

**Minutes of the Control Systems Society Board of Governors Meeting  
December 12, 2006  
San Diego, CA USA**

**Call to Order and Approval of Agenda**

John Baillieul called the “23<sup>rd</sup> December” meeting of the Control Systems Society (CSS) Board of Governors (BoG) to order at 1:02 P.M. on December 12, 2006, then asked the attendees to introduce themselves. [*Ed.* Note the CSS BoG meetings began in 1984.] The following members of the BoG were in attendance: E. Abed, F. Allgöwer, J. Baillieul, D. Bernstein, L. Bushnell, C. Cassandras, D. Castanon, T. Djaferis, J. Farrell, S. Ge, B. Heck, D. Lawrence, R. Middleton, E. Misawa, P. Misra, L. Pao, T. Samad, D. Schoenwald, M. Spong, J. Sun, M. E. Valcher, H. Wang, and Y. Yamamoto. Additionally, the following visitors attended the meeting: S. Yurkovich, P. Antsaklis, A. Haddad, N. H. McClamroch, T. Parisini, B. Pasik-Duncan, R. Tempo, K. Baheti.

Modifications/additions to the agenda were noted, and the agenda was approved by unanimous consent. Next, the minutes of the BoG meeting of June 13, 2006 were approved by unanimous consent.

**Action Items**

***Nominations***

Djaferis presented the new appointments for 2007. The BoG unanimously approved all of the appointments with little discussion. In addition to the continuing chairs, the appointments approved for 2007 are as follows:

- Nominating Committee: J. Baillieul (Chair), R. Tempo, T. E. Djaferis, D. A. Castañón, M. Spong.
- Standing Committee Chairs: E. Chong, Conference Finance; P. Misra, Conference Publications; A. Lindquist, Fellow Nominations; F. Allgöwer, International Affairs; M. Lovera, Membership & Admissions; E. Zattoni, Women in Control.
- Technical Committees Chairs: R. Rajamani, Automotive Controls; A. Šabanović, Variable Structure and Sliding Mode Control.
- R. Horowitz, for CSS Representative to the IEEE USA Committee on Transportation Policy
- Awards Subcommittee Chairs: A. S. Morse, George S. Axelby Outstanding Paper Award; B. Heck, CSM Outstanding Paper Award.
- *IEEE Trans. Control Systems Technology* Associate Editors: I. Hiskens, F. Chowdhury; F. Caccavale, M. Mattei.

***Financial Activities Motion and Report***

Vice-President Jay Farrell presented the budget parameters for 2008. The main change over 2007 rates is that there will be no charge for electronic-only publications for CSS members. The

BoG approved the rates. Farrell said that the CSS had a \$217k surplus at the end of 2006. The net worth is around \$5M.

***Conference Activities Motions***

There were two motions from the Conference Activities Board presented by Vice-President, Richard Middleton. Both were passed without discussion.

- M. Spong, General Chair for CDC 2010.
- Program Chairs for MSC 2008: G. Balas, Conference on Control Applications; K. L. Moore, International Symposium on Intelligent Control, M. Lovera, Conference on Computer Aided Control System Design.

***Member Activities Motion***

Vice-President, M. Elena Valcher, presented one motion from the Member Activities Board, which was approved by the BoG. The motion was to introduce the IEEE CSS membership requirement at the time of nomination and during the entire terms for the following positions:

- ExCom members
- Standing Committee Chairs
- Long Range Planning Committee members
- Editors-in-Chief of TAC, CST and CSM
- Editor Tech. Notes and Correspondence TAC
- Editor Systems and Control Eletter
- Awards Subcommittee Chairs
- MAB Subcommittee Chair
- CEB Chair
- TAB Chairs

Sun asked about requiring this for the BoG. Valcher said that it was already in the constitution. Samad asked how many volunteers were not members. Valcher had a list and said about 60% of the AEs on our journals are CSS members, and less than 50% of the CEB AEs are members. Antsaklis suggested that all nominees be suggested along with their IEEE member number for cross checking.

***Awards Manual Motion***

Djaferis presented a motion to update the Awards Manual with requirements for CSS membership and to standardize the benefits, mainly due to going back to a 3-day conference. The only change in eligibility was to the Distinguished Member award, which now states that nominees must be CSS members at the time of nomination. The travel benefit was standardized to “round trip restricted (minimal) coach air fare, VIP conference registration and three conference-rate hotel-nights” for the following awards: Outstanding Chapter, Bode Lecture Prize, Control Systems Technology, and the winners of the two conference best student-paper awards. The Distinguished Member will also get VIP conference registration. The BoG approved the motion.

## Activity Reports

### *Report of the President*

Baillieul gave highlights from his written report. First, he announced that Hal Flescher, IEEE TAB Treasurer, has proposed a model to recommend to the Board of Directors that will require the IEEE to tie spending to increases in the returns from IEL such that new spending cannot be approved if it will result in the infrastructure costs rising faster than revenue from electronic products. This proposal was endorsed by TAB, and it is currently in revision.

