

APPROVED MINUTES

IEEE Robotics and Automation Society Administrative Committee (AdCom) Meeting Minutes Venetian Macao Resort Hotel, Macao, China (IROS 2019) 09:00 – 17:10, November 9, 2019

1) Meeting Called to Order

09:00 (Macao, GMT+8)

Agenda and full reports can be found at:

<https://tawapps.ieee.org/mpt/Agenda.aspx?eid=14697>

2) Roll Call and Introductions

• 18 Elected Members (Voting Members)

- **Term ending 12/31/19:** Antonio Bicchi, Yasuhisa Hasegawa, Jaydev Desai, Dong Soo Kwon, Tony Maciejewski, and Hong Qiao (absent)
- **Term ending 12/31/20:** Minoru Asada, Tamim Asfour, Maria Pia Fanti (absent), Kazuhiro Kosuge, Richard Vaughan (absent), and Jing Xiao
- **Term ending 12/31/21:** Kasper Althoefer, Gianluca Antonelli, Fumihito Arai, Megan Emmons, Kenji Suzuki, and Richard Voyles

• Student AdCom Member (with Vote): Geoff Nagy

• RAS Junior Past President (with Vote): Satoshi Tadokoro

• ExCom (Voting Members): Wolfram Burgard (President), Hong Zhang (Secretary), Venkat Krovi (Treasurer), and Seth Hutchinson (President Elect)

• ExCom (Non-Voting Members): Torsten Kroeger (VP CAB), Yasushi Nakauchi (VP FAB), Dominik Boesl (VP IAB), Nancy Amato (VP MAB), Eugenio Guglielmelli (VP PAB - absent), Lianqing Liu (VP TAB), Zhidong Wang (VP EPSB), and Paul Oh (Parliamentarian)

• Other Attendees (Non-Voting): Toshio Fukuda (IEEE President Elect), Raja Chatila (Senior Past President), Robert Ambrose (VP IAB Elect), Frank Park (RAS President Elect Candidate), Dong Sun (IROS 2019 General Chair), Kathy Colabaugh (IEEE RAS Operations Manager), Amy Reeder (IEEE RAS Program Specialist), Alexis Simoes (IEEE RAS Program Coordinator), and M Measel (IEEE MCE Staff),

3) Report on Past Minutes (Zhang)

[Minutes of AdCom Meeting at ICRA 2019](#) in Montreal were approved.

4) Approval of Agenda Including Consent Agenda and Standing Orders (Zhang)

5) State of the Society Report (Burgard)

Wolfram Burgard, President of RAS, gave a report on the state of the society.

6) State of IEEE (Fukuda)

Toshio Fukuda, President Elect of IEEE, gave a report on the state of the IEEE.

[\(Link to slides\)](#)

7) State of IEEE Technical Activities (Kazuhiro)

Kazuhiro Kosuge, VP Elect of IEEE Technical Activities, gave a report on the state of the IEEE Technical Activities.

8) IROS 2019 Wrap Up (Sun and Arai)

Dong Sun and Fumihito Arai, General Chair and Program Chair of IROS 2019, gave a report on IROS 2019.

[\(link to slides\)](#)

9) Coffee Break (Zhang)

10) President-Elect Candidate Selection (Tadokoro)

Satoshi Takodoro, chair of the RAS nomination committee, introduced the slate of RAS President-Elect candidates.

[\(Link to candidate information\)](#)

11) President-Elect Candidate Presentation (Kwon)

Dong-Soo Kwon gave a presentation (10-min) followed by a Q&A session (5-min).

[\(Link to candidate information\)](#)

12) President-Elect Candidate Presentation (Meng)

Max Meng gave a presentation (10-min) followed by a Q&A session (5-min).

[\(Link to candidate information\)](#)

13) President-Elect Candidate Presentation (Nakauchi)

Yasushi Nakauchi gave a presentation (10-min) followed by a Q&A session (5-min).

[\(Link to candidate information\)](#)

14) President-Elect Candidate Presentation (Park)

Frank Park gave a presentation (10-min) followed by a Q&A session (5-min).

[\(Link to candidate information\)](#)

15) RAS President-Elect 2020-21 – Evaluation and Vote (Tadokoro)

Frank Park was selected as President-Elect for 2020-21.

16) CAB Report (Kroeger)

Torsten Kroeger, VP of Conference Activities, presented the report on conference activities.

