

## Minutes of the Control Systems Society Board of Governors Meeting December 08, 2008 Cancún, Mexico

### *Call to Order and Approval of Agenda*

D. Castañón called the meeting of the Control Systems Society (CSS) Board of Governors (BoG) to order at 1:05 PM on December 08, 2008, and asked the attendees to introduce themselves. The following members of the BoG were in attendance: Eyad Abed, Frank Allgöwer, Panos Antsaklis, Gary Balas, Dennis Bernstein, Francesco Bullo, Eduardo Camacho, Christos Cassandras, David Castañón, Edwin Chong, Warren Dixon, Theodore Djaferis, Francis Doyle, Jay Farrell, Masayuki Fujita, Shuzhi Sam Ge, Bonnie Heck, João Hespanha, Zongli Lin, Eduardo Misawa, Yoshito Ohta, Thomas Parisini, Marios Polycarpou, Tariq Samad, Anna Stefanopoulou, Jing Sun, Mario Sznaier, Dawn Tilbury, Claire Tomlin, Elena Valcher, Hua Wang and Yutaka Yamamoto.

Quorum was established and the agenda was approved prior to the meeting with unanimous consent. Next, the minutes of the BoG meeting of June 10, 2008, held in Seattle, WA, USA were approved unanimously.

Castañón introduced distinguished visitor J. Roberto DeMarca, IEEE VP Technical Activities, and thanked him for attending the CSS Board of Governors' meeting. During the meeting R. DeMarca made a short presentation to BoG.

Additionally, the following visitors attended the meeting: S. Hara, J. Pratt, and R. Tempo.

### *Action Items*

#### *Constitution, Bylaws Changes*

The Bog approved three changes to the CSS Constitution and two changes to the CSS Bylaws. These changes will be posted in the Magazine for one month before becoming active. The revised articles are as follows.

(1) **CSS Constitution, Article VIII, Section 4** - A majority of voting members of the Board of Governors or any committee thereof shall constitute a quorum. In any meeting with a quorum, the vote of a majority of the votes of the members present and entitled to vote, at the time of vote, is sufficient for passage of any motion within the domain of the Board of Governors, except for passage of Amendments to the Society Constitution or Bylaws which require a two-thirds vote of those members of the Board present at the meeting.

Rationale: clarifies the definition of quorum and voting members of BoG and extends the definition to committees.

(2) **CSS Constitution, Article VIII, Section 6** - The Board of Governors or any committee thereof may meet and act upon the vote of its members by any means of telecommunication.

The normal voting requirements shall apply when action is taken by means of telecommunications equipment allowing all persons participating in the meeting to hear each other at the same time. The Board of Governors or any committee thereof may take action without a meeting if applicable (e.g. email voting, mail correspondence), if in the opinion of the President of the Society matters requiring action can be adequately handled in that manner. An affirmative vote of a majority of all the members of the Board of Governors or any committee thereof is necessary for approval of actions handled in this manner, except for Amendments to the Society Constitution or Bylaws which require a two-thirds vote of all the members of the Board of Governors for passage. The results of the vote shall be confirmed promptly in writing or by electronic transmission. The writings and/or electronic transmissions shall be filed with the minutes of the proceedings of the Board of Governors or any committee thereof. "Electronic transmission" means any form of electronic communications, such as email, not directly involving the physical transmission of paper, that creates a record that may be retained, retrieved, and reviewed by a recipient thereof, and that may be directly reproduced in paper form by such a recipient.

Rationale: Defines rules for participant meetings such as teleconferences, and extends the rules to all committees. Also provides for communication of results by electronic transmission instead of by writing, which is our common practice.

(3) **CSS Constitution, Article VIII, Section 8** - The presiding officer of the Board of Governors or any committee thereof shall have no vote on the Board of Governors or any committee thereof except if the vote is by secret ballot or unless the Presiding Officer's vote can change the outcome of the vote.

Rationale: This conforms to nonprofit board guidance by limiting the influence of the president or chair of the committee on the votes of its members. In essence, the Chair will only cast a vote to break a tie, and will wait for the votes to be counted before voting.

