

**Minutes of the Control Systems Society
Board of Governors Meeting on December 3, 2001
Hyatt Regency Grand Cypress, Orlando, FL, USA**

Call to Order and Approval of Agenda

J. Rugh called the meeting of the Control Systems Society's (CSS) Board of Governors (BoG) at 1:00pm on December 3, 2001, asked for everyone to introduce himself or herself. The following members of the BoG of the CSS attended the meeting: J. Baillieul, T. Başar, J. D. Birdwell, L. Bushnell, E. Camacho, C. Cassandras, R. DeCarlo, T. Djaferis, M. Gevers, S. Hara, H. Khalil, M. Krstic, K. Loparo, R. Middleton, P. Misra, H. Nijmeijer, Ü. Özgüner, B. Pasik-Duncan, K. Rudie, W. J. Rugh, T. Samad, C. Schrader, L. Shaw, M. Spong, R. Tempo, G. Yen and J. Zhu. Additionally, the following visitors attended the meeting: I. Mareels, A. Varga, P. Antsaklis, T. Parisini and T. Fukuda.

Modifications/additions to the agenda were noted and the agenda was approved by unanimous consent. Next, the minutes of the BoG meeting of June 23, 2001 were approved by unanimous consent.

Special Report

Toshio Fukuda, IEEE Division X Director, joined us at our BoG meeting. Fukuda discussed the structure of the IEEE and the mission and goals of the IEEE Technical Activities Board (TAB).

Action Items

Appointments for 2002

Shaw presented the new appointments for 2002 via a color-coded roster. Bios for all of the candidates were given to the BoG before or at the meeting. The candidates left the room during these procedures. The BoG approved all of the following appointments unanimously.

Approval of Standing Committees

Shaw proposed names of chairs of 18 Standing Committees and one MAB subcommittee of the Control Systems Society, noting that chairs of 11 of them were continuing from the previous year. He pointed out that new chairs were P. Antsaklis for Awards, J. Figueroa for Chapter Activities, D. Lawrence for Conference Editorial Board, J. Chow for Conference Finance, R. Middleton for Conference Publication, H. McClamroch for Fellow Evaluation, E. Camacho for International Affairs and A. Perdon for Women in Control.

Approval of Awards Subcommittees

Shaw moved that the BoG approve the Awards Subcommittee chairs: A. Haddad for Axelby Award, S. Joshi for CSS Technology Award, P. Iglesias for CDC Best Student-Paper Award, S. Yurkovich for CSM Outstanding Paper Award, M. Spong for TCST Outstanding Paper Award, and L. Mestha for CCA Best Student-Paper Award.

Approval of Nominating Committee

Shaw moved that the BoG approve the Nominating Committee chaired by W. J. Rugh and consisting of L. Shaw, C. Schrader, M. Gevers and S. Yurkovich.

Approval of Technical Committee

Shaw proposed the names of the chairs for the 17 Technical Committees, noting that 14 chairs were continuing. The three new chairs approved are B. Pasik-Duncan for Control Education, A. Stankovic for Control of Power Systems and A. Bemporad for Hybrid Systems.

Editorial Appointments for the Transactions on Control Systems Technology for 2002

Shaw presented 3 names for new Associate Editors for TCST: I. Kolmanovsky, P. Menon and S. Peresada.

Editorial Appointments for the Transactions on Automatic Control for 2002

Shaw presented one AEAL nominee for the TAC: B. Krogh.

Appointment for Liaison Representatives

Shaw presented the nominees for the Liaison Representatives. New representatives are R. Kosut and B. Bamieh for the IEEE Nanotechnology Council, A. Isidori for the IEEE Press, IEEE Transactions on Image Processing and PAMI Editorial Board. The IEEE Neural Network Council is in the process of becoming a Society, so the BoG did not vote in any representatives. A new position was created for the IEEE-USA Committee on Communication in Information Policy, in which the new representative will be W. B. Gong.

Appointments for CEB

Shaw presented the 6 new CEB AEs: M. Basseville, L. Chisci, N. Hovakimyan, C. Rodarte, M. Taragna and L. Vlacic.

Update on DVD Project

Spong presented an update on the DVD archive project. This could be a source of income for the CSS. He presented options for purchasing the DVDs and opened the discussion to the BoG. The motion on the floor consisted of: That the BoG authorize up to \$75K in 2002 for the production of 2000 DVD sets for the CSS digital archive to be priced at \$100/members, \$250/non-members and a special price for members from developing countries. Questions were raised regarding a separate student price, library price, developing countries price, rights for the DVD, and how many to purchase. The BoG tabled the motion. A second motion, that the BoG authorize up to \$75K in 2002 for the production of DVD sets for the CSS digital archive, was approved. A third motion, that the sale prices for the DVD sets will be decided by the ExCom, with different prices set for members, non-members, libraries and members from developing countries. Member price NTE \$100, was approved by the BoG.

Production of Student Recruiting Brochure

Gevers presented the new Student Brochures that were designed by G. Yen, Chair of the Student Activities Committee. He asked for the BoG to comment on the brochures. Questions were raised to make sure the brochure applied to countries outside the USA. The BoG approved a motion to produce 10K copies of the brochure.

Streamlining Technical Committees

Baillieul presented two motions to eliminate the two positions of Liaison for New Technology Development and TAB Subcommittee on Technology Review. The BoG approved both motions.

