

**Minutes of the Control Systems Society Board of Governors Meeting
December 13, 2004, Paradise Island, Bahamas**

Call to Order and Approval of Agenda

J. D. Birdwell, President and Chair, called the regular meeting of the IEEE Control Systems Society (CSS) Board of Governors (BoG) to order at 1:00 P.M. on Monday, December 13, 2004 at the Atlantis Hotel in Paradise Island, Bahamas. He recognized the IEEE Division X director, E. Ruspini and the former CSS Presidents in attendance and then asked the attendees to introduce themselves. The following members of the BoG were in attendance: C. Abdallah, J. Baillieul, A. Banaszuk, B. Barmish, D. Bernstein, J. D. Birdwell, L. Bushnell, X.-R. Cao, C. Cassandras, D. Castanon, T. Djaferis, S. Ge, B. Ghosh, K. Hoo, K. Kozlowski, M. Krstic, W. Lin, R. Middleton, P. Misra, H. Nijmeijer, C. Schrader, M. Spong, M. E. Valcher, P. Van den Hof, B. Wittenmark and Y. Yamamoto. Visitors present included A. Varga, T. Parisini, E. Ruspini, P. Antsaklis, M. Shor, D. Lawrence and D. Tilbury.

The Secretary-Administrator, L. Bushnell, noted modifications to the agenda, which was approved by unanimous consent. Next, the minutes of the BoG meeting of June 29, 2004 were approved by unanimous consent.

Action Items

Birdwell announced that we would be following Robert's Rules of Order and noted that all motions out of the Executive Committee will not need seconds. Using a color-coded roster for 2005 appointments, Spong proceeded to present the new appointments. The BoG unanimously approved all of the appointments for 2005 with little discussion. In addition to the continuing chairs, the appointments approved for 2005 are as follows:

- Nominating Committee: J. Douglas Birdwell, Chair, Cheryl Schrader, Mark Spong, Roberto Tempo, Steve Yurkovich.
- Chair, Standing Committee on Fellow Evaluation: Xi-Ren Cao.
Long Range Planning Committee: Chaouki Abdallah, Eyad Abed, and Stephen Yurkovich.
- *Transactions on Automatic Control*: Jose E. R. Cury as AE, Frank Callier as AE at Large, Roberto Tempo as Editor, Technical Notes & Correspondence (as of May 1, 2005).
- *Transactions on Control Systems Technology* AEs: Ian Fialho, Jay Lee, Camille Rabbath, Samer Saab, Luigi Villani, Zidong Wang.
- *Control Systems Magazine*: Philip D. Olivier as AE Control Technology, Kirsten Morris as AE Book Reviews, Levent Guvenc as Corresponding Editor for Europe and Africa, Henrik Gollee as AE.
- Technical Committee Chairs: Automotive Controls: I. Kolmanovsky, Biosystems and Control: M. Khammash, Computer Aided Control System Design: D. Henrion, Discrete Event Systems: R. Leduc.

- Award Subcommittee Chairs: CSS Technology Award: S. Banda, TCST Outstanding Paper Award: M. Jankovic, CSM Outstanding Paper Award: D. Abramovitch.
- CEB AEs: A. Armanou, D. Arzelier, M. French, S. Mascolo, G. Rovithakis, S. Saab, C. Wang, X. Xia,

2006 Budget

Castanon presented the budget parameters for 2006, which would be unchanged from the 2005 rates. He predicted a \$171.1k profit for 2004. A new membership package providing access to current and past conference papers in IEEE Xplore is now an option for \$10 member (\$5 student).

Conference Activities Motions

Djaferis next presented the motions under Conference Activities. The first motion was to approve the budget for the 2006 CCS/ISIC/CACSD. The BoG approved the budget. Next, Tempo presented nominees for various conference appointments. All were approved by the BoG. The new appointments are as follows:

- Derong Liu as Program Chair for ISIC 2006
- Sam Ge as General Chair of the control cluster conference in 2007
- New Orleans Riverside Hilton as the venue for the 2007 CDC
- Chaouki Abdallah as General Chair of CDC 2008

The BoG then approved the "control cluster conference" concept. Starting with 2007 thematic conferences like CCA, CACSD, ISIC and others will be organized and held as a single multi-conference event. The structure will consist of a single General Chair with overall organizational responsibility and individual Program Chairs for each of the thematic conferences. Djaferis said that this new structure would encourage the creation of smaller conferences and will be a better way to serve our members. Birdwell appointed an ad hoc committee to come up with a name and an organizational structure for this conference and to report back to the BoG in June 2005.