The second item is that the 5-year society and publication reviews are done and our society looks good.

Third, Baillieul reported that a significant piece of revenue that has been returned to the CSS over the past decade is at risk. This is revenue from our conference record publications (Proceedings of CDC, CCA, ACC, etc.). A subcommittee of the IEEE TAB/PSPB Products and Services Committee has recommended a revision of the income distribution formula from sales of conference proceedings that will cause the CSS to lose about \$300K/yr in income. The proposed new formula will base returns to societies on overall usage (number of Xplore downloads) of papers from the conferences. While our publications in general have good usage numbers (TAC in fact is in the top ten---sometimes top five---of the entire IEEE), our conferences have enjoyed an unjustified advantage vis-a-vis some of the newer IEEE conferences. Specifically, CDC has been part of several very exclusive and high-priced conference packages that have been sold at a premium (these go under the names POP and POP-Plus). The proposal is to do away with these packages and place all conferences on a level playing field. While the precise formula is still under discussion, some adjustment from the current formula is undoubtedly going to be adopted. Heck asked what the incentive was to buy a premium package. Baillieul said that our income used to be tied to packages in IEL. Misawa said there were two factors: libraries were not buying packages and the creation of new formulas for income returns. Baillieul said the formula is to be revised and that there are different levels of access to Xplore and IEL. The conference proceedings are sold separately. Heck said that the conferences used to get money from the IEEE Book Broker program, but now get \$25/paper from Xplore. Farrell said that the Xplore income is going to the societies, not the conferences. Castanon said the change from the Book Broker program happened five years ago. The CSS pays for meetings at conferences. The conference fees are under control. CSS adds money to conference events. Djaferis said that in 2001 (he was General Chair for the CDC), it cost about \$100k for hardcopy proceedings and CDROM. Now, the costs are much lower, but there is also a fee for using PaperPlaza. Misawa asked about the journals. Baillieul said the formula for journals was already revised and we are doing well. Samad said that the infrastructure cost is increasing, revenues are decreasing, but we have enough surplus to weather this. Farrell said we need to look at our net worth. Middleton said that the IEEE dictates the conference budgets

and surpluses. Baillieul said that Djaferis will keep the BoG posted on the outcome of this.

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

Yamamoto said that all seventeen Technical Committees submitted reports. Yamamoto invited Harris McClamroch, Representative to the new IEEE Systems Council, to make comments. McClamroch said that the council is concerned with systems of systems. Success are to be determined. Baillieul said that CSS is one of the sponsoring societies. McClamroch said there were ten societies involved and there were fifteen people at the last meeting.

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

Middleton asked present chairs of CDCs and MSCs to give brief reports.

2006 CDC: Middleton (Program Chair) said we are at 130% of the room block. Middleton said 40% of the papers are in interactive sessions. Interactive paper prizes will be given. Pradeep Misra (General Chair) said there were 169 attendees in the workshops, which is two to three times more than in the past. This may be due to lower workshop fees, having workshops only on a single day and/or giving student support for attending workshops. All workshops that were proposed are being offered. Misra said there were 1920 papers submitted and 1081 accepted (56%). All "B-minus" and above papers were accepted. 450 papers are in the interactive/poster sessions in the afternoons. There are semi-plenary lectures for more choice. The total number of attendees was 1246. Honeywell, UTRC and Mathworks were sponsors.

2007 CDC: David Castanon (General Chair) said that everything was on track.

2008 CDC: Thomas Parisini (Program Chair) said all is on track. He is hoping for no hurricanes. The hotel is the Fiesta Americana in Cancun. Wang asked if we had a back-up hotel. Parisini said that the hotel will do their best. Middleton said there were two back-ups in Cancun and Mexico City.

2009 CDC: Baillieul showed some photos from his trip to China with Jie Huang and Hua Wang in July. They visited properties in Guangzhou, Beijing and Shanghai. The models for conferences are different in China. In the US, we get meeting rooms for free with a hotel room block. In China, it costs several thousands of dollars for a meeting room for one day. The registration fee will need to cover the meeting rooms. Baillieul will return to China in June 2007 to nail down rates. Heck asked about committee meetings. Baillieul said we need to pay for committee rooms and technical rooms. Haddad said the hotel rooms were cheap for the IFAC in Beijing. Baillieul said that Shanghai is an amazing city twice as expensive as Guangzhou. Beijing would be too cold in December. Guangzhou is more provincial.

2007 MSC: Sam Ge (General Chair) said there were 100 submissions so far and they were targeting 400. [Ed. 796 submissions as of Jan. 16, 2007].

2008 MSC: Oscar Gonzales (General Chair) gave a proposal for the venue. He has a quote from Boston for \$260/night and from San Antonio for \$160/night for room rates. Baillieul commented that Boston's rates are high. Djaferis said these were the initial RFP prices. Wang said that the fall time is foliage time in Boston, so the rates are increased. Baillieul also said that October is not a good time due to the Head of the Charles regatta and homecomings at the universities.