Conference Activities Board Action Items

The BoG approved Okayay Kaynak as the General Chair of CCA 2003 with the venue in Turkey.

The BoG approved Li-Chen Fu as the Program Chair for the CCS 2004.

The BoG approved Sam Ge as the Program Chair for ISIC 2003.

The BoG approved Sam Ge as the General Chair for ISIC 2004 with the venue in Taipei, Taiwan.

The BoG approved Tariq Samad as the Program Chair for ISIC 2004.

The BoG approved that the CCA 2004 be held jointly with ISIC 2004 in Taipei, Taiwan, R.O.C. T. Parisini noted that the TC on Intelligent Control supports this joint conference.

The BoG approved the budget for the CDC 2003. J. Farrell, the Finance Chair for CDC'03 said that they expect a 14% surplus. Two hotels were needed to accommodate all of the conference rooms. There was some discussion on the fact that there will be no author breakfasts. Conference proceedings will only be printed for the IEEE. T. Djaferis reminded F. Lewis that the conference needs to match any NSF travel grants. F. Lewis mentioned the novel position of Education Chair, filled by B. Pasik-Duncan.

Constitution and Bylaw Changes

The BoG approved one change 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 V - Management and Officers, Section 1. The Society shall be managed by an Administrative Committee known as the Board of Governors, consisting of 18 members of the Society elected by the members of the Society, 9 Executive Officers as defined in Section 3, the Editor-in-Chief of each society publication, the E-Letter Editor, and 6 other members of the Society appointed by President-Elect.

(2) CSS Bylaws, Article I - Elections, Section 1. Nominating Committee. 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.

(3) CSS Bylaws, Article V - Standing Committees, Section 2. Awards Committee. This standing committee shall consist of the Awards Committee Chair, the chairs of subcommittees for awards pertaining to the CSS publications, conferences and other technical contributions as designated by the Board of Governors and other members, as suitable, appointed by the President-Elect. It shall report to the President, and shall be responsible for recommending various forms of recognition for noteworthy contributions to the fields of interest to the Society. It shall see that deserving members are nominated for the awards and prizes administered by IEEE and other relevant organizations.

Activity Reports

Report of the President

Rugh referred to his written President's report. Gevers was concerned about the IEEE interfering with the international efforts of the societies.

Report of the President-Elect

Shaw presented the names of the 2002 Appointed Members of the BoG: S. Banda, M. Ikeda, F. Lamnabhi-Lagarigue, I. Mareels, T. Parisini and A. Varga.

Report of VP Financial Activities

DeCarlo presented an update of the CSS finances. Loparo, Chair of the Conference Finance Committee stated that this position is for assisting past finance chairs with budgets and assistance in filing with the IEEE. This position also reviews budgets for presenting to the BoG. There is a Finance Handbook for Conferences that is linked to the CSS web site.

Report of VP Publication Activities

Spong referred the BoG to his written VP report. Misra presented his report on the Eletter, including comments on web page updates, on-line registration for conferences and the SCAD database.

Report of VP Member Activities

Gevers commented on his written report on the implementation of the Travel Support Program. Committees that have been very active include: History, International Affairs, Women in Control, Student Activities and Distinguished Lecturer. Djaferis commented that the details for the Travel Support Program should be discussed in detail with conference organizers. Spong noted that the Standing Committee on Awards would now be under the President's Report.

Report of VP Technical Activities

Baillieul referred to his written VP report.

Report of VP Conference Activities

Schrader noted that the CDC'99 is closed with an \$80K surplus and the CCA/CCSD'00 is closed with a \$13K surplus. She thanked Loparo for helping close out the conferences. The only open conferences are 2000 and 2001. The IEEE charges a late fee for closings greater than 12 months. Schrader thanked the four Conference Standing Committees for their work. Conference Administration has helped with hotel contracts;

Conference Finance has a new handbook that will be posted on the CSS web site soon; Conference Publications is working on a new web site; the CEB is undergoing another transition and is working on the CCA for the first time in 2002.

Schrader than invited any General Chairs to talk. Özgüner, General Chair for CDC'02, presented the new venue for the conference: the Venetian Hotel in Las Vegas. The conference will be the same dates as planned. The Rio Hotel's cancelled contract penalties are under negotiation with the IEEE. General Chair for CDC'05, Camacho, is looking at hotels and has a contract with a travel agency. EUCA has approved all of the organizing committee positions. Hara, General Chair for CCA/ISIC'04, said that the conference would be in the most historical hotel in Taiwan: the Grand Hotel in Taipei. The budget will be ready for the next BoG meeting. Ted Djaferis, General Chair for the present CDC'01, discussed the status of the conference and how 9/11 affected the attendance so far. As of Monday, there were 566 registrants. The budget target was 700. The big issue is achieving the contracted room nights in the hotel. He is optimistic that there will still be a profit.

Report of Secretary-Administrator

Bushnell reminded the BoG Members to submit forms and original receipts for partial trip reimbursement.

Other Business

Rugh gave certificates to and thanked Zhu, Spong, Gevers and Başar for their service to the CSS. He also thanked the outgoing BoG Members and Appointed Members for their service. Misra acknowledged the BoG appreciation for Rugh. The next meeting will be May 7, 2002 in Anchorage, AL.

Adjournment

Rugh thanked the members of the Board of Governors and visitors for attending the meeting. The meeting was adjourned at 5:01pm.