

AGENDA & MINUTES (IN ITALICS, INLINE)

AVS Committee – 1st Meeting Call using Zoom

2021-04-17 2:00PM – 4:00PM BST

1) Call to Order & Roll Call [15min.]

Objective: Reach quorum for item discussion.

Background: Need majority for official meeting. See Addendum A for attending members.

Sugiyama announced quorum not achieved, and therefore, this meeting was only for exchanging information.

2) Approval of Agenda –ALL [2min.]

Objective: Quick review of agenda for all participants

Background: Agenda already dispatched

*Sugiyama showed the agenda on the screen
Agenda approved by participants*

3) Self-Introduction of Members - ALL [13min]

Objective: Self-introduction of participants (name, affiliation, etc.)

Background: See Appendix A for the list of all members

All participants quickly introduced themselves.

4) Communication from the Chair - AVS Chair [3min]

Objective: Explain how the TC was established.

Background: Share thoughts with members.

Chair: Akihiko (Ken) Sugiyama (Yahoo Japan), V. Chair: Fernando (Fer) Pescador (U Politécnica de Madrid), Secretary: Shingchern (David) You (National Taipei UoTech), 47 members (America 5, Europe 11, Asia 31)

Sugiyama mentioned the following points: (a) where the member list was from, (b) it was OK to leave the committee by just sending a note to the TC Chair, (c) there was no official rule currently to be a member each member needs to devote him/herself to the TC activities.

5) Proposal of In-TC Committees –AVS Chair [25min]

Objective: To review all in-TC committees, listed below

- a. Review: to arrange all conference reviews for the AVS track
 - Chair:
 - Audio:
 - Video:
 - Systems/SP:
- b. Nomination and Election: to nominate candidates and manage elections
 - Chair:
- c. Web and Publicity: to maintain webpage
 - Chair:
- d. Publication: to manage publication issues including EDICS
 - Chair:
- e. Industry Relations: to develop industry relations
 - Chair:
- f. Conference: to arrange AVS related sessions
 - Chair:
- g. Education: to plan educational activities
 - Chair:

h. Fellow and Award: to support Fellow elevation and other recognitions

Chair:

i. Student Competition: to manage Student Competition activities

Chair:

Background: To allocate members to in-TC committees

- *Sugiyama explained how 9 in-TC committees were listed, and asked all members to choose, at least, one committee to join and inform him ASAP.*
- *G. V. Wallendael asked to clarify the responsibilities of some in-TC committees. Sugiyama replied:*

Review committee: To coordinate review for conferences (ICCE, ICCE Berlin, etc.). Due to the heavy load of this committee, several sub-fields were established.

Nomination and election committee: To nominate candidates and manage elections

Web and Publicity committee: To maintain webpages of AVS TC (in CTSoc), member rosters, possible job postings, and anything required to be posted in the AVS TC webpage.

Publication committee: To manage publication issues including EDICS

Industry Relations committee: To maintain, establish, or promote relations with industry and to attract more industrial members. Support conference special sessions, such as industrial panels and invited talks, and invite their chairs from industry.

Conference committee: To arrange AVS related sessions in CTSoc conferences.

Education committee: To plan and perform education related activities (not clearly defined now). Possible works include recommending distinguished lectures in CTSoc and arranging lectures and talks for local chapters and conferences.

Fellow and Award committee: Many failures in fellow nominations due to poor recommendation materials. This committee supports members to find suitable nominator, references, and endorsers for Fellow and Senior Member elevation. Recommending members to competitive IEEE-level awards.

Student Competition committee: CTSoc will be the main body to support and arrange student competitions. This committee is to respond and to support CTSoc upon request.

- *I. Hamzaoglu asked to clarify the eligibility of the reviewers. . Sugiyama replied:
Reviewers may not be a Review Committee member. The Review Committee members perform the review by themselves and also determine who are additionally qualified to perform the review for him/herself (especially for young reviewers) and control the review process.*

6) Member Recruitment - ALL [3min]

Objective: No intention to recruit more members (passive).

Background: It is a required item

Sugiyama explained that the AVS TC currently had 47 members, which were too many. He would ask a removal procedure to exclude members who are not willing to devote him/herself to the AVS TC activities. Need to choose the right persons to work for the TC.

7) 7. Recognition of Member Service - ALL [5min]

Objective: To recognize member services

Background: It is a required item by the CTSoc TC Board

Sugiyama mentioned some possible rewards, including Certificate, Plaque, Invited Paper, Guest Editorship, and Conference fee discount. This issue might be more suitable discussed in the CTSoc level.