Ruspini reported that the IEEE New Technology Directions Committee has identified seven areas as important to the IEEE. These areas are biotech, security, distributed intelligent networks & systems, digital intellectual property, future power and global earth observations. Some of these areas could produce potential tracks in such a cluster conference.

Publication Activities Motions

The BoG voted to create a digital archive of the pre-1988 IEEE CDC (and Symposium on Adaptive Processes) Proceedings in a form that can be uploaded to IEEE Xplore. This would be available to our members via Xplore and the

new conference package. Birdwell said that we would like to scan all conference papers. He said that we would need to keep the cost under \$50k. Spong said he would check to see if we could scan the CACSD proceedings, too. Misra said all were scanned back to 1988.

Member Activities Motions

The BoG approved that the Travel Support Program be continued at the funding level of not more than \$25,000 p.a. for 2005-2007 subject to the following changes:

- Name: The Program be known as the "Conference Support Program for Developing Nations" (CSP)
- The Procedures and conditions be revised as follows:
 - The award covers registration plus a cash award up to \$500;
 - Include a specific category of early career award – within 5 years of PhD and under 35 years of age. 50% of awards to be targeted to each category;
- That the International Affairs Committee be asked to revise the list of eligible countries for support by the end of 2005 to determine whether any changes in countries, or economic conditions should affect the list.

The motion as stated above was first presented by Middleton without the cash award statement. Ruspini said that this topic is discussed at many societies' BoG meetings. Birdwell said that the society pays for this activity. Tilbury asked what the criteria are for receiving an award. Middleton said that amongst other criteria, the recipient has to be a presenting author from one of the eligible nations." Antsaklis asked about student support within this program. Middleton said that students are not excluded. Antsaklis mentioned the decreasing NSF funds for supporting student travel. Middleton said that this was not discussed as part of the CSP program. Valcher was concerned that the award amount is too little. Middleton said the benefit of having a registration fee waiver depends on the location of the author. Birdwell then mentioned that the motion could be amended to include a cash award. Van den Hof proposed an amendment to the motion to include a cash award not to exceed \$500. A discussion followed after a second by Wittenmark. Baillieul said that a cash award would simplify the logistics of this program. Spong said the program is a wonderful idea unless you are a General Chair of a conference. Misra said this is a very difficult issue. General Chairs are busy with so many other details. He suggested that a separate committee administer the CSP awards. Castanon said it was easier for the conference to handle the program because it has a checking account and the CSS does not. Tempo suggested giving out travelers' checks. Abdallah thought this would simplify things. We could then deal with exceptions. Ruspini said that the Computational Intelligence Society has a simple program where students are issued checks from the IEEE after it has been verified that they came to the conference. Schrader said that a person could arrive at the conference, take the check and leave. There needs to be an organizer. Spong was against the amendment because it reintroduces logistical headaches. Wittenmark said that the

amendment makes it simpler. The BoG passed the amended motion (as written above) 14 to 4.

Other Motions

The BoG voted to approve the motion to change the CSS Constitution, Article V, Section 3 as was recorded in the June 29, 2004 minutes. The main change will allow for a larger pool of eligible nominees for Executive Committee positions. Following the procedure to amend the constitution, the changes were approved as a petition to the IEEE at the June 2004 meeting. The IEEE TAB approved the changes in November 2004. The changes will be effective 30 days after publication in the Control Systems Magazine.

Activity Reports

Report of the President

Birdwell presented some strategic issues and thoughts as the outgoing President of the society.

Publications: Birdwell discussed the impact of Open Access publications, and said that a list was maintained at Lund. NIH is now requiring all papers from funded research to be open access six months after publication. IEEE gets approximately 50% of its revenue from publications. It needs a strategy for transitioning to open access. One option discussed at IEEE is to charge \$2k to \$3k per paper for open access status.

Workforce Improvement: The IEEE TAB rejected a motion to fund a Disney World exhibit aimed at K-12 students. The IEEE BoD had approved the expenditure on the condition of receiving matching funds from industry. This was a "misdirected initiative," according to Birdwell. There is a worldwide problem attracting children to engineering. IEEE could do better by providing leadership to promote science and math in K-12. The CSS has made an impact on K-12 with the initiatives by Pasik-Duncan, Chair of the Technical Committee on Control Education. Birdwell encouraged more such activities from the society.

XELL: The IEEE Xplore – Enabled Learning Library is a new IEEE product to deliver continuing education electronically. The CSS is not doing so well in reaching one-half of its members (mostly non-academic professionals). There is a need for continuing education. The CSS can develop one to two XELL learning modules at no cost in 2005; the cost will be \$20k/1 hour module starting in 2006. The content must be peer-reviewed material for the XELL library, and CSS will need to establish a mechanism for this.