(4) **CSS Bylaws, Article I, Section I** - The Nominating Committee for each year shall be appointed during the preceding year by the President-Elect, with the approval of the Board of Governors. That committee shall consist of a Past President as Chair and four or more members of the Society not more than half of whom are elected members of the Board of Governors. In the event of the incapacity or conflict of interest of the Chair, the most recent Past Chair of the Nominating Committee available shall be the Chair of the Nominating Committee. With extenuating circumstances, a different individual may be appointed to this position. Chairs shall not be eligible to be elected to the Board of Governors

during their term of service. Members of the Nominating Committee will not be eligible to be elected to the Board of Governors or as officers of the society while serving on the Nominating Committee. A member of the Nominating Committee may be nominated and run for a position for which the Nominating Committee is responsible for making nominations only on the following conditions (i) the nomination is not made by a member of the same Nominating Committee and (ii) the member resigns from the Nominating Committee prior to its first meeting of the year in which the nomination shall be made.

Rationale: clarifies how a member of the Nominating Committee may be nominated for office and clarifies succession in case the Chair is unable to participate.

**(5) CSS Bylaws, Article to change Article I, Section 2 -**

On or before February 15 of each year, the Executive Director shall notify all members of the Society, through a Society publication sent to all members, that nominations for election to the Board of Governors may be made directly to the IEEE by petitions signed by 2% of the members of the society. The number of signatures required on a petition shall depend on the number of eligible society voters, as listed in the official IEEE membership records at the end of the year preceding the election. Prior to submission of a nomination petition, the petitioner shall have determined that the nominee named in the petition is willing to serve, if elected; evidence of such willingness to serve shall be submitted with the petition. Signatures can be submitted electronically through the official IEEE society annual election website, or by signing and mailing a paper petition. The name of each member signing the paper petition shall be clearly printed or typed. For identification purposes of signatures on paper petitions, membership numbers or addresses as listed in the official IEEE membership records shall be included. Only signatures submitted electronically through the IEEE society annual elections website or original signatures on paper petitions shall be accepted. These petitions must be received by the Control Systems Society Executive Director by March 15. Members shall be notified of all duly made nominations prior to the election.

Alternatively, nominations may be made directly to the Control Systems Society's Nominating Committee by petitions signed by 25 members of the society by March 15. Prior to submission of a nomination petition, the petitioner shall have determined that the nominee named in the petition is willing to serve, if elected; evidence of such willingness to serve shall be submitted with the petition. Signatures can be submitted electronically or by signing and mailing a paper petition to the chair of the Nominating Committee. The name of each member signing the petition shall be clearly printed or typed. For identification purposes, membership numbers must be included. These petitions must be received by the Nominating Committee Chair by March 15.

Rationale: The changes define the total membership in the previous year as the basis for determining the 2%. It also explicitly states the requirement that nominations that successfully go direct-

ly to IEEE will be included in the ballot. The second paragraph is our addition to allow for nominations with 25 member signatures to be sent to the Nominating Committee, which can then (at the discretion of its members) add the nominee's name to the slate of candidates submitted to IEEE.

**Appointments**

Tariq Samad presented new and continuing appointments for 2009 via a slide presentation. Samad reminded BOG the bios were available in the BoG report, accessible at [http://www.cdsp.neu.edu/CSS/bog\\_info.htm](http://www.cdsp.neu.edu/CSS/bog_info.htm) that he hoped they had been able to review beforehand. The BoG unanimously approved all of the continuing office holders and the following appointments with little discussion.

In addition to the continuing appointments, the appointments approved for 2009 are as follows:

- **Board of Governors:** Samad informed the BoG that he was appointing the following members to the Board for 2009: Daizhan Cheng, Karl Henrik Johansson, Alkis Konstantellos, Lalit Mestha, Mark Spong, Mathukumalli Vidyasagar. Since these are appointed positions, BoG approval was not required. The BoG supported the appointments and welcomed the slate of newly appointed BoG members.
- **Board of Governors Elected (3 year terms)** Gary Balas, Masayuki Fujita, Oscar Gonzalez, João Hespanha, Ilya Kolmanovsky, Rick Middleton. These appointments were also presented as an informational item; they were determined through the BoG ballot earlier in the year.
- **Nominating Committee:** Tariq Samad proposed that the 2009 CSS Nominating Committee chaired by David Castañón have the following members: Panos Antsaklis, Ted Djaferis, Tariq Samad (by virtue of being the president), Mark Spong and Roberto Tempo.
- **Chair of the Standing Committee on Awards:** Ted Djaferis
- **Editor-in-Chief, IEEE Transactions on Control Systems Technology, effective summer 2009:** Thomas Parisini
- **Chair, Conference Editorial Board, effective June 2009:** Alessandro Astolfi
- **Editor, Electronic Publications and e-letter:** Magnus Egerstedt
- **Long-Range Planning Committee:** John Baillieul, Tamer Basar, David Castañón, Ted Djaferis, Tariq Samad, Yutaka Yamamoto.

