

LIFE MEMBERS COMMITTEE – OVERVIEW

The Life Members Committee (LMC), a joint committee of IEEE through MGA and the IEEE Foundation, and its work is supported by charitable gifts made to the IEEE Life Members Fund (LMF) of the IEEE Foundation. The LMC shall act on behalf of the best interests of Life Members. The LMC shall consider suggestions for activities of interests for members who are retired, and it may make recommendations to other IEEE. The LMC shall seek ways to encourage continued IEEE activity and involvement by Life Members at all levels of IEEE. The LMC shall partner with the IEEE Foundation to operate the IEEE Foundation Grants Program. The LMC shall participate in the raising of charitable donations for the IEEE Life Members Fund (LMF) of the IEEE Foundation by performing duties including, but not limited to, raising awareness of the program supported through the LMF, soliciting donations, stewarding donors, and each LMC member making an annual donation to the LMF at the level consistent with their comfort level. The LMC shall be responsible for the management and prudent expenditure of the LMF in support of meaningful activities that are of professional concern and interest to IEEE. The LMC shall take 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 publish a Life Members Newsletter as a means of keeping Life Members informed of news of particular interest to them and to provide a forum in which suitable articles may be published.

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 MGA Board and/or IEEE Foundation Board of Directors
- Attend IEEE Foundation Board of Directors Meetings (3 times per year)
- Attend MGA Board Meetings (as required)
- Participate in MGA Member Engagement & Life Cycle Committee Meeting (can also designate an alternate)
- Recommend potential candidates for the Committee

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Estimated Time Required:

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|------------------------------|---|---|
| Material/Agenda review | - | 3 hours |
| Chair LMC Meetings | - | 6-9 hours per meeting; two per year (March/April & Sept/Oct) – One mtg per year held jointly with a one day Regional LM Coordinator Meeting |
| Attend Foundation Board Mtgs | - | 6-9 hours per meeting; three per year (March, June, November) |
| Attend MGA MELC Mtgs | - | 1 face to face meeting; teleconferences throughout the year |
| Travel | - | 2 days per meeting (meetings may be held on weekends) |

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:

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| Material/Agenda review | - | 2 hours |
| Participation at Meeting | - | 6-9 hours per meeting; two per year (March/April & Sept/Oct)
One mtg per year held jointly with a one day Regional LM Coordinator Meeting |
| Travel | - | 2 days per meeting (meetings may be held on weekends) |

Standard travel expenses are reimbursed.