

IEEE-RAS OCTOBER 2009 ADCOM MEETING MINUTES

2009 October 16 09:00 - 16:00

St. Louis, Missouri

1. INTRODUCTION

1.1 ROLL CALL

PRESENT:

(EXCOM+)

Bruno Siciliano (President),
Kazuhiro Kosuge (President-Elect),
Richard Volz (Jr Past President),
Frank Park (Secretary),
Xiaoping Yun (Treasurer),
Robin Murphy (Parliamentarian),
Rosalyn Snyder (Society Administrator),

(VPs)

Alicia Casals (VP-Member Activities),
Peter Luh (VP-Publications Activities),
John Hollerbach (VP-Conference Activities),
Ian Walker (VP-Financial Activities),
Ken Goldberg (VP-Technical Activities),
Raj Mahdavan (representing IAB VP Alex Zelinsky).

(ADCOM-ASIA/OCEANIA)

Toshio Fukuda,
Shigeki Sugano,
Satoshi Tadokoro,
Fumihito Arai,
Hajime Asama,
Hideki Hashimoto,
Peter Corke,

(ADCOM-EUROPE)

Jean-Paul Laumond,
Roland Siegwart,
Alessandro De Luca,
Stefano Stramigioli,
Antonio Bicchi,

Aude Billard,
Ruediger Dillmann,

(ADCOM-N. AMERICA)

Nancy Amato,
Vijay Kumar,
Lynne Parker,
David Orin,

(PRESIDENT-ELECT CANDIDATE)

Bill Hamel.

ABSENT:

Alex Zelinsky (VP-Industrial Activities),
Carol Reiley (Student Representative)

1.2 STATE OF THE SOCIETY

Report by President Bruno Siciliano .

1.3 APPROVAL OF AGENDA

Approved.

2. CONSENT AGENDA

The following motions from the consent agenda were approved:

2.1 Approval of past minutes

2.2 List of conferences approved by CAB at the spring AdCom meeting:
conference approval list document available on RAS meetings webpage.

2.3 Changes to Policies and Procedures Manual (PPM): The PPM has been extended to provide additional information in several areas. A number of minor clarifications and grammatical corrections have also been made. Further, IEEE TABARC has produced a revised template for new award proposals to replace the previous one. two documents accompany this proposal: the revised PPM (in Word and PDF format), and a set of Powerpoint slides summarizing the proposed changes to the PPM. The changes to Appendix E, the Conflict of Interest (COI), are

not included in this motion, as the proposed COI changes will be brought separately to the AdCom for discussion and vote.

2.4 Ad Hoc Committee on Vice President Elections: The committee is proposing two major items that were both tentatively approved at the Spring AdCom meeting:

- Change in model for the election of Vice Presidents to a confirmation model. This involves changes to the RAS Policies and Procedures Manual.
- Change in schedule for the election from the first year of service of the incumbent President-Elect to the second year at the Spring AdCom meeting.

3. ELECTION FOR PRESIDENT-ELECT

-As per our policies, Vijay Kumar and Peter Corke advised the chair of the Nominations Committee ahead of time that they intended to nominate John Hollerbach from the floor as a candidate for President-Elect. This allowed biographical information to be obtained from John Hollerbach and distributed to the AdCom ahead of time, along with the information from the other candidates. After some discussion about the procedures, Vijay Kumar nominated John Hollerbach (seconded by Peter Corke) from the floor to formally complete the nomination process. Nominations were then closed. The three candidates for president-elect were Bill Hamel, David Orin, and John Hollerbach.

-Following presentations by the three candidates, all candidates left the room, and the meeting entered executive session for the discussion phase. At this point the presiding chair announced that it was the intent of some members of AdCom to invoke a Committee of the Whole. After verbally asking for consent and hearing no objections from voting members, the society Parliamentarian, Robin Murphy, was asked by the presiding chair to remain during the executive session.

-A formal motion to go into a Committee of the Whole was made by an AdCom member. The motion was followed by an explanation by the Parliamentarian that (i) the motion requires a second and is debatable; (ii) it must pass with a 2/3 majority; (iii) all discussions during the Committee of the Whole are confidential, and no minutes are to be recorded. The motion to go into a Committee of

the Whole was then seconded by another AdCom member. The parliamentarian then answered informational questions on behalf of the presiding chair, and the presiding chair reminded the members of the confidentiality requirement. There was no further discussion of the motion by the voting members. The motion was voted upon and passed with a 2/3 majority.

-Upon commencement of the Committee of the Whole, a non-binding vote of the candidates was taken by secret ballot, and the results announced in a quiet manner to each to the voting members. The session of the Committee of the Whole then ended.

-Upon resumption of the executive session to discuss the candidates, a motion to take a 10-minute recess was made and seconded, and subsequently passed by majority vote.

-Following the recess, the official vote for president-elect was conducted via secret ballot, and tallied by the Secretary, Parliamentarian, and Administrative Assistant. Upon resumption of the AdCom business meeting, it was announced by presiding chair Dick Volz that David Orin received the most votes among the three candidates, and declared the president-elect.