- **Chairs of Standing Committees:**  
Electronic Information – Magnus Egerstedt  
Student Activities – Sandra Hirche
- **Chairs of Technical Committees:**  
Automotive Controls – Francesco Borrelli  
Intelligent Control – Kevin Moore  
Manufacturing Automation and Robotic Control – Jorge Cortes  
Nonlinear Systems and Control – Dragan Nesic  
Variable Structure and Sliding Mode Control – Sarah Spurgeon
- **Member of IEEE-USA Committee on Transportation Policy:** Steven Shladover
- **Award Subcommittee Chair, TCST Outstanding Paper Award Subcommittee:** Richard Braatz
- **Associate Editors for the IEEE Transactions on Control Systems Technology:** Angelo Alessandri, Francesco Basile, Zhiwei Gao, Constantino M. Lagoa, Antonio Loria, Ciro Natale, Maria Prandini, Sergio M. Savaresi, Subbarao Varigonda, N. Eva Wu, Lihua Xie
- **Associate Editors for IEEE Control Systems Magazine:** Luigi Del Re, Maryam Khanbaghi, Jonathan How, Marco Lovera (corresponding editor for Europe and Africa), Abdullah Al Mamun (corresponding editor for Asia and Australia), Changyun Wen
- **Associate Editor for the IEEE Transactions on Automatic Control:** Hideaki Ishii

#### *CSS Task Force on Outreach*

T. Samad reported on the CSS Task Force on Outreach. He informed BoG that the CSS Task Force on Outreach was established last year with the objective of developing recommendations for the controls research community in general, and CSS in particular, on the following two topics:

- Developing Web and Internet content in systems and control to promote our field and to attract members to CSS.
- Better engaging industry, especially for attracting members and volunteers from industry and for facilitating better connections between academia and industry.

Task Force participants (60+) were identified through CSS BoG, ExComm, and other professional contacts. Gary Balas agreed to serve as Task Force co chair. Meetings were held at the 2008 American Control Conference, the 2008 Multi-conference on Systems and Control, and the 2008 Conference on Decision and Control.

Based on discussions at these and other meetings and via e-mail, recommendations for projects and other activities have been developed. T. Samad then proposed the following motion.

**Motion:** To approve the following recommendations from the CSS Task Force on Outreach:

- Survey and suggestions for controls curricula. (Lead: Jeff Cook, Univ. of Michigan)
- Organization of a workshop on industry/university/government collaborations in control. (Lead: Gary Balas, Univ. of Minnesota)
- Design and implementation of a revitalized Website for CSS. (Lead: Magnus Egerstedt, Georgia Institute of Technology)
- Development of a Chinese language version of the CSS Website. (Lead: Yi Huang, Chinese Academy of Sciences)
- Establishment of a LinkedIn group for Control Systems Society. (Lead: Richard Murray, California Institute of Technology)

Financial Impact: \$110K

The recommendations were approved with unanimous consent of the BoG.

#### *Financial Activities Motion*

Vice President, Financial Activities Eyad Abed presented a Budget Motion for 2010

- All membership fees to remain the same as 2009.
- All subscription fees to remain the same as 2009, except that electronic subscriptions to all CSS publications will be free to CSS members

The motion was passed with unanimous consent.

#### *Conference Activities Motions*

Vice President, Maria Elena Valcher presented the following motions from the Conference Activities Board.

#### *Motion to approve MSC 2010 preliminary budget*

The first motion was to approve the budget for the MSC 2010. E. Valcher, Vice President Conference Activities introduced Masayuki Fujita, MSC 2010 General Chair, who presented the budget parameters. After a few minor clarifications about how various income and expense categories are defined on the IEEE budget sheet, the BoG approved the budget with unanimous consent.

