

APPROVED MINUTES

IEEE Robotics and Automation Society Administrative Committee (AdCom) Meeting Minutes VIRTUAL MEETING (IROS 2020) 09:00 – 12:00 EDT, October 30th, 2020

1) Meeting Called to Order

09:00 EDT (GMT-4)

The agenda and the full reports can be found at <https://agd.ieee.org/mpt/Agenda.aspx?eid=16862>

2) Roll Call and Introductions

• 18 Elected Members (Voting Members)

- o **Term ending 12/31/20:** Minoru Asada, Tamim Asfour, Maria Pia Fanti, Zhidong Wang, Richard Vaughan, and Jing Xiao
- o **Term ending 12/31/21:** Kasper Althoefer, Gianluca Antonelli, Fumihito Arai, Megan Emmons, Kenji Suzuki, and Richard Voyles
- o **Term ending 12/31/22:** Alin Albu-Schaeffer, Marcelo Ang, Jaydev Desai, Yasuhisa Hasegawa, Yasuhisa Hirata, Cecilia Laschi,.

- **Student AdCom Member (With Vote):** Cara Nunez
- **RAS Junior Past President (With Vote):** Wolfram Burgard
- **ExCom (Voting Members):** Seth Hutchinson (President), Paolo Fiorini (Secretary), Venkat Krovi (Treasurer), and Frank Park (President Elect)
- **ExCom (Non-Voting Members):** Torsten Kroeger (VP CAB), Yasushi Nakauchi (VP FAB), Robert Ambrose (VP IAB), Nancy Amato (VP MAB), Aude Billard (VP PAB), Tony Maciejewski (VP TAB), Zhidong Wang (VP EPSB), and Hong Zhang (Parliamentarian)
- **Other Attendees (Non-Voting):** Toshio Fukuda (IEEE President), Kazuhiro Kosuge (IEEE Vice President for Technical Activities), Jyh-Ming Lien (Associate VP MAB), Paul Oh (IROS 2020 General Chair), Dongbin Kim (University of Nevada-Las Vegas), Kevin Lynch (EIC T-RO), Max Meng (ICRA 2021 General Chair), Peter Corke (Chair, RAS AdHoc on Education Strategy), Tamás Haidegger (Associate VP IAB), Lino Marques (Chair, RAS SIGHT), Geoff Nagy (Senior Chair, RAS SAC), Satoshi Tadokoro (Chair, RAS Awards Committee), Kathy Colabaugh (IEEE RAS Operations Manager), Amy Reeder (IEEE RAS Society Program Specialist), Alexis Simoes (IEEE RAS Program Coordinator), Randi Sumner (IEEE Senior Director)

24 voting members attending - need 12 affirmative votes to pass motions

3) Approval of Agenda (including Consent Agenda and Standing Orders) (Fiorini): Approved

4) State of the Society (Hutchinson)

5) State of the IEEE (Fukuda)

6) State of the IEEE Technical Activities (Kosuge)

7) Ad hoc Committee on Education Strategy (Corke)

8) Approval of IEEE RAS Standing Committee on Educational Activities (Hutchinson)

- **Motion:** to transition AdHoc on Educational Strategy to Standing Committee on Educational Activities with membership to include a representative from MAB, CAB, TAB, PAB, EPSB and IAB

appointed by their respective Vice Presidents and additional members and a chair appointed by the President of the Society.

- **Discussion:** Q: When would it start? A: hope is the committee will only last one year and then be transitioned to Board. There was a suggestion to add a SAC representative as a member
- **Motion passed unanimously**

9) IROS 2020 wrap-up (Oh)

- 20,000 registrants! Free registration. IROS 2020 thought was to make it a “Netflix” kind of conference. On demand. No other society has offered a completely free conference.
- **Comment:** offer platform as a best practice for other conferences

10) Long Range Planning Committee (Park)

- Generated a report shared in May which summarizes challenges faced by the society- covid 19, growth, structural changes with the TCs, more TC involvement in conferences and publications, dedicated IEEE staff support for conferences, better integration of paperplaza, further embracing industry, training and mentoring the next generation, educational resources, better oversight of our mentoring activities, etc.
- Are our boards organized in the right way?
- Longer term goals?
- Adcom- should the members be increased?
- Should Adcom election rules be modified or simplified?
- Partner with local societies
- Where will we be 10-20 years from now?