[\(link to slides\)](#).

17) Lunch in Room L1-R5 (Zhang)

18) PAB Report (Bicchi)

Antonio Bicchi, Past VP of Publication Activities, presented the report for PAB.

[\(link to slides\)](#)

19) IAB Report (Boesl)

Dominik Boesl, VP of Industrial Activities, presented the report for IAB.

[\(link to slides\)](#)

20) MAB Report (Amato)

Nancy Amato, VP of Member Activities, presented the report for MAB.

[\(link to slides\)](#)

21) TAB Report (Liu)

Lianqing Liu, VP of Technical Activities, presented his report on behalf of TAB.

[\(link to slides\)](#)

22) EPSB Report (Wang)

Zhidong Wang, VP of Electronic Products and Services, presented the report of the Electronic Products and Services Board.

[\(link to slides\)](#)

23) FAB Report (Nakauchi)

Yasushi Nakauchi, VP of Financial Activities, presented his report on FAB.

[\(link to slides\)](#)

24) Treasurer's Report (Krovi)

RAS Treasurer Venkat Krovi presented his report.

[\(link to slides\)](#)

25) President-Elect Report (Hutchinson)

RAS President-Elect Seth Hutchinson presented a report of the Long-Range Planning Committee (LRPC).

26) Nomination Committee Report (Tadokoro)

Satoshi Tadokoro, Chair of RAS Nominations Committee, presented the report of the committee.

[\(link to slides\)](#)

27) P & P Change Regarding Tie Breaking (Tadokoro)

Satoshi Tadokoro, Chair of the RAS Nominations Committee, made a motion on a change to the RAS Policy and Procedure regarding tie-breaking in AdCom election.

[\(link to slides\)](#)

Vote: passed by majority

28) RAS Awards Committee Report (Chatila)

Raja Chatila, Chair of RAS Awards Committee, presented the committee report.

[\(link to slides\)](#)

29) Coffee Break (Zhang)

30) RAS Motions (Zhang)

31) Financial Overview of Motions (Nakauchi)

Yasushi Nakauchi, VP of Financial Activities, provided an overview of the motions of financial impact to be considered by AdCom.

[\(link to slides\)](#)

32) Portal for Conference Sponsors and Exhibitors (Kroeger)

[\(link to slides\)](#)

Detailed Motion:

To allocate a one-time amount of up to USD 30,000 to create a GDPR-compliant online portal for managing contact information of conference sponsors and exhibitors in 2019/2020.

Vote: passed by majority

33) Sponsorship of IEEE TCDS (Bicchi/Gugliemelli)

[\(link to slides\)](#)

Detailed Motion:

To allocate USD 1,000 yearly, starting from 2021, in order to increase RAS financial co-sponsorship of the “IEEE Transactions on Cognitive and Developmental Systems” from 20% to 30%.

Vote: passed by majority

34) Global Delphi Study (Boesl)

[\(link to slides\)](#)

Detailed Motion:

To approve funds of up to USD 30,000 in 2020 to support the realization of the “Global Delphi Study on Future of Robotics in 2050+”.

Vote: passed by majority

35) Chapter Grants (Amato)

[\(link to slides\)](#)

Detailed Motion:

To allocate an additional USD 10,000 for RAS Chapter Grants in 2019 to account for an additional approximately 22 Chapter Startup requests.

Vote: passed by majority

36) Video Recording of DL's (Amato)

[\(link to slides\)](#)

Detailed Motion:

To make a one-time allocation of USD 10,000 for recording talks by Distinguished Lecturers in studio settings in 2019-2020. Up to USD 1,000 will be allocated to a Distinguished Lecturer to record a talk. Funds will be allocated on a first come first served basis.

Vote: passed by majority

37) Other/New Business (Zhang)

38) Motion to Reduce IEEE Student Member Registration (Desai/Asfour)

[\(link to slides\)](#)

Detailed Motion:

Move to reduce the IEEE student member registration fee for 2020 ICRA by Euro 100. Resulting difference in the registration fee will be subsidized by IEEE RAS (estimated financial impact: USD 150K).

Vote: passed by majority

39) Next AdCom Meeting (Zhang)

The next AdCom meeting will be held on June 5, 2020 in Paris, France at the ICRA 2020 venue.

40) Meeting Adjourned at 17:10, November 9, 2019