#### *Motion to approve the General Chair and Conference Venue for MSC 2011*

The BoG approved Kimon Valavanis (University of Denver, Denver, CO) as General Chair MSC 2011.

The BoG approved Denver as the MSC 2011 Conference Venue. After some discussion and questions regarding the use of the Marriott at the Denver Tech Center as the conference hotel, the motion was approved with one dissension.

*Motion to approve CDC-ECC 2011 Program Chair*

The BoG approved Marios Polycarpou (KIOS Research Center for Intelligent Systems and Networks, Nicosia, Cyprus) as Program Chair for CDC-ECC 2011. Valcher communicated to the BoG that the appointment of Polycarpou as CDC-ECC 2011 Program Chair had already been approved by EUCA, as agreed about in the MOU between CSS and EUCA regarding this conference.

*Motion to approve CDC 2012 General Chair*

The BoG approved Jay Farrell (University of California, Riverside) as CDC 2012 General Chair.

*Motion to approve MSC 2013 General Chair, Vice General Chair, Conference Venue*

The BoG approved M. Vidyasagar (Tata Consultancy Services Limited, Hyderabad, India) as MSC 2013 General Chair.

The BoG approved Pradeep Misra (Wright State University, Dayton, OH) as MSC 2013 Vice General Chair.

The BoG approved Hyderabad, India, as MSC 2013 Conference Venue. M. Vidyasagar made a presentation in support of this motion, highlighting the accessibility of Hyderabad, the availability of conference facilities and hotels, the clement weather, and the potential of attracting conference participants from both academia and industry.

*Motion to approve MSC 2014 General Chair and Conference Venue*

The BoG approved Dominique Sauter (University Henri Poincaré, Nancy, France) as MSC 2014 General Chair.

BoG approved Nice, France as the site for MSC 2014.

Next, E. Valcher presented a motion to approve new text in the Instructions for Authors for first submission at CDC and MSC conferences.

*Motion to approve certification texts for submission to CDC and MSC Conferences*

By uploading this manuscript, I certify that

(1) the manuscript is submitted with the full knowledge and consent of all co-authors (if any), and that I will keep my co-authors informed of all correspondence about the manuscript.

(2) ) this submission represents original work that neither has appeared or has been accepted to appear elsewhere for publication, nor is simultaneously under review for another publication, in its current form. I certify that if this submission contains any of the coauthors' previously published work(s) as a basis for this new submission, I have cited the previous work(s) and have indicated how the new submission offers substantive novel contributions beyond those of the previously published work(s).

I also understand that

(1) by submitting my manuscript through the CSS conference paper management system, I am permitting the CSS to access my contact information and research interests. I understand that this data may only be used by the CSS designated users to contact me regarding future events sponsored by the society and to assist its editorial board to identify qualified reviewers for peer review of submissions to its conferences and journals.

(2) I agree to comply with the conference registration policy. Further, if my manuscript is accepted by the conference, I or one of my co-authors or colleagues will attend the conference to present the paper. In the event I am unable to attend the conference for any reason, it is my responsibility to ensure that the paper is presented at the conference, either by one of my co-authors or by a qualified colleague.

(3) the decision regarding the acceptance of my manuscript and the possible scheduling in the conference program is at the discretion of the conference's Technical Program Committee.

The motion to approve certification texts for submission to CDC and MSC Conferences was approved by BoG.

The next motion from Conference Activities generated considerable discussion.

*Motion to initiate caps on paper uploads per registration*

Valcher presented a motion to limit the number of paper uploads that can be done for CSS conferences with one full paid registration to 4. Each additional paper upload would require an additional payment of one-half of the full registration fee.

