

**Minutes of the Control Systems Society Board of Governors Meeting
December 11, 2017
Melbourne, Australia**

Call to Order and Approval of Agenda

President E. Chong called the meeting of the Control Systems Society (CSS) Board of Governors (BoG) to order at 1:00 PM on December 11, 2017. He welcomed the attendees, and summarized the meeting rules and procedures. The following members of the BoG were in attendance:

Anu Annaswamy	Antonella Ferrara	Ian Petersen
Ragu Balakrishnan	Li-Chen Fu	Maria Prandini
Francesco Bullo	Jun-Ichi Imura	Li Qiu
Linda Bushnell	Karl Johannson	Jacquelin Scherpen
Dong-Il Cho	Lorenzo Marconi	Andrea Serrani
Ed Chong	Thomas Parisini	Elena Valcher
Frank Doyle	Yannis Paschalidis	Lihua Xie
Magnus Egerstedt	Bozenna Pasik-Duncan	Luca Zaccarian

Additionally, the following visitors attended the meeting:

Tamer Basar	Michael Demetriou	Yoshito Ohta
Robert Bitmead	Joao Hespanha	
Chung Choo Chung	Faryar Jabbari	

Quorum was established, and the meeting agenda approved with unanimous consent. Next, the minutes of the BoG meeting of May 2017, held in Seattle, USA, were approved unanimously. Chong proceeded to ask if anyone would like to remove items from the Consent Agenda (see Appendix A). No items were removed from the Consent Agenda, and it was approved unanimously.

Action Items

F. Bullo, as the incoming 2018 President, presented his six appointees to the BoG. They are:

- Carolyn Beck (Univ. of Illinois, Urbana-Champaign, USA)
 - Maria Domenica Di Benedetto (University of l'Aquila, Italy)
 - Yiguang Hong (Chinese Academy of Sciences, P. R. China)
 - Miroslav Krstic (Univ. of California, San Diego, USA)
 - Meeko Oishi (University of New Mexico, USA)
 - Amit Surana (United Technologies Research Center, USA)
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Next, Bullo informed the BoG of recently-added positions on the CSS volunteer roster, including positions that are new for 2018 (marked “new” below):

- Social Media Coordinator
- ArXiv moderators: from 3 to 5, owing to ArXiv internal reorganization
- IEEE Young Professional Representative (new)
- IEEE Smart Cities (new)
- IEEE Smart Grid (2)
- IEEE Symbiotic Autonomous Systems Initiative (new)
- Liaison & member of Steering Committee of Life Science Technical Council (LSTC)

Bullo next sought approval from the BoG for five CSS volunteer roster appointments which were determined too late for them to be placed on the consent agenda:

- ***Motion:* To appoint Dr. Kristi Morgansen as Co-Chair of the IEEE CSS Conference Organizing Committee.**

Endorsed by: Executive Committee

Financial Impact: None

Background: A co-chair is being added to the IEEE CSS Conference Organizing Committee to accommodate the high workload. It is anticipated that the co-chairs will serve staggered terms, thus providing continuity and sustainability to the leadership of this committee.

Biography: Kristi A. Morgansen (SM'06) received the B.S. (summa cum laude) and the M.S. in Mechanical Engineering from Boston University, Boston, MA, USA respectively in 1993 and 1994, and the S.M. in Applied Mathematics and Ph.D. in Engineering Sciences respectively in 1996 and 1999 from Harvard University, Cambridge, MA, USA.

She is currently Professor in the William E. Boeing Department of Aeronautics & Astronautics at the University of Washington in Seattle, WA, USA. From 2002 to 2007, Professor Morgansen held the chaired position of Clare Boothe Luce Assistant Professor of Engineering at the University of Washington. She received a National Science Foundation (NSF) CAREER Award in 2003 and the O. Hugo Schuck award in the Theory category in 2010. She is an Associate Fellow of the AIAA. Her research interests focus on nonlinear systems where sensing and actuation are integrated, inertial control of mechanical systems, stability in switched systems with delay, and incorporation of operational constraints such as communication delays in control of multi-vehicle systems. Applications include both traditional autonomous vehicle systems as well as bio-inspired and biological underwater and flight systems, human decision making, and neural engineering.

