

IEEE AES Society Strategic Planning and Executive Committee Status

**Orlando, FL
Grand Cypress Hotel**

January 30, 2014

Agenda

Time EST	Speaker	Topic
8:00-8:30 AM	Robert (Bob) Lyons	Welcome
8:30-9:00 AM	Teresa Pace	Executive Committee Strategy
9:00-9:30 AM	Giuseppe (Joe) Fabrizio	Education
9:30-10:00 AM	Iram Weinstein	Conferences
10:00-10:15 AM	All	Break
10:15-10:45 AM	George Schmidt	Member Services
10:45-11:15 AM	William (Dale) Blair	Publications
11:15-11:45 AM	Walter Downing	Technical Operations
11:45– 12:00 PM	All	Photo
12:00– 1:00 PM	All	Lunch
1:00-1:30 PM	Alfonso Farina	Industry Relations
1:30 – 2:00PM	Ron Ogan	Finance
2:00-2:30 PM	Robert (Bob) Rassa	Treasurer
2:30-3:30 PM	All	Cross Committee Issues
3:30-4:00 PM	Sabrina Greco	Secretary
4:00-4:30 PM	All	Feedback regarding written strategic plan
4:30-5:00 PM	Judy Scharmann	Actions/Wrap Up

AESS Strategic Plan

- **Mission Statement-** AESS's purpose is to provide a responsive and relevant professional society that attracts, engages, aids, and retains a diverse set of members (age, culture, community -- theoretical, managerial and applications) worldwide in the areas of our fields of interest as defined in our constitution. AESS will accomplish this via our publications, conferences, and technical activities, to include Chapter activities as well as Society activities.
- **Vision Statement** – AESS will be essential to the worldwide technical community and be recognized for outstanding contributions in the field of aerospace and electronics as demonstrated through our conferences, publications, tutorials, communications, education, and membership.

AESS EC Strategic Objectives

- Current Executive Committee Strategic Planning Status
 - Jan 2014 - Initial telecom and presentations from each officer
 - May 2014 - Requested updates from each officer for the Word document (2 updates received by Dec 2014)
 - Sept 2014 - Met in St. Louis (Officer's meeting before Fall BoG meeting)
 - What is needed for a good Strategic Plan and how do we do more than just write a document and submit it
 - Refine/finalize IEEE AES Society Mission and Vision statements
 - Review/refine Mission, Vision, and Strategic Plans for each area of our society as they relate to our overall Mission and Vision
 - 2015 Officers elected – Technical Operations is now represented by Walter Downing
 - Jan 2015 - Meeting in Orlando (Officer's meeting) to review plan, objectives, initiatives, quantitative results, and future recommendations
- Long term strategic objectives
 1. Develop a repeatable method for developing and following our strategic plan
 2. Involve the executive leadership in the development, implementation, and status of the strategic plan
 3. Improve EC communication

Executive Committee Initiatives

1. Develop a repeatable method for developing and following our strategic plan
 - Renovate the approach to developing our strategic plan
 - Initiated EC strategic planning with all officers involved (Jan 2014)
 - Modified the Officer's meetings in 2014 to significantly incorporate strategic planning
 - Clearly identify what we want to see and when
 - Provided strategic planning templates outlining a consistent format across the committees with examples and dates for statusing
 - Requested specific responses and input with respect to the written Word document
2. Involve the executive leadership in the development, implementation, and status of the strategic plan
 - Requested the Officers each lead the development activity for their area
 - Requested that the officers track, update, and status their plans regularly with the entire EC
3. Improve EC communication in general
 - Would like to hold monthly telecons (like magazine) starting in Feb (for any issues, not just for Strat Plan)
 - Use email and/or IEEE collaboration tools for items that can't wait a month
 - If e-mail is used to communicate issues, include time limits such as 2 weeks before resorting to collaboration tools or monthly meeting

EC SP Metrics/Scorecard

1. Develop a repeatable method for developing and following our strategic plan

- Renovated 75% of the approach to developing our strategic plan
 - Still need to determine how this is reflected in written plan
- Clearly identify what we want to see and when
 - At least 85% of officers provided verbal presentations
 - Less than 10% provided feedback on written plan
 - Society behind 1 year in providing written plan to IEEE for 2014-2015
 - Teresa 100% responsible
 - Contributing factors could be new approach, lack of understanding timeline, etc (are the strat plan procedures identified somewhere I missed?)
 - Must submit plan asap and ensure delay does not happen in future

2. Involve the executive leadership in the development, implementation, and status of the strategic plan

- 85% avg officer attendance at strat plan meetings
- Statistics not yet available. As of today officers are *working* on tracking, updating, and statusing their plans regularly with the entire EC reviewing twice a year
 - Does this seem to be working

3. Improve EC communication in general

- TBD – initiatives have not yet been implemented



Executive Committee Financial Assessment

(1) To be covered by individual areas and overall by Finance