11) Diversity and Inclusion (Amato)

- Increase in women lead roles since 2015
- Same people get asked to fill these roles
- Each RAS Board was asked to submit action items to AdCom

12) Break (Fiorini)

13) CAB Report Highlights and new initiatives (Kroeger).

- Welcome Lukrecija Lelong (MCE) to support RAS
- 82 events that we support (29 w/ financial responsibilities)
- ICRA 2024 - Yokohama, Japan
- ICRA 2025 - Mexico & Austin, Texas- both teams will receive feedback to improve proposals, final decision presented to Adcom @ ICRA 2021
- Diversity - addendum for RAS sponsorship applications
- Infovaya is the default app for conferences

14) IAB Report. Highlights and new initiatives (Ambrose).

- Many meetings during IROS 2020, standardization meetings, roadmap coming soon
- Delphi Study- increase in diversity of advisory committee.
- Interested in including industry - construction
- Present problems and look for a solution

15) EPSB Report. Highlights and new initiatives (Wang).

- Increase in subscribers and views
- Subtitle generation and multi language videos
- Wants to work with MAB for social media committee member
- Robohub, Bilibili

- Enhance e-services
- Student Member Initiatives- social media ambassadors

16) MAB Report Highlights and new initiatives (Amato).

- Developing countries - 2 year mentoring program, with goal of authorship of a paper presented at an RAS conference and/or published in an RAS journal
- History site - recent updates. Staging site- <http://alpha.cmsbox.in/ieee/roboticists.html>

17) PAB Report Highlights and new initiatives (Billard).

18) TAB Report Highlights and new initiatives (Maciejewski).

- Changed the scheduling of TC reviews: will have 2 virtual TC review meetings between ICRA and IROS. All of AdCom are invited to participate.

19) FAB and Treasurer Reports (Nakauchi - Krovi).

- Growth from periodicals is positive; Conference income is expected to be negative
- RAS reserves continuing to grow

20) Award Committee Report (Tadokoro). Rationale for award revision:

- Revision of ICRA paper awards: mismatch between conference papers and awards and mismatch between most cited papers and proposal that contains all categories of robotics, the foundation of our domain; Mechanism in place for transition phase
- RA-L Best Paper Award: number of papers to RA-L increasing considerably; Max of papers changed from 1 to 5 papers and in some exceptions up to 7 papers; Prize of 5K shared by all authors (if 5 papers, 1K for each paper); Papers will be selected by RA-L Editorial Board and will be grouped together under category of “Best RA-L Papers”

21) Motions (Fiorini)

- **Motion:** Extend duration of AdCom Meeting to 12:40 pm. **Motion passed unanimously.**
- **Motion:** Restructuring ICRA conference paper awards and initiating the necessary process to establish a pool of sponsors together with IAB and CAB (probably first time at ICRA 2022) **Motion passed unanimously.**

22) Overview of financial motions (Nakauchi)

23) Award Committee Motion: RA-Letters Best Paper Award Revision (Tadokoro). Passed

- **Detailed text:** To move changing the specifications as follows: Max number of recipients: 5 papers (exceptional case 7 papers), Prize: 5K USD shared by all authors (if 5 papers, 1K for each paper), certificates for individual authors.

24) MAB Motion (Amato) Incentive for RAS Member Survey Completion: Free Society Membership. Passed

- **Detailed text:** To allocate up to USD 10,000 to be used to provide 1-year RAS memberships to respondents of a survey of RAS members in 2021 on a first come first awarded basis. At least 500 will be allocated to students and at least 500 to non-students.

25) Other/New Business (Fiorini) No New Business

26) IEEE RAS-SIGHT Report (Marques)

- **Revised Motion:** Request reduced from \$40K to \$25K. Questions were raised as to the quality of the reports submitted. Lino will contact investigators and ask for missing reports, and more detailed follow-up of projects.
- Motion to amend SIGHT motion: add “improved oversight, management and better reporting.”
Amendment failed (6 voting in favor; 11 against)
- **Motion to Table SIGHT motion: Passed**

27) Next Adcom Meeting (Fiorini): 6 June 2021 in Xi'an, China (ICRA 2021 Venue)

28) Meeting Adjourned (Fiorini): 12:10 pm EDT