Prof. Morgansen has held a number of service roles in IEEE including: IEEE Control System Society Conference Editorial Board (2001-2013), 2005 American Control Conference Program Committee, 2008 American Control Conference Local Arrangements Chair, 2010 IEEE Conference on Decision and Control Student Activities Chair, 2012 American Control Conference Publications Chair, 2013 American Control Conference Program Committee, IEEE Control System Society Board of Governors (2012-2014), 2015 IEEE International Conference on Robotics & Automation Local Arrangements Chair, IEEE Control System Society O. Hugo Schuck Award Selection Committee Chair (2014-2015), 2016 American Control Conference Vice Chair for Special Sessions, 2016 IEEE Conference on Decision and Control Finance co-Chair, 2017 American Control Conference Vice Chair for Invited Sessions, IEEE Transactions on Control System Technology Associate Editor (2014-present), 2021 American Control Conference Program Chair.

There was no discussion, and the motion was approved unanimously.

- **Motion: To appoint Dr. Rolf Findeisen as Chair of the IEEE CSS Technical Committee on Process Control.**

Endorsed by: Executive Committee

Financial Impact: None

Background: Dr. Findeisen replaces Dr. Zoltan Nagy who has been serving as the chair since 2015.

Biography: Rolf Findeisen received a diploma degree in engineering cybernetics from the University of Stuttgart in 1998 and a M.Sc. from the University of Wisconsin-Madison in Chemical Engineering in 1997. In 1997 he joined the Institut für Automatisierungstechnik at ETH Zürich as a Phd student before he moved in 1999 with his advisor, Frank Allgöwer, to the University of Stuttgart, where he received 2004 his Ph.D. with summa cum laude. In 2007 he became full chaired professor of the Laboratory for Systems Theory and Automatic Control at the Otto von Guericke University Magdeburg. Rolf has spent time as a visiting professor and scholar at the Massachusetts Institute of Technology, EPF Lausanne, Imperial College London and the Mitsubishi Research Laboratory.

Rolf Findeisen has delivered several plenary and keynote talks, e.g. at the 5th IFAC NMPC Conference or the IFAC International Symposium on Dynamics and Control, DYCOPS 2013. Rolf is associated editor of the IEEE Transactions on Control of Network Systems, the IEEE Control Systems Magazine, the Journal processes, and he has been a member of the IEEE Control Systems Society Conference Editorial Board from 2008-2015. He is the IPC Co-Chair (with Sandra Hirche) of the IFAC World Congress 2020 in Berlin and he is the IPC chair of the 6th IFAC NMPC Conferences. Rolf has furthermore been the national organizing chair and international program chair of several conferences, such as the IFAC Conference on the Foundations of Systems Biology in Engineering (FOSBE) 2016, or the IFAC Workshop ADCHEM 2015 in Whistler. Presently, he is member of the IEEE Technical Committee on Network Controlled Systems, the IEEE Technical Committee on Process Control, the IEEE Technical Committee on System Identification and Adaptive Control, and of the IFAC Technical Committee on Optimal Control and the IFAC Technical Committee on Process Control.

The main research interest of Rolf Findeisen are in the field of predictive and optimal control under uncertainty, state estimation and system identification, the control of cyber physical systems and network controlled systems, as well as the fusion of learning and control. Applications span from chemical and biotechnological processes, mechatronic and robotic systems, up to energy systems and biomedicine. He is the author/co-author of more than 280 contributions in international journals, conferences and books which have received more than 6700 citations in Google scholar and a Google h-index of 36.

There was no discussion, and the motion was approved unanimously.

- **Motion: To appoint Dr. Juan Ren as CSS Liaison to the IEEE Nanotechnology Council.**

Endorsed by: Executive Committee

Financial Impact: None

Background: Dr. Ren replaces Dr. Qingze Zhou who has been serving as the liaison since 2015.

Biography: Juan Ren received a B.S. degree in Mechanical Engineering from Xi'an Jiaotong University, China, in 2009 and her Ph.D. degree in Mechanical Engineering from Rutgers University in 2015. In 2015, she was appointed as Assistant Professor (tenure-track position) at the Department of Mechanical Engineering at Iowa State University, where she has won the 2015-2018 William March Scholarship. Juan Ren is the director of the Nano Controls & Biomechanical Quantification lab at the Iowa State University.