Valcher explained that the motion is in response to authors abusing the system. Gary Balas inquired whether there is data available showing the distribution of number of papers/authors and what will be the impact of the motion on submissions. David Castañón indicated that another motivation for the motion is the difficulty entailed in arranging reviews for a large number of papers submitted by just a few authors and noted that the motivation is not financial. A case of one person submitting close to 50 papers to ACC was brought up. Francesco Bullo questioned the impact of

the motion on advisors who regularly bring students to the conference and now would have to pay additional fees. Ted Djaferis indicated that the motion also seeks to avoid the adverse effect on the program of having one person with too many presentations. David Castañón indicated that the idea is to have authors participate more in sessions rather than running in and out to present multiple papers. Dennis Bernstein asked whether under the proposed motion an advisor that has 5 students papers would have to pay 1 and ½ registration fees. David Castañón confirmed this impact.

Bonnie Heck and Dawn Tilbury indicated the need to look at the distribution of papers/author before deciding on a cap. David Castañón suggested allowing students to upload an unlimited number of papers as long as the advisor is registered. Given the proximity of the submission deadline for CDC'09 and the lack of consensus, H. Wang moved to table the motion and continue the discussion via email. Motion to table was seconded by Eyad Abed and Gary Balas, and approved with 15 votes in favor and two against.

#### ***Other motions***

Jay Farrell, Vice President, Technical Activities proposed motions for IEEE CSS Awards.

*Motion to request IEEE approval for a permanent IEEE CSS Award for Technical Excellence in Aerospace Control.*

Farrell informed BoG that this award has already been approved, in concept, by ExComm and BOG. The TC Aerospace Controls has authority to approach potential sponsors. Next Farrell presented a proposal which has been revised to address previous ExComm/BOG questions and stated the TC Aerospace Controls will begin approaching potential award sponsors in 2009-2010. First award date is TBD.

David Castañón pointed out this award would create closer ties to industry.

BoG gave its approval to request IEEE's approval for a permanent IEEE CSS Award for Technical Excellence in Aerospace Control.

Farrell also discussed that CSS plans to initiate a "Transition to Practice" award as a permanent award, replacing the Translational control Research (TCR) award that was approved on a one-time basis for MSC 2007 and MSC 2008. Xerox has funded these one-time awards both times. Because of the expected delay in getting official approval and attracting funding for the permanent award, two separate motions were presented, one for the permanent award and one for another one-time award associated with MSC 2009.

*Motion to approve the IEEE CSS Transition to Practice Award as a permanent award.*

IEEE approval is required for the permanent award and is hoped to be obtained in 2009. The CSS President will appoint a committee to approach potential award sponsors during 2009. The goal is to initiate the permanent award at MSC 2010. Xerox has agreed to contribute \$15,000 toward the endowment required for the award.

*Motion to approve the 2009 IEEE CSS Transition to Practice Award as a local (i.e., one time) award with support from CSS not to exceed \$5000.*

The award will be organized as described in the permanent award proposal, but is proposed separately due to the expected delay in getting official approval and attracting funding for the permanent award. The winner will be announced at MSC 2009 and will give an award lecture at MSC 2010.

Gary Balas was concerned this award would overlap with IEEE Control Systems Society Awards. Jay pointed out that the IEEE CSS Bode award is for theoretical contributions and the IEEE Control Systems Technology award is for contributions to control systems technology, while the IEEE CSS Transition to Practice Award is for transitioning of control theory into practice with demonstrated impact to society. Farrell noted that the IEEE CSS Control Systems Technology award is given out to recognize outstanding contributions to control systems technology either in design and implementation or project management. It is for development of technology. Unlike IEEE CSS Control Systems Technology Award, this award is for an individual or team of researchers who take the next step to effectively transition the technology to practice to produce demonstrated impact to the society at large.

BoG approved both the permanent award and one-time award motions above.

#### ***Publication Activities Motions***

Yutaka Yamamoto, Vice-President, Publication Activities Board presented a motion for handling plagiarism issues related to CSS publications.

*Motion to approve guidelines for handling plagiarism.*

Yamamoto noted that these guidelines are for handling complaints on plagiarism pertinent to IEEE CSS publications (i.e., Trans. on Automatic Control, Trans. on Control Systems Technology, Control Systems Magazine, and CSS sponsored conference proceedings, i.e., CDC and MSC).

The motion passed with unanimous consent.

