

IEEE Robotics and Automation Society Administrative Committee Meeting Minutes
9:00AM – 5:00PM, November 8, 2013
Hotel Grand Pacific Le Daiba, Room Ginga, Tokyo, Japan

1. Roll Call

AdCom:

Class of 2013: Peter Corke, Toshio Fukuda, Cecilia Laschi, Brad Nelson, Lynne Parker, Shigeki Sugano
Class of 2014: Nancy Amato, Fumihito Arai, Antonio Bicchi, Wolfram Burgard, Oussama Khatib
Class of 2015: Martin Buss, Bill Hamel, Max Meng, Ning Xi, Kazuhito Yokoi, Jianwei Zhang
Student Representative: Laura Margheri

ExCom (Voting Members):

David Orin (President), Raja Chatila (President-Elect), Kazuhiro Kosuge (Junior Past President), Frank Park (Secretary), Ron Lumia (Treasurer)

ExCom (Non-Voting Members):

Nikos Papanikolopoulos (VP CAB), Tony Maciejewski (VP FAB), Raj Madhavan (VP IAB), Stefano Stramigioli (VP MAB), Alessandro De Luca (VP PAB), Satoshi Tadokoro (VP TAB), Kevin Lynch (Parliamentarian)

Other Attendees:

Kathy Colabaugh (IEEE), Rachel Warnick (IEEE), Alicia Zupeck (IEEE), Peter Luh (Chair of Ad Hoc Committee on Automation), Ruediger Dillmann (ICRA 2013 General Chair), Jing Xiao, George Lee, Yasushi Nakauchi.

Absent:

Robin Murphy (AdCom Class of 2014), Bruno Siciliano (Senior Past President).

2. Moment of Silence in Honor of Dick Volz

3. Report on Past Minutes

Report on past minutes from the 11 May 2013 AdCom Meeting (Distributed to AdCom via email on 31 May 2013, considered approved after no objections were received by the secretary).

4. State of the Society Address (President David Orin)

5. Election for RAS President-Elect

Presentations by the two candidates (Shigeki Sugano and Satoshi Tadokoro for RAS president for term beginning January 1, 2016, followed by question-and-answer session and voting by secret ballot.

Result: Satoshi Tadokoro elected as President-Elect for 2014-2015 by majority vote.

6. Reports by RAS Boards and Committees

- 6.1.** Publications Activities Board Report (Alessandro De Luca)
- 6.2.** Conference Activities Board Report (Nikos Papanikolopoulos)
- 6.3.** IROS 2013 Report (Shigeki Sugano)
- 6.4.** Technical Activities Board Report (Satoshi Tadokoro)
- 6.5.** Industrial Activities Board Report (Raj Madhavan)
- 6.6.** Member Activities Board Report (Stefano Stramigioli)
- 6.7.** Financial Activities Board Report (Anthony Maciejewski)
- 6.8.** Treasurer's Report (Ronald Lumia)

- 6.9. Electronic Products and Services Board Report (Nancy Amato)
- 6.10. Ad Hoc Committee on Automation Report (Peter Luh)
- 6.11. Long Range Planning Committee Report (Raja Chatila)
- 6.12. Nominations Committee Report (Kazuhiro Kosuge)
- 6.13. Awards Committee Report (Frank Park)
- 6.14. Ad Hoc Committee on AdCom Election Process (Frank Park)
- 6.15. ICRA 2014 Report (Ning Xi)
- 6.16. RAS SIGHT Report (Raj Madhavan)
- 6.17. RAS Robotics History Project (Oussama Khatib)

7. Consent Agenda Motions

The following five motions were put to a single vote by AdCom, without discussion (relevant documents available on <http://meetings.ieee-ras.org>). All motions approved after no objections were voiced.

7.1. [Motion] To approve the attached list (below) of RAS-sponsored conferences and workshops (N. Papanikolopoulos)

Status: Accepted

7.2. [Motion] To approve the following projects on creation of educational materials (S. Tadokoro):

- (1) Educational Program in Haptics (TC on Haptics, Antonio Frisoli. 2014: \$5,000. 2015: \$5,000).
- (2) Robotics in the Classroom (TC on Human-Robot Interaction and Coordination, Pericle Salvini. 2014: \$10,000).
- (3) Systems Engineering Essentials for Robotic Systems (TC on Mobile Manipulation, Fred Looft. 2014: \$10,000).
- (4) The Robot Programming Network (TC on Networked Robots, Eric Cervera Mateu. 2014: \$10,000).
- (5) Case Study of Modeling and Control in Energy-Efficient Buildings (TC on Smart Buildings, Samuel Qing-Shan Jia. 2014: \$10,000).

Status: Accepted

7.3. [Motion] To create the position of GOLD representative within the Membership, Admissions and Retention Committee to address all issues related to GOLD. (S. Stramigioli)

Status: Accepted

7.4. [Motion] To allocate up to USD 5,000 to purchase RAS 25th anniversary commemoration T-shirts. (S. Stramigioli).