Juan Ren has served as member of the Organizing Committee of the Dynamic Systems and Control Conference 2018, invited session chair for control of nano-positioning systems of the American Control Conference 2017, session chair for dynamics and control of nano-scale biological system of the Dynamic Systems and Control

Conference 2017 and 2016, and workshop organizer and speaker for FPGA-based nano-positioning control of the American Control Conference 2016. Juan Ren has served as a reviewer for many international journals and conferences, including IEEE/ASME Transactions on Mechatronics, Review of Scientific Instruments, Mechatronics, IEEE Transactions on Nanotechnology, Ultramicroscopy, American Control Conference (2012-2018), Dynamic System and Control Conference (2014-2018). Presently, she is member of the IEEE/ASME Technical Committee on Mechatronics, of the ASME Technical Committee on System Vibration Control, and of the ASME Technical Committee on Biological Systems.

The research interests of Juan Ren include iterative learning-based and model predictive control for biological systems at nano-/micro- scale, system identification and model quality assessment, and uncertainty quantification. She is the author/co-author of more than 20 contributions on the most prestigious international journals and proceedings of international conferences.

There was no discussion, and the motion was approved unanimously.

- **Motion: To appoint Dr. Anthony Giacomoni as CSS Liaison to the IEEE-USA Energy Policy Committee.**

Endorsed by: Executive Committee

Financial Impact: None

Background: Dr. Giacomoni replaces Dr. Eugenio Schuster who has been serving as the liaison since 2015.

Biography: Anthony Giacomoni is a Senior Market Strategist in the Emerging Markets department at PJM Interconnection in Audubon, PA. In his current role, he conducts research and analysis relating to electricity markets and emerging issues in the energy industry. Previously, from 2016-2017, he was a Senior Engineer in the Resource Adequacy Department at ISO New England. From 2012-2016 he was a Market Analyst in the Market Monitoring Department at ISO New England where he helped ensure the competitiveness of the wholesale electricity markets for the New England region. From 2011-2012 he was a Post-Doctoral Associate in the Electrical and Computer Engineering Department at the University of Minnesota. He received the B.S. degree in electric power engineering and economics summa cum laude from Rensselaer Polytechnic Institute, Troy, NY in 2007, and the M.S. and Ph.D. degrees in electrical engineering with a concentration in electric power systems from the University of Minnesota, Minneapolis, MN in 2009 and 2011 respectively.

Anthony Giacomoni has served as member of the IEEE Smart Grid Policy Technical Support Committee from 2015-2017, and as a member of the IEEE-HKN Outstanding Teaching Award Committee in 2017. He served as the IEEE Springfield Section Power and Energy Society (PES) Chair in 2017 and Vice Chair from 2014-2016. He served as the IEEE Springfield Section Vice Chair in 2017. Anthony Giacomoni has served as a reviewer for many international journals and conferences including the American Control Conference (ACC), European Control Conference (ECC), IEEE Conference on Decision and Control (CDC), IEEE International Conference on Smart Grid Communications (SmartGridComm), International Federation of Automatic Control (IFAC) World Congress, IEEE Transactions on Control Systems Technology, IEEE Transactions on Power Systems, IEEE Transactions on Smart Grid, and DOE Advanced Research Projects Agency-Energy. He is currently a member of the IEEE Smart Cities Research and Development committee.

The research interests of Anthony Giacomoni include electricity markets, optimization, distribution automation, microgrids, and complex interactive networks. He is the author/co-author of more than 15 contributions on the most prestigious international journals, books, and proceedings of international conferences. His publications are cited more than 220 times in Google scholar, resulting in h-index = 7.

There was no discussion, and the motion was approved with one abstention.

- **Motion: To appoint Dr. Bayu Jayawardhana as IEEE CSS Liaison to, and member of, the IEEE LSTC Steering Committee.**

Endorsed by: Executive Committee

Financial Impact: None

Background: Dr. Ren replaces Dr. Qingze Zhou who has been serving as the liaison since 2015.

