



On behalf of Gerhard Hancke, 2010 Chair of the IEEE Admission & Advancement (A&A) Committee, I would like to invite you to attend an upcoming Senior Member Review Panel Meeting to be held on Saturday, 13, March 2010, in Sao Paulo, Brazil. The meeting location is to be determined at this time. This year there will be ten IEEE A&A Panel Meetings, the meetings are part of the Membership Development Group's Senior Member program. Only Senior Members and Fellows are invited to these review sessions.

I am in the process of recruiting a panel of reviewers for this meeting.

The meeting will begin at 9:00 a.m. with a Continental breakfast at 8:00 a.m. and lunch to be provided at noon. Depending on the number of panelists present and the volume of applications, the panel may be dismissed mid-afternoon but no later than 5 p.m.

The first 18 respondents will be selected to serve on the panel and will receive a confirmation notice. Thank you for your attention and I hope to hear from you soon.

The A&A Panel is charged with determining whether applicants meet the minimum requirements for Senior Membership as defined by the IEEE Constitution and Bylaws. The panel functions primarily as a peer review jury and acts as the guardian of the membership standards of the IEEE.

Here is a synopsis of the meeting's proceedings:

- \* The A&A Committee Chair will go over the guidelines.
- \* Panelists will be given applications to review.
- \* Panelists will evaluate the applicant's merit for elevation based on years of qualifying education and professional experience, achievements, credentials and performance related to IEEE designated fields. The reviewers, will take into account the endorsements submitted by the applicant's references.
- \* The reviewer will mark the Evaluation Work Sheet.
- \* Each application must pass through at least two reviewers.
- \* If the rating is not unanimous, the Chair may call for a group discussion.
- \* Senior Members Requirements:

<http://www.ieee.org/web/membership/senior-members/requirements.html>