*Motion to join other IEEE Societies in reestablishing the W. R. G. Baker Prize for outstanding fundamental contributions by a paper in an IEEE journal. Financial Impact: \$20,000 or less.*

There is an existing W. R. G. Baker award, but it has not been issued in nearly a decade. The award is for an outstanding paper in any IEEE publication. The prize is \$5,000 plus travel expenses to a conference to receive the award. The eligibility window is 3 – 5 years prior to nomination. For the reestablished award, nominations will be sought from editors, society boards, and members. A selection committee will be convened from sponsoring societies. The goal is to seek IEEE approval by February 2009 and to establish the award committee and procedures in the summer of 2009.

The Baker Award was approved with majority decision. D. Bernstein opposed.

#### *Upload of Student Paper*

##### *Motion for upload of Student Papers at CSS Conferences.*

A student registration may be used to upload a paper to a CSS conference when all of the co-authors of the papers are students. A maximum of two papers may be uploaded by the same student registration. Financial impact: An adverse impact of \$5000 to the conference income is expected, based on an anticipated 20 students taking advantage of this upload opportunity. Discussion: Current policy: upload authors must pay regular registration, and will have a maximum of four papers. ExCom wanted to support student authors and eliminate potential financial penalty in the rare case of sole student authors or teams of students.

The motion passed with unanimous consent.

#### *Motions Approved by Email*

In order that motions passed via email votes are formally recorded in CSS archives. We provide here a list of motions that were discussed and approved between the June and December BoG meetings.

##### *Motion to approve Patrizio Colaneri as an emergency TAC AE replacement*

This nomination was endorsed by ExComm and on September 19, 2008 we began a BOG one-week email discussion on this motion which was followed by a BOG vote with an October 1, 2008 deadline. The motion passed.

##### *Motion to appoint Faryar Jabbari as CDC-CCC 2009 Program Co-Chair*

This motion was endorsed by ExComm and on July 9, 2008 we began a BOG abbreviated email discussion on this motion which was followed by a BOG vote with a July 19, 2008 deadline. The motion passed.

## **Activity Reports**

### **Report of the President**

Castañón shared with the BoG major highlights from 2008.

This was a busy year for CSS and its volunteers, which encountered a number of unusual operational, political and financial developments. In the presence of much uncertainty, it was a year for consolidating activities in order to lay the foundation for future initiatives within our society. The year started with the introduction of a new position, the Control Systems Society Executive Director, which was filled by Mario Sznaiier, with assistance by Joan Pratt. It took some time to get this position established contractually with IEEE, and then to integrate the position into CSS operations. Mario and Joan are now in full function and have provided valuable service to CSS throughout the year.

Two years ago, CSS made the decision to host the 2009 CDC in Shanghai, China. We subsequently developed and signed an agreement to make the CDC a joint conference with the 2009 Chinese Control Conference. This past year, we received a major surprise when the Government of China denied our request to host the 2009 CDC in Shanghai. This forced General Co-Chairs Lei Guo and John Baillieul to scramble looking for alternative locations as well as to go through numerous steps to obtain the eventual government approval that was granted this fall. This led to significant delays in finalizing hotel contracts and conference arrangements. Fortunately, it appears at this time that most of the political hurdles are behind us, and we are looking forward to the next milestone, which will be the submission of papers in February, 2009. The Program Co-Chairs Daizhan Cheng and Faryar Jabbari are anticipating a large number of submissions and have made arrangements to complement the efforts of our Conference Editorial Board with program committee members.

We hosted the second Multi-conference on Systems and Control (MSC) on September 3-5 in San Antonio, TX. The first MSC was held in Singapore in 2007, and had a strong attendance. This past year, the MSC had significant competition from the Dynamics, Systems and Control conference held in Ann Arbor, MI, sponsored by the American Society of Mechanical Engineers (ASME). The resulting attendance was lower than expected, and started a set of discussions with ASME concerning possible combinations of the two conferences when they are both held in the United States. A highlight of the MSC08 was the presentation of the 2008 Industry Award for Excellence in Translational Control Research. The award was established to recognize an individual or a team of faculty researchers whose research activity arising from industry-university collaboration has produced substantive results with demonstrated impact, and was funded by the Xerox Corporation. We are pursuing the establishment of this award as a new Society award, to be presented annually at MSCs.