Biography: Bayu Jayawardhana (IEEE Senior Member) received the B.Sc. degree in electrical and electronics engineering from the Institut Teknologi Bandung, Bandung, Indonesia, in 2000, the M.Eng. degree in electrical and electronics engineering from the Nanyang Technological University, Singapore, in 2003, and the Ph.D. degree in electrical and electronics engineering from Imperial College London, London, U.K., in 2006.

Currently, he is an associate professor in the Faculty of Science and Engineering, University of Groningen, Groningen, The Netherlands. He was with the Department of Mathematical Sciences, Bath University, Bath, U.K., and with the Manchester Interdisciplinary Biocentre, University of Manchester, Manchester, U.K. His research interests are on the analysis of nonlinear systems, mechatronics, systems biology and synthetic biology.

He is a Subject Editor of the International Journal of Robust and Nonlinear Control, an associate editor of the European Journal of Control, an associate editor of the IEEE Transactions on Control Systems Technology and a member of the Conference Editorial Board of the IEEE Control Systems Society. He has chaired the IEEE CSS Technical Committee on Systems Biology since 2014 and is a member of the IFAC TC on Nonlinear Control Systems and on Biological and Medical Systems.

There was no discussion, and the motion was approved unanimously.

M. Egerstedt recused himself.

M. Prandini, VP for Conference Activities, presented the following motions, concerning CSS conferences:

- ***Motion:* To appoint Magnus Egerstedt as the General Chair for CDC 2021.**

Endorsed by: Executive Committee

Financial Impact: None

Biography: Magnus Egerstedt is the Executive Director for the Institute for Robotics and Intelligent Machines at the Georgia Institute of Technology, where he is a Professor and the Julian T. Hightower Chair in Systems and Controls in the School of Electrical and Computer Engineering. He received the M.S. degree in Engineering Physics and the Ph.D. degree in Applied Mathematics from the Royal Institute of Technology, Stockholm, Sweden, the B.A. degree in Philosophy from Stockholm University, and was a Postdoctoral Scholar at Harvard University.

Magnus Egerstedt is a Fellow of the IEEE, and has received a number of teaching and research awards, including the Ragazzini Award from the American Automatic Control Council, the Outstanding Doctoral Advisor Award and the HKN Outstanding Teacher Award from Georgia Tech, the Alumni of the Year Award from the Royal Institute of Technology, and the CAREER Award from the U.S. National Science Foundation. He has served on the organizing committee for CDC on a number of occasions as Publicity Chair, Invited Session Chair, and will be Program Chair for CDC 2018.

There was no discussion, and the motion was approved unanimously.

Egerstedt rejoined the meeting.

Prandini next presented the following motion concerning the dates for CDC 2020:

- ***Motion:* To approve December 8, 2020 (Tuesday) to December 11, 2020 (Friday) as Dates for CDC 2020 with pre-conference workshops on December 7, 2020 (Monday).**

Endorsed by: Executive Committee

Financial Impact: None

Background: These were the dates that were proposed during the early discussions on CDC 2020.

There was no discussion, and the motion was approved unanimously.

Prandini next presented the following motion concerning the CDC 2020 budget:

- **Motion: To approve the preliminary budget for CDC 2020.**

Endorsed by: Executive Committee

Financial Impact: Surplus of KRW 14,430,550

(21% of (Total Outlays – loan – VAT of KRW 671,004,000))

Background:

- Venue: Jeju Island (approved by BoG in July 2016)
- GCs: Richard D. Braatz, Chung Choo Chung (approved by BoG in July 2016)
- PCs: Luca Zaccarian, Jay H. Lee (approved by BoG in Dec 2016)
- Budget: Comments from Bob Judd, Maria Prandini, Magnus Egerstedt, Edwin Chong, Faryar Jabbari have been incorporated.