Status: Accepted

7.5. [Motion] (1) To retarget the USD 10,000 approved at the May 2013 AdCom meeting to engage IEEE.tv to archive and make available ICRA and IROS videos through our website (to be expended in 2013); (2) to allocate USD 10,000 to support the robotics history project (to be expended in 2014). (N. Amato)

Status: Accepted

8. Discussion Agenda Motions

The following motions were discussed and put to a vote by Adcom (relevant documents available at <http://meetings.ieee-ras.org>):

8.1. [Motion] To allocate up to USD 10,000 per year for two years (2014-2015), for IAB to hold standards committee meetings at RAS-sponsored events. (R. Madhavan, IAB)

Status: Accepted (18 Y, 0 N, 0 Abs)

8.2. [Motion] To allocate up to USD 10,000 annually for IAB to hold at least one conference workshop that focuses on entrepreneurship. (R. Madhavan, IAB)

8.2.1. [Friendly Amendment] To allocate up to USD 10,000 annually for IAB to hold at least one conference workshop that focuses on entrepreneurship and disseminate through magazine and/or online video.

Status: Accepted (18 Y, 0 N, 0 Abs)

8.3. [Motion] To allocate up to USD 6,000 annually for best ICRA AE and best ICRA reviewer awards. Details on criteria, amount, and number of awards to be determined in consultation with the society awards committee. (N. Papanikolopoulos, CAB).

8.3.1. [Friendly Amendment] To allocate up to USD 6,000 annually for best ICRA AE and best ICRA reviewer awards. The management and evaluation of these awards will be the responsibility of the CEB editor-in-chief. Details on criteria, amount, and number of awards to be determined in consultation with the society awards committee. (N. Papanikolopoulos, CAB).

Status: Rejected (8 Y, 11 N, 2 Abs)

8.4. [Motion] To allocate up to USD 50,000 to ICRA conference organizers to guarantee adequate internet access at the venue. The conference organizers must submit a suitable plan to the EPSB that meets a specified quality of service. The plan must be approved by CAB at least one year prior to the conference. (N. Papanikolopoulos, CAB).

8.4.1 [Friendly Amendment] To split the motion into the following two motions: (1) The ICRA conference organizers must submit to CAB a suitable plan for internet service that meets a quality of service specified by the EPSB. The plan must be approved by CAB at least one year prior to the conference. (2) To allocate up to USD 50,000 to ICRA conference organizers to guarantee adequate internet access at the venue.

8.4.2 [Motion] To require ICRA conference organizers to submit to CAB a suitable plan for internet service that meets a quality of service specified by the EPSB. The plan must be approved by CAB at least one year prior to the conference (N. Papanikolopoulos, CAB)

Status: Accepted (21 Y, 0 N, 0 Abs)

8.4.3 [Motion] To withdraw the second part of the motion, "To allocate up to USD 50,000 to ICRA conference organizers to guarantee adequate internet access at the venue." (N. Papanikolopoulos, CAB)

Status: Accepted (15 Y, 3 N, 3 Abs)

8.5. [Motion] To create a new Standing Committee on Automation to nurture, facilitate and promote automation-related programs across technical, conference, publication, industrial, and member activities. (P. Luh, Chair of Ad Hoc Committee on Automation).

Status: Rejected (5 Y, 4 N, 11 Abs)

9. New Business/Other

Motion from the floor (A. Bicchi): "In the event that CAB does not approve the plan for internet service submitted by the ICRA organizers, EPSB is charged with the responsibility of procuring adequate service. Up to USD 50,000 is allocated towards this purpose."

Status: Withdrawn after discussion on floor.

10. Announcement of the Next AdCom Meeting

9:00-17:00, June 6, 2014, Hong Kong, China (ICRA 2014)

MEETING ADJOURNED AT 17:00

Conferences Sponsorship (2013) 2013 Fall AdCom

[illegible]

	Conferences Sponsorship (2014)	2013 Fall AdCom
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[illegible]

Conferences Sponsorship (2015) 2013 Fall AdCom

Conf. No.	Meeting Name	Meeting Location	Meeting Date	Name/Affiliation/Email	Proposal Submission	Approval Date	IEEE RAS Sponsorship	Other Organizational Units	Notes
15-1	2015 IEEE International Conference on Robotics and Automation (ICRA2015)	Seattle Washington USA	May 25-30	Lynne E. Parker The University of Tennessee Knoxville, TN USA parker@eecs.utk.edu			Sole-Sponsor (100%)		IEEE#30979 Budget received
15-2	2015 IEEE/RSJ Internatoinal Conference on Intelligent Robots and Systems (IROS2015)	Hamburg Germany	Sept. 28-Oct.2	Jianwei Zhang University of Hamburg Germany zhang@informatik.uni-hamburg.de	Nov. 7 2013	Nov. 7 (CB) 2013 Nov. 8 (AdCom)	Co-Sponsor (25%)	IEEE IES (25%) RSJ (35%) SICE (15%)	
15-3	2015 IEEE World Haptics Conference (WHC2015)	Chicago, IL USA	June 21-24	Hong Z. Tan Purdue University USA hongtan@purdue.edu	Oct. 20 2013	Nov. 7 (CB) 2013 Nov. 8 (AdCom)	Sole-Sponsor (100%)		IEEE#32806 Budget not received