Another major accomplishment this year was the development of a plan for replacing the outgoing editors of our IEEE Transactions on Automatic Control. This has led to the appointment of Panos

Antsaklis as editor-elect. One of his main responsibilities will be to evaluate changes to the editorial structure of the Transactions in order to keep up with the increasing number of submissions. In addition, Magnus Egerstedt will be succeeding Pradeep Misra as chair of the Electronic Information Standing Committee, and will become editor of the CSS e-letter. We also found a replacement for Frank Doyle as Editor of the Transactions on Control Systems Technology; Thomas Parisini has agreed to become the new Editor. Of course, this required someone else to replace Thomas as Chair of the Conference Editorial Board. Alessandro Astolfi has agreed to become the new Chair of the Conference Editorial Board.

This year we have finalized our bylaws and our constitution modifications to conform to the standards set by IEEE. Together with other IEEE societies such as Information Theory and Signal Processing, we have convinced IEEE to re-establish the IEEE Baker Prize as an award given to the best theory paper in an IEEE Transactions. This award will evaluate nominations from different societies (e.g. our Axelby award winning papers) and use a multi-society evaluation committee to select the award winner this year. The award was last presented in 2001.

On the financial front, the events of the past quarter that have affected investment markets around the world have reduced significantly the reserves of the IEEE and the societies. Our society continues to have a strong financial footing, with successful journals and conferences. As a result, we have continued to improve the benefits provided to our members, including free online access to our conferences and our journals. Our task force on outreach, led by Tariq Samad, has identified several initiatives to improve our visibility and our service to our members that we will be discussing at the Board of Governors. However, the overall fiscal situation of several other IEEE societies as well as IEEE will result in limits on our abilities to use our reserves. In addition, IEEE will be making changes to the conference revenue distribution program that will affect adversely our conference income from electronic package sales. Thus, we enter next year facing an uncertain financial situation, but backed with a strong set of reserves that will allow us to entertain new initiatives as deemed desirable by our Board of Governors.

In closing, I want to extend my gratitude to those of you who make our Society function smoothly. I have always appreciated our society's volunteer involvement and the breadth of our research interests. I was very pleased to see the quality and volume of service provided by our volunteers this past year. In every instance I saw a quest for excellence, fairness, and a dedication to service that was humbling. I take great pride in contrasting the quality of our meetings and publications with those of other IEEE societies, and I enjoy our regular gatherings at conferences where we bring our diverse techniques and applications to the attention of our community. I look forward to our continued collaborations in our Society in the years to come.

#### *Report of the Vice President, Financial Activities*

E. Abed presented the financial activities report. E. Abed informed BoG the financial operations of the IEEE Control Systems Society are proceeding smoothly and the Society is in a healthy state financially. The Society's reserves are down in line with the drop in the overall stock market this year, but the reserves remain healthy as measured by the reserves to expenditures ratio, which is well above what is required by IEEE guidelines. The Society continues to expect a surplus from operations both in 2008 and 2009. This is a result of the Society's financial benefit from the demand for its publications in IEEE Xplore and of well planned and executed conferences.

Currently, master services agreements and editorial services agreements are either being renewed or new ones established for the vendors and universities who are providing significant services to the Society. Agreements with new entities are being established due to several rotations in editorships and service providers are occurring in 2009.

Board of Governors members are reminded that the Society offers partial travel reimbursement for attendance at BoG meetings in the amount of \$500 for domestic travel and \$800 for international travel. The latest (2008) IEEE reimbursement form should be used to claim a reimbursement; this form can be downloaded from the IEEE web site. Note that the private automobile mileage reimbursement rate is \$0.585/mile (or \$0.363km) for all travel between June and December of 2008.

#### *Report of the Vice President, Technical Activities*

Jay Farrell presented proposals for new awards. Farrell then discussed a financial plan. Our current plan is to raise a \$50,000 endowment to fund the award in perpetuity resulting in an annual pay out of approximately \$1500/year which would be used for (1) a certificate laminated on a plaque, (2) a stipend to help offset travel expenses to the conference venue where the award is given.

#### *Report of the Vice President, Conference Activities*

M.E. Valcher presented an overview of current activities. Our conference activities appear to be running well, and planning for future conferences is under way. Motions to be approved by the BoG have been prepared regarding the CDC-ECC 2011 Program Chair, the CDC 2012 General Chair, and the rules regarding registration fees at the two CSS sponsored conferences: CDC and MSC. All these motions have been endorsed by ExComm in the November meeting. Two proposals one for hosting the MSC 2013 in India and one for hosting the MSC 2014 in France were presented and approved by the BoG.