Expected number of registrants: 1,500

Registration fee: KRW 565,000 (approx. USD520, approx. USD260 for students)

REVENUE	BUDGET (KRW)
6. Registration Fees	772,383,250.00
7. Grants. Donations	20,000,000.00
8. Conf. Publicat. Sales	0.00
9. Exhibits	30,000,000.00
10. Social Events	6,600,000.00
11. All Other Receipts	57,000,000.00
12. Total Conf. Revenue	885,983,250.00
13. Conference Loans	90,000,000.00
Total Receipts	975,983,250.00
EXPENSE	
15. Management Services (includes CEB)	150,000,000.00
16. Registration Expense	6,800,000.00
17. Promotion	4,000,000.00
18. Conf. Publicat.	31,450,000.00
19. Exhibits/Vendors	2,500,000.00
20. Local arrangements	188,577,000.00
21. Social Functions	204,460,000.00
22. Program Expense (include PaperPlaza)	47,000,000.00
23. Administration	12,000,000.00
24. Society Admin Fee	0.00
25. Audit Fee	5,517,000.00
26. Committee	0.00
27. VAT Owed	73,548,700.00

28. All Other Outlays	18,700,000.00
29. Total Conf Exp.	744,552,700.00
30. Loan Repayments	90,000,000.00
Total Outlays	834,552,700.00
Surplus (Total Receipts – Total Outlays)	141,430,550.00

There was no discussion, and the motion was approved unanimously.

M. Egerstedt, VP for Financial Activities, next presented the following motions that concern CSS expenditures on publications:

- **Motion: To approve the increase in 2018 page count for TCNS from 1000 pages to 1400 pages.**

Endorsed by: Executive Committee

Financial Impact: Increase in production costs of approximately \$28K

Background: The page count increase is to reduce the accumulated backlog in accepted papers. The page count is a reflection of the success of the journal in attracting top quality papers. It is planned, in a separate motion, to maintain the same page count of 1400 for 2019.

The motion was briefly discussed. F. Bullo mentioned that there was a recent IEEE-level exercise to compute the net financial impact of page counts on society finances, where it was determined that: (i) for all societies, the financial impact is small compared to that from other activities; (ii) across the range of journals published by IEEE, the net impact ranges from (small) net negative to (small) net positive; and (iii) for CSS, the impact is net positive.

The motion was endorsed unanimously.

- **Motion: To approve the following page counts for CSS journals for 2019 Renewal Purchase Offering calculations: TAC 3800, CSM 876, TCST 2300, TCNS 1400.**

Endorsed by: Executive Committee

Financial Impact: As noted below

Background: Page count numbers are determined in consultation with the respective editors-in-chief. The page counts for TAC, CSM, and TCST remain at their 2018 values. The page counts affect both expenditure and revenue with the revenue coming downstream over many years. The financial health of CSS and its recent history of annual surpluses indicate that these page counts are well within our budget parameters. Further, the substantial income from downloads suggests that these numbers will engender future income from the additional content.

A brief discussion ensued. Egerstedt mentioned that in view of the continuing backlog with TCNS, it was conceivable that there will be a subsequent request for approval of a page count increase for 2019 (as with the 2018 and 2017 page counts). The Editor-in-Chief of TCNS, Y. Paschalidis has been charged with modeling the page count needs (both in the short term to clear the backlog as well as in the long term) so that such retroactive actions can be avoided in the future.

A question was raised about page counts for the new Control Systems Letters journal. It was clarified that for now, a temporary budget has been allocated to the CSL, but it was anticipated that once the needs were better understood, the page count request for CSL will be included with those for the other journals of the CSS. This was likely to happen with 2020 page counts and beyond.

The motion was approved unanimously.