Birdwell then invited Ruspini to make some remarks on the IEEE Division X. Ruspini first talked about OFAC, mentioning President Winston's recent public message. Members in the affected countries are being upgraded in membership now, but no money can still be sent. The IEEE is working on these issues. Ruspini then mentioned that the IEEE Press is going to continue to operate, and that the IEEE needs to have a presence in this market. Ruspini then talked

about marketing and the importance of the volunteer-staff interactions. If the society sells IEL subscriptions, it will get a 14% commission. This is a way for societies to make money. Ruspini then discussed the IEEE guidelines on plagiarism and multiple submissions. He also discussed the IEEE's financial status. The infrastructure cost was reduced. The BoD has approved new ways to fund new initiatives. The reserves are greater than 50% of the expenses. The BoD had spent 3% of its reserves on new initiatives. A new rule will go into effect allowing societies and chapters to spend 1% of this if they are "doing well." Ruspini then discussed the position of the Division X Director. He said that changes are needed to the TAB structure. He is interested in seeing what can be done to increase the interaction between volunteers and staff. He thought that a 3-year term would be better for the division directors. There is now a new position of Division Director Elect (one year term). He encouraged the BoG to submit names and to vote in the election. He said that typically 14% of the IEEE members vote in the general elections, but only 7% voted in the 2004 Division Director elections. Baillieul thanked Ruspini for coming to both the CDC and ACC this year to speak to the BoG. Birdwell closed his report with saying there would be new policies for technical co-sponsorship. He also announced that Schrader was elected to the IEEE TAB Nominations & Appointments Committee as Society/Council Presidents Representative.

Report of the Awards Committee

Antsaklis said that the awards ceremony is on track. The list of awardees is in the BoG Reports and will be printed in the Control Systems Magazine.

Report of the Vice President, Financial Activities

Castanon did not have anything to add from the discussion for the finance motion above. The membership rates will stay the same in 2006.

Report of the Vice President, Technical Activities

Krstic was happy to report that he received 11 reports from the Technical Committees this time. This shows that 2/3 of the Technical Committees are active. The TC on Robust Control will be discontinued due to lack of activity. There are also four new TC Chairs for 2005. Birdwell said he was pleased to see so many reports. He added that each TC is expected to be active and to send in reports for each BoG meeting.

Report of the Vice President, Conference Activities

Djaferis said that ISIC 2004 was successful. The CEB is working well. He thanked everyone who has been associated with conference activities for their efforts. Djaferis then asked for conference updates from the floor. Valcher, Area Editor for the CDC-ECC'05, reported that the Program Committee structure has been finalized. There is one Program Chair and two Program Vice-Chairs. The committee met at MTNS in July and again at this meeting. There is now a manual with instructions. The invited sessions will be treated separately for

reviews. There will be help on-line for area editors and associate editors. Misra added that the copyright issue between the IEEE and ECC has been resolved. Birdwell asked that a copy of this "best practices" manual be put in the CSS archives. Misra, General Chair for the CDC'06, and Middleton, Program Chair for CDC'06, said that everything is on track. The Program Committee will look at the borderline paper cases. Misawa, General Chair for ACC'06, said that they were in the process of forming the Program Committee.

Report of the Vice President, Publication Activities

Baillieul said that all publication reports are in the BoG Reports document.

Report of the Vice President, Member Activities

Middleton presented the results from an IEEE survey. Membership is decreasing. Birdwell asked about the Distinguished Lecturer subcommittee. Middleton said that the MAB is working on this. Birdwell asked if any areas were not being served by the DL program. Middleton reminded everyone that the procedure is to ask the DL and the Chair of the DL subcommittee when requesting a lecture.

Report of the Secretary-Administrator

Bushnell noted that the next BoG meeting would be held on Tuesday, June 07, 2005, at 1:00 P.M. in Portland, OR at the 2005 ACC.

New Business

Birdwell briefly mentioned the current legal dispute between National Instruments and Mathworks. This could have a big impact on the CSS community.

Adjournment

Birdwell thanked the members of the Board of Governors and visitors for attending the meeting. Certificates were given out to all BoG members who were finishing their term. Spong thanked Birdwell for representing the CSS well at the IEEE TAB meetings. Ruspini added a special thanks to Birdwell, whose efficiency made the job of Division X Director easier. Spong also thanked Schrader for her 10 years of service on the BoG. On the motion of Schrader, the meeting was adjourned at 4:40 PM.

L. G. Bushnell, IEEE CSS Secretary-Administrator, January 13, 2005.