### *Report of the Vice President, Publications Activities*

Y. Yamamoto explained the overflow of loads (immense submission increase in TAC), and also explained the new editor system, as well as terminating the AEAL system. Under the present system Full Papers and Technical Notes are initially processed by the Editor In Chief (EIC) (about 600) and the Editor for Technical Notes and Correspondence (ETNC) (about 850). Under the proposed structure, the positions of ETNC and Associate Editors at Large (AEAL) will be eliminated and papers will be processed by the EIC and 4 Senior Editors (approximate load: 290 papers per person). The functions and numbers of all AEs will remain the same. Y. Yamamoto also explained that the editor team and ExCom are working on a more detailed implementation, which was yet to come in 2009. Y. Yamamoto also highlighted major items from reports received, as noted below.

#### **Publication highlights**

- All publications are operating smoothly with relatively minor or no backlog. Some have minor increase compared to the last year, but this is more or less under control by the page budget increase.
- Since January 1, 2008, the TAC papers (both regular papers and technical notes) are handled by the new system through Paperplaza (*IEEE Transactions on Automatic Control On-line (TACO)*) :  
<http://css.paperplaza.net/journals/tac/scripts/login.pl>  
This link can be tracked through the CSS Web page. The new system handles correspondence only through web pages, and greatly streamlines information exchange among editors, AEs and authors. For this reason, a hard copy archive is no longer maintained at the office of the ETNC, and papers are printed only in special cases.
- The efforts of Huibert Kwakernaak and Pradeep Misra are gratefully acknowledged.
- Submissions to TAC in 2007 recorded 500 regular-paper manuscripts. Submissions to TAC in 2008 recorded 589 regular papers and 844 technical notes. This is a record high number, breaking the record high of 658 established in 2004. In the last few years, there is a continuous trend of increase in submissions to Technical Notes.
- There have been 414 submissions to TCST up to October 14 in 2008, more or less comparable to that of 2007 (545 in total), but perhaps a bit less.
- The average submission-first decision periods are approx. 6 months for TAC, and 3-4 months for TCST.

- The backlog for TAC is about 7-8 months now.
- The page budget for TAC is 2700 pages for 2008, will remain the same for 2009, and 1410 (1412 pages – actual) for TCST (increased by 200 from last year) and will be 1500 for 2009.
- Each of our publications has featured and/or has in process one or more special issues:
  - TAC: Systems Biology (Systems Biology (Guest Editors: Mustafa Khammash, M. Vidyasagar, and Claire Tomlin) published in January 2008 jointly with the *IEEE Transactions on Circuits and Systems, Part-I* ); Positive Polynomials in Control (Guest Editors: Graziano Chesi and Didier Henrion) is scheduled for May of 2009)
  - CSM: Modeling of Friction, parts I and II (Oct. & Dec. 2008; guest editor, Warren Dixon); Applications of Hysteresis (Feb. 2009), Hybrid Systems (April 2009); Date TBD: Kalman filter theory, applications, history – planned; Date TBD: Active Safety - planned.

#### **CSS Website redesign**

A new redesigned IEEE-CSS Website ([www.ieeecss.org](http://www.ieeecss.org)) is now working in full capacity, and provides various functionalities. It is expected that it gives a more flexible and easy-to-use features for maintenance and for updating.

### *Report of the President Elect*

Tariq Samad discussed 2009 BoG Meetings and Activities. He stated a desire to discuss how the Society can make better use of the Board of Governors, in terms of the format and content of the biannual meetings as well as other interactions. In addition, he solicited ideas for improving other aspects of CSS operations and for making the Society more valuable to its members and to the controls research community generally.

#### **Adjournment**

Castañón reminded the BoG that the meeting will be held on Tuesday, June 09, 2009, at 12:00 P.M. in Saint Louis, MO, USA, at the Hyatt Regency St. Louis Riverfront.

Castañón thanked the members of the Board of Governors and visitors for attending the meeting. The meeting was adjourned at 6:00 PM.