- **Motion: To approve the 2018 budget.**

Endorsed by: Executive Committee

Financial Impact: Net gain of \$203K; see budget numbers for details

**2018 IEEE S/C BUDGET
FOR THE PERIOD ENDING DECEMBER 31, 2018**

BUS UNIT -0230 SUMMARY BY COST CENTER	2014 Actuals	2015 Actuals	2016 Actuals	2017 Budget	2018 Budget
00650 TRANS ON AUTOMATIC CONTROL	835.2	819.9	788.6	791.4	833.1
00651 CONTROL SYSTEMS MAGAZINE	211.2	213.6	148.5	230.2	175.3
00652 CONTROL SYS TECH	337.7	365.4	339.7	380.6	355.6
00653 CONTROL SYS - CDL	0.3	0.2	0.2	0.2	0.2
00654 CONTROL SYSTEMS S/C FEES	145.4	175.2	167.6	168.2	162.6
00655 TRANS ON CONTROL NETWORK SYSTEMS	39.7	54.6	52.5	63.4	69
00656 CONTROL SYSTEM LETTERS	-	-	-	-	42.9
01499 PERIODICAL RELATED - OTHER	0.2	0.7	-	3.1	3.2
01700 MEETINGS/CONFERENCES	1,766.8	1,859.9	1,774.5	2,647.4	2384.2
01701 CONFERENCE - RELATED	1.8	0.6	3.3	2.1	2.2
TOTAL REVENUE	3,338.3	3,490.1	3,274.9	4,286.6	4,028.3
00650 TRANS ON AUTOMATIC CONTROL	408.1	415.9	469.4	594.8	554.8
00651 CONTROL SYSTEMS MAGAZINE	329.0	311.2	342.6	401.6	332.4
00652 CONTROL SYS TECH	334.7	238.0	274.9	237.2	252.5
00653 CONTROL SYS - CDL	5.6	6.1	5.6	6.2	6.3
00654 CONTROL SYSTEMS S/C FEES	-	-	-	-	-
00655 TRANS ON CONTROL NETWORK SYSTEMS	76.2	95.0	88.3	93.9	119.4
00656 CONTROL SYSTEM LETTERS	-	-	-	-	89.3
01499 PERIODICAL RELATED - OTHER	5.7	17.3	13.3	30.5	16.9
01600 NON PERIODICAL	12.4	13.9	14.2	13.6	14.4
01700 MEETINGS/CONFERENCES	1,250.0	965.7	742.1	1,334.8	1259
01701 CONFERENCE RELATED	46.1	38.5	150.2	41.3	119.5
01800 ADMINISTRATION	492.1	539.8	525.3	587.8	638.6
01900 COMMITTEE & OTHER	350.1	344.1	377.4	515.9	401.7
01930 INITIATIVES	111.0	185.1	143.1	166.5	20.0
TOTAL EXPENSE/RMBSVC	3,421.0	3,170.6	3,146.4	4,024.1	3,824.8
TOTAL FROM OPERATIONS	(82.7)	319.5	128.5	262.5	203.5
00100 RMBSVC INTEREST INCOME	12.3	460.0	(497.5)	-	-
TOTAL NET	(95.0)	(140.5)	626.0	262.5	203.5
Reserve Balance	9,189.5	9,048.2	8,677.7		
3% Spending Rule	260.3				

Egerstedt pointed out that it was rather late to be seeking approval for the 2018 budget; however, this was owing to the first BoG meeting having been scheduled earlier than usual this year (because of an early 2017 ACC). There was a question raised about the negative interest income in 2016. It was conjectured that this was because of poor returns to IEEE from its investment activities; indeed, other comparable institutions did see a similar poor return, perhaps because of conservative investment choices. There was a question about the so-called “50% rule”; the answer was deferred temporarily, as the next motion explicitly deals with this.

The motion was approved unanimously.

- **Motion: To approve the use of the 50% Spending rule for funding for Women in Control, student travel to ACC, CCTA, CDC, and student workshop support for CDC.**

Endorsed by: Executive Committee

Financial Impact: \$40K.

Background: The 50% spending rule allows the CSS to recover money from the 2017 surplus to use for special initiatives (one-offs) in 2018. This will free up funding for other outreach initiatives in the budget.

Egerstedt briefly summarized the “50% rule”, that societies in good financial health can request up to two-thirds of 50% of the surplus for new initiatives. CSS has been a good steward of society finances, and has been strategic in its use of the rule to fund student initiatives, including travel support.

A discussion followed, where it was remarked that CSS should be even more aggressive in funding student travel to conferences. Egerstedt clarified that the request in this motion is only a part of CSS’s overall student support commitments, and we will continue to spend as much as our finances allow in supporting our students. There were other suggestions made to help students, along with examples of how helpful such support has been all over the world; however, these were beyond the context of this motion.

The motion was approved unanimously.