NOTE: following the request of a society member, an investigation was conducted by the IEEE TAB Ethics and Conflict Resolution Committee (Chair: Richard V. Cox), where it was found that the president-elect elections followed legal parliamentary procedure. Details of the inquiry are available in a separate report and appendices issued by the Cox Committee.

4. REPORTS

5-10 minute status reports were presented by the following board vice presidents and committee chairs:

- 4.1 Member Activities Board (Alicia Casals)
- 4.2 Division Director Report (Richard Volz)
- 4.3 Publications Activities Board (Peter Luh)
- 4.4 Conference Activities Board (John Hollerbach)
- 4.5 Industrial Activities Board (Raj Madhavan)
- 4.6 Technical Activities Board (Ken Goldberg)
- 4.7 Financial Activities Board (Ian Walker)
- 4.8 Treasurer's Report (Xiaoping Yun)

- 4.9 Steering Committee for Technical Programs (Vijay Kumar)
- 4.10 Electronic Products and Services Board (Stefano Stramigioli)
- 4.11 Awards Committee (Richard Volz)
- 4.12 Long Range Planning Committee (Kazuhiro Kosuge)

5. DISCUSSION AGENDA

5.1 The Conflict of Interest statement for awards was discussed.
The awards chair stated he would modify the statement in accord with the discussion and submit it for AdCom approval via email vote.

5.2 List of Motions

The following motions were discussed and voted upon:

[09-F-01] Motion to formally approve the updated bylaws with the following changes: (1) changes in the AdCom nomination procedure (approved by AdCom at the spring 2009 AdCom meeting); (2) minor editorial and wording changes as listed.

RESULT: Approved (20 yes, 0 no, 0 abstain)

[09-F-02] Motion to split the Pioneer award into two separate awards: one for robotics, and one for automation.

Friendly amendment: Motion to allow for up to two recipients of the Pioneer award in robotics and automation.

Result: Approved (17 yes, 0 no, 0 abstain).

[09-F-03] Motion to require ICRA organizers to include members of the Conference Editorial Board in their PC dinners, and to bear the expense.

Friendly amendment: To require ICRA organizers, at the expense of the conference budget, to invite members of the Conference Editorial Board to a special event with program committee members at the conference in order to recognize their contributions.

Result: Approved (16 yes, 0 no, 2 abstain).

[09-F-04] Motion to approve the MOU between RAS and IFRR for scientific cooperation, and to establish a joint summer school with terms as described in the attached MOU.

Result: Rejected (7 yes, 8 no, 0 abstain).

[09-F-05] Motion to provide \$2500 for a Women in Robotics and Automation lunch meeting at ICRA 2010, as a mentoring program for women researchers in robotics and automation.

Result: Approved (15 yes, 0 no, 0 abstain).

[09-F-06] Motion to have the awards committee investigate the establishment of a best PhD thesis award in robotics and automation. Friendly amendment: Motion to have an ad hoc committee appointed by the president investigate the establishment of a best PhD thesis award in robotics and automation.

Result: Approved (11 yes, 1 no, 4 abstain).

[09-F-07] Motion that \$6600 be reserved once in the 2010 budget for the redesign of RAM magazine, and that an additional cost of \$1200 yearly will be reserved for improving the look and feel (material, cover etc.) of the redesigned magazine starting from 2011.

Result: Approved (16 yes, 0 no, 0 abstain).

[09-F-08] Motion to establish an award in cognitive robotics to be presented at ICRA, per the attached award proposal, to be funded for 5 years by the "Cognition for Technical Systems" (CoTeSys) Institute of Automatic Control Engineering at Technische Universitat Munchen.

Result: Approved (8 yes, 3 no, 4 abstain).

[09-F-09] Motion to establish a new Society award for Product Innovation as described in the award proposal.

Result: Approved (12 yes, 0 no, 1 abstain).

[09-F-10] Motion To renegotiate the IFRR-RAS MOU so that the two organizations equally share the financial and administrative burden of all joint activities.

Result: Rejected (6 yes, 8 no, 3 abstain).

6. NEW BUSINESS

[09-F-11]

Motion that the appointment of the incoming RAM EIC Peter Corke be only for the remainder of the outgoing editor Stefano Stramigioli's term.

Result: Rejected (5 yes, 7 no, 2 abstain).

7. ANNOUNCEMENT OF NEXT ADCOM MEETING

The next RAS AdCom meeting will be held in Anchorage, Alaska, USA (during ICRA 2010) on Saturday 8 May 2010.

8. EXECUTIVE SESSION

Following meeting adjournment, at the request of Toshio Fukuda, an executive session among remaining voting AdCom members was held to discuss procedural aspects of the election for president-elect. Present: Bruno Siciliano, Dick Volz, Frank Park, Xiaoping Yun, Kazuhiro Kosuge, Nancy Amato, Fumihito Arai, Hajime Asama, Toshio Fukuda, Hideki Hashimoto, Lynne Parker, Shigeki Sugano, Satoshi Tadokoro. After lengthy discussion (on the order of 30 minutes) in which no formal actions were taken, it was suggested that the secretary should record all events related to the president-elect election for reference.

(MINUTES RECORDED BY RAS SECRETARY FRANK PARK---LAST UPDATED DECEMBER 14, 2009)