information on LMC programs is available at the following URL: <http://www.ieee.org/lmc>

LMC normally holds two face to face meetings per year – the specific locations are determined by the LMC Chair. Additional teleconference meetings may be held as necessary.

BRIEF DESCRIPTION OF RESPONSIBILITIES:

Chair:

- Pre-Agenda review; confer with staff to finalize meeting agendas
- Meeting minutes review with staff
- Assist staff with submissions to IEEE Board of Directors and/or IEEE Foundation Board of Directors
- Attend IEEE Foundation Board of Directors Meetings (3 times per year)
- Attend IEEE Board of Directors Meetings (as required)
- Participate in MGA Member Engagement & Life Cycle Committee Meeting (can also designate an alternate)
- Recommend potential candidates for the Committee

Estimated Time Required:

Material/Agenda review	-	3 hours
Chair LMC Meetings	-	6-9 hours per meeting; two per year (March/April & Sept/Oct)
Attend Foundation Board Mtgs	-	6-9 hours per meeting; three per year (March, June, November)
Attend MGA MELC Mtgs	-	2 face to face meeting; teleconferences throughout the year

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Travel - 2 days per meeting (meetings are held on Monday/Friday, may require a Saturday night stay to obtain less expensive airfare)

Members:

- Review agenda and supporting documents prior to each meeting
- Attend Committee meetings
- Participate in teleconference as scheduled (one or two calls per year)
- Participate on LMC ad-hoc committees to perform further research on programs/issues/meeting action items, when required

Estimated Time Required:

Material/Agenda review - 2 hours
Participation at Meeting - 6-9 hours per meeting; two per year (March/April & Sept/Oct)
Travel - 2 days per meeting (since the meeting is held on Monday, may require a Saturday night stay to obtain less expensive airfare)

Standard travel expenses are reimbursed.