T. Parisini, VP for Publication Activities, presented an update to the Roberto Tempo Best CDC Paper Award. The process for administering the award is now well-developed. Questions were raised about papers that were submitted to CDC but were eventually published in the CS Letters journal. It was clarified that such papers were still eligible (and the process does allow for this). Questions were raised about travel support. The response was that other CSS awards either provide for travel support or an honorarium but not both. After some consideration, it has been determined that an honorarium is more appropriate for the Tempo award. There were some more general questions raised about whether the awards (travel support or honoraria) were consistent, and whether the award information was available in a succinct (tabular) form. It was noted that there was a recent exercise to make awards broadly consistent; it was recommended that the awards manual indeed summarize all the award details in a table.

E. Chong next presented the President’s report to the BoG. His focus was to recognize and the volunteers who have made CSS the excellent organization that it is.

F. Bullo next presented the President-Elect’s report. His presentation focused on his upcoming tenure as President. As chair of the Long Range Planning Committee, he has identified topics that cover all aspects of CSS. He sought further suggestions from the BoG to make CSS, and in particular BoG meetings, even more productive. One suggestion was to have break-out sessions at the BoG meetings to brainstorm on meaty problems. Another suggestion was to identify BoG members clearly and prominently on their delegate badges so that CSS members could more easily identify and approach them with ideas and issues; these could be brought to the BoG and/or to the attention of appropriate CSS volunteers.

L.-C. Fu, VP for Member Activities, next presented his report. Membership in the CSS has dropped by 1% over the past year, compared to a 1.4% drop in IEEE membership. Other societies have seen their memberships shrink as well: RAS -0.7%; C&S -5.9%; SP -7.4%. There was robust discussion on how to reverse this trend for CSS. Some ideas suggested were: improving the CSS website; adding value to CSS membership; make hard and soft copies of publications available to the membership (there was some concern about financial implications with this suggestion). Fu next presented statistics on distinguished lectures. It was noted that only 2 of 13 current distinguished lecturers are women. Also women comprise only 4% of the IEEE fellows who are CSS members. Suggestions were offered to increase these numbers, focusing on the pipeline as well as the direct role CSS could take in increasing its diversity, rather than relying on other organizations.

M. Egerstedt, VP for Financial Activities, next presented his report, presenting a brief picture of the society's finances (which were in good condition). He requested the BoG to send him additional suggestions on expenditures that would be deserving candidates for the "50% spending rule".

M. Prandini VP for Conference Activities, next presented her report, summarizing CSS's involvement with conferences. There was a brief discussion on the fees charged by CSS for technical co-sponsorship of conferences. It was clarified that this was a "pass-through" of IEEE fees, over which CSS had no control. Prandini also mentioned that if a local IEEE chapter were to be a joint co-sponsor, the fees would be split between CSS and IEEE, with IEEE "waiving" its portion of the fees (i.e., effectively halving the cost to the conference being co-sponsored which still had to pay the CSS portion).

T. Parisini, VP for Publication Activities, presented his report. He gave a status report on the various CSS journals, and mentioned that there was an effort currently underway to better understand and model the publication back-log, so that this can be managed better. He then invited A. Serrani, the editor-in-chief of TCST to present a more detailed report.

Serrani presented data on TCST that showed that the journal was in good health. He mentioned that senior editors were being considered to help manage the journal better. He also pointed out that the fraction of papers rejected without review (either for being out of the scope of the journal, or for other "administrative" reasons) was about 47%. This was raised as a potential point of concern with IEEE, and will be further examined.

Parisini once again took the floor, and mentioned that the large number of self-citations with some articles was being examined as an activity of questionable self-promotion. His office will consider developing appropriate guidelines for authors in this regard.

E. Chong returned to the floor, and thanked everyone for their assistance and service during his year as President. He then presented certificates of appreciation to the outgoing members of the BoG and ExCom.

V. Balakrishnan next announced the date and location of next BoG meeting: Tuesday, June 26, 2018, at the Hilton Milwaukee City Center Hotel, Milwaukee, USA (in conjunction with the 2018 ACC).

Chong asked if there was any additional new business or old business, and hearing no response adjourned the meeting.

The meeting was adjourned at 5:40pm.