Conference Operations Task Force: Djaferis said the society is running successful conferences. He had an informational item for the BoG that he wanted them to be aware of. In the early 1990's the CEB was set up. In the mid 1990's Panos Antsaklis established three new standing committees: conference finance, conference publications and conference administration. In 2000, PaperPlaza was introduced. The task force is looking at what improvements can be made to help volunteers do their job. The analogy would be to hire a new Editor on board for each issue of a journal. We are re-inventing the wheel. Today, the CAB discussed having paid positions, multi-year hotel contracts and publication contracts. The members of the task force are Antsaklis, Middleton, Misra, Yurkovich and Djaferis. They will report back to BoG.

Conference Locations: Middleton said that CDC authors are international (approx 38% US only) as is the CSS membership (44% US only). He wanted to discuss the issue of "sharing the load" on organizers and attendees. There are visa issues and local administration issues. He proposed that if the CDC is not in the US, then it should be significantly outside the US. Cancun may be easier, but The Bahamas had huge problems with visas. He wanted to discuss the following points:

- Holding CDCs with ECCs.
- Encouraging one out of three CDCs to be outside the US.

Baillieul asked what we are trying to achieve. Middleton said that the current 1-in-4 guideline is too low. Heck asked if 1/3 of the authors being from outside the US is typical for a CDC. Middleton was not sure. Samad asked if we were shifting towards non-us attendees. Middleton said that Region 10 (Asia/Pacific) has the highest growth in CSS membership. US and Canada make up 50%. The CDC-ECC'05 was different – there were only 370/1500 from the US. Samad asked if the 1-in-3 rule would be for the CDC only or the CDC and MSC. Middleton said the MSC is already international: 2007 Singapore, 2008 US, 2009 Russia. Plus, the CSS co-sponsors the ACC, which is always in the US. Baillieul said this was a topic for the conference task force.

Samad asked if we were encouraging Technical Committees to participate in the MSCs. Middleton said that for the 2008 MSC, he has already asked the TC Chairs. Yamamoto said some TCs are interested and are discussing participating in 2008 or 2009.

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

Samad said a review of CSS Publications was held on June 22<sup>nd</sup> as part of the 5-year CSS review by the IEEE Technical Activities Board. The publications review covered editorial

policies and procedures, quality and diversity metrics, and competitive analyses (among other aspects). We had prepared a detailed report on our publications in advance of this review. The report was discussed during the meeting and a marked-up copy delivered to us subsequently. The comments consisted almost entirely of requests for clarification and additional information on issues such as submission and review policies, industry and international representation on editorial boards, tenures and term limits, publication metrics (submission volumes, review cycles, acceptance rates), and mechanisms for obtaining feedback from readers. We have submitted a response to the committee with clarifications and additional information as requested. Samad brought up points for discussion:

- Is our field too mature?
- The correlation between rapid publication and impact factor.
- New IEEE objectives to have 80% of paper submissions to electrical publications in one year.

The citation impact factor rankings for our publications are as follows:

- Trans. Automatic Control: 3<sup>rd</sup>
- Trans. Control Systems Technology: 14<sup>th</sup>
- Control Systems Magazine: 7<sup>th</sup>

Highlights from the publications:

- CSM: special issues and tutorial articles are planned. Bernstein needs jokes for "The Lighter Side."
- Trans. Automatic Control: higher quality papers are being submitted.
- Trans. Control Systems Technology: the number of submissions has doubled in the last 4-5 years.

CSS Web Site: Misra gave a demo of the new web site. There is a front-end and back-end for the site. Management of the content of the pages will be distributed to VPs and Chairs, but there will be one person in charge for oversight. We don't need to rely on one person to upload information. We could add bulletin boards, questionnaires, etc. It is a data-driven site. Baillieul said we will need to disseminate information on how to use the back-end each year. Misra said there is an assistant who is helping out and will encourage people to update the sites. Misra said the back-end has documentation and you can edit via the built-in editor or via source code, however, there is no Java allowed. Baillieul said this was a "wonderful piece of technology" and thanked Misra and Samad for their efforts.

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

Valcher highlighted three points from her report. First is an initiative to encourage student membership, with a budget of \$5000/yr. With this money, CSS is paying for IEEE and CSS memberships for students who apply at the CDC. In addition, one workshop registration fee was paid for each student who applied. For CDC'06, twelve workshop student registrations were paid. In the future, she recommended that we include one night in the hotel to encourage more students to apply. 227 students have registered at the CDC'06 so far.

Travel Support Program: this year, we supported 41 students and 17 authors from developing countries to come to the CDC'06.

Society Statistics: CSS increased membership by 0.8% vs. the IEEE having a -2.4% change.

***Report of the Secretary-Administrator***

Bushnell noted that the next BoG meeting would be held on Tuesday, July 10, 2007, at 1:00 P.M. in New York, NY at the 2007 ACC.

**Adjournment**

Baillieul 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. The meeting was adjourned at 5:00 PM.

*L. G. Bushnell, IEEE CSS Secretary-Administrator, January 16, 2007.*