8) A.O.B.: - ALL [15min]

- *S. C. You asked what if the quorum is never achieved in the future meetings. Sugiyama answered the following points: a) It is a serious problem and he would bring this issue to the TC Board meeting. b) The TC meeting was too often. It was better to have a few meetings per year. He would raise this issue to the next TC board meeting. c) The first meeting was held in a rush to make it in time for the next TC Board meeting scheduled in the last week of April. We may find a day convenient for more members next time.*
- *G. V. Wallendael asked a possibility of face-to-face meetings after the COVID-19 pandemic. Sugiyama confirmed the possibility and suggested good meeting timing would be ICCE (LV) and ICCE Berlin, because both were six months apart.*
- *S-H Park asked if there was any cooperation between review committee and transaction reviews. Fernando Pescador, EiC, Trans. CE, replied there was no cooperation currently. He said he would bring this issue to the next pub board meeting.*

9) Next Meeting - ALL [10min.]

Sugiyama explained that the next meeting was originally scheduled in late June, but it might be delayed (depending on the outcome of the next TC Board meeting). The actual meeting date would also be determined by polling. Some participants suggested some points:

(a) Meeting date could also include weekends. Probability that would fit someone had to work in the weekdays. Sugiyama agreed.

(b) Provide a clear time zone (or conversion table) for meeting time. Sugiyama suggested that the meeting time be specified by BST (or GMT) and let the members perform conversion by themselves.

(c) A reminder e-mail which was sent by 12 hours before the meeting was good to avoid possible time conversions. Sugiyama agreed.

Adjournment [15:20 BST]

The meeting was adjourned at 15:20 BST.

Addendum A – Member Roster

Committee Chair, % Vice Chair

Member	Committee	Present	Affiliation
Akihiko K. Sugiyama	Chair	X	Yahoo Japan Corporation
Fernando Pescador	Vice Chair	X	Universidad Politécnica de Madrid
Shingchern (David) You	Secretary	X	National Taipei University of Technology
Charith Abhayaratne		X	The University of Sheffield
David B.L. Bong			Universiti Malaysia Sarawak
Julián Cabrera		X	Universidad Politécnica de Madrid
Sung-Ho Chae			Korea University
Miguel Chavarrías		X	Universidad Politécnica de Madrid
Mei-Juan Chen			National Dong Hwa University
David K. Han			Office of Naval Research
Ilker Hamzaoglu		X	Sabanci University
Chung-Hsun Huang			National Chung Cheng University
Yusuke Ikeda			Tokyo Denki University
Euee S. Jang			Hanyang University
David Jimenez		X	Universidad Politécnica de Madrid
Ercan Kalali			Sabanci University
Hari Kalva			Florida Atlantic University
Hong Kook Kim			Gwangju Institute of Science and Technology
Dong Seong Kim			Kumoh National Institute of Technology
Changick Kim			Korea Advanced Institute of Sci. and Tech.
Tae-Hwan Kim			Korea Aerospace University
Jong-Ok Kim			Korea University
Pei-Jun Lee			National Chi Nan University
Ting-Lan Lin			National Taipei University of Technology
Bor-Shyh Lin			National Chiao Tung University
Wei-Min Liu		X	National Chung Cheng University
Muhammad Tariq Mahmood			Korea University of Technology and Education
Thanuja Mallikarachchi		X	Cardiff Metropolitan University
Wheidima Melo			Universidade do Estado do Amazonas
José Manuel Menéndez			Universidad Politécnica de Madrid
Kenji Ozawa			University of Yamanashi
Sang-hyo Park		X	Kyungpook National University
Heri Prasetyo		X	Universitas Sebelas Maret
Rappy Saha		X	Ronix Inc.
Joongchol Shin			Chung Ang University
Waldir Silva			Universidade Federal do Amazonas
Jim Slevinsky			TELUS Communications
Giuseppe Spampinato		X	STMicroelectronics
Yoshihiro Sugaya			Tohoku University
Norihiro Sugita		X	Tohoku University
Glenn Van Wallendael		X	Ghent University - imec
Yumi Wakita			Osaka Institute of Technology
Sheng-Ming Wang			National Taipei University of Technology
Ekkawit Wangkanklang			Shibaura Institute of Technology
Osamu Watanabe		X	Takushoku University
Xiao Yao			Hohai University
Chia-Hung Yeh			National Sun Yat-Sen University

X if present at the meeting