

IFS TC Meeting Minutes

8 June 2003, ICASSP, Rhodes, Greece

Participants:

- **Present in-person:** Zeki Erkin (Chair), Marc Chaumont, Paolo Bestagini, Jiande Sun
- **Present online:** William Puech, Emanuele Maiorana, Irene Amerini, Fernando Alonso-Fernandez, Chiara Galdi, Benedetta Tondi and Roberto Caldelli
- **Associate Members in-person:** Min Wu, Mauro Barni, Patrizio Campisi
- **Guest:** Fernando Perez-Gonzalez, Xiangui Kang
- **Absent with excuse:** Annalisa Verdoliva (vice-chair), Marco Fontani and Anselmo Ferreira
- **Absent:** Aparna Bharati, Pavel Korshunov, Minoru Kuribayashi, Li Li, Manhua Liu, Scott McCloskey, Daniel Moreira, Alan Pinto, Jan Butora, Christian Riess, Bindu Chandna, Taha Sencar, Shunquan Tan, Remi Cogranne, Marta Gomez Barrero, Ashish Khisti, Fernanda Andalo, Ran He and Pauline Puteaux.

Agenda:

- Opening
- ICIP/ICASSP/WIFS review responsibilities with TIFS emergency reviews
- WIFS 2023 planning (I can ask the chairs to give an update)
- Next WIFS location (candidates)
- New member nominations (schedule)
- Award nominations
- Monthly webinar (Jana is in charge)
- Support for Eurasip Journal on Information Security
- Ways to motivate TC members to be more active
- AoB

Minutes:

- Opening and welcome by [Zeki Erkin]
- [MW] suggested to discuss the issue around IEEE TIFS. There is a significant backlog (60-70 papers) in the system that have been there for a year or so.
 - TC members are invited to help with the backlog. This is voluntary based work. [ZE] This can be a one-time help.
 - [MB] A mechanism should be established not to have such a situation again.
 - [MW] There should be a list of emergency reviewers in the TC to be used as a last resort.
 - [MW-MB] A liaison from TC should be appointed to the management (Currently AV is deputy EiC) to keep the organic connection between TIFS and IFS TC, EiC should be a member of the TC automatically. [**Note by ZE:**] Bylaw

says TC is responsible to suggest AE to the EIC but I think this is not practices at the moment and not enough to secure the connection.

- [MW-BM]: New members should be also considered based on EDICS of the journal and keep a few positions for new areas such as Hardware and Network Security.
- [MW] suggested to have new members from emerging topics but only promote them to the voting members when they fulfil their task properly: reviews for ICASSP, ICIP, WIFS and TIFS(emergency) and active role in the TC including participation in the TC meetings (WIFS and ICASSP).
- [ZE] summarized the ICASSP review timeline (see slides).
 - Workshop and challenge sub-committee should propose some challenges for ICASSP
 - 3 yearlong challenges (3 editions with fixed deadlines) are on the table.
- Organizers of WIFS 2023 were absent. No update.
- WIFS 2024, two candidates:
 - Rome: [EM] was suggested to involve more diverse people in the committee.
 - Perth: [JS] advised to propose the next year. [Update: JS will proceed]
- Nominations and Elections Sub-committee should start with the preparations for
 - Electing 13 new members
 - Vice-chair to be chair in Jan 2025.
- [Associate members] are asked to help us to identify young and ambitious candidates.
- Award committee was advised to start the nomination period. All TC members are invited to identify candidates.
 - 25 awards in total: our TC is expected to nominate at least **two** awards.
- Monthly webinars are yet to start again. [JD] is charge. All members are invited to give a webinar and/or suggest names to [JD]
 - MB is positive to give a webinar in November 2023.
 - FPG is positive.
 - ZE is also available for a webinar.
- Our TC webpage is not up to date.
 - Sub-committees are old
 - [BT] Area chairs are not there (Note: ZE will investigate this with AV)
 - Advise to the web and publicity sub-committee to be more active.
- Inviting accepted papers of WIFS to submit their extended work to Eurasip JIS to increase the submissions on both sides.
 - Not supported by the TC members
 - Organizing a special session is the best approach: one or two core topics to have more papers.
 - TC members should actively support WIFS to increase the number of submissions:
 - Participation,

- Submitting papers,
- Proposing special sessions.
- Active participation of the TC members was discussed.
 - [ZE] mentioned the followings.
 - 6-7 people did not vote for the nominations
 - 20 people did not attend the current TC meeting without informing the chair, even though it was a hybrid meeting.
 - [BT] mentioned that some TC members did not review ICASSP papers, creating big problem.
 - [MB] mentioned the bylaws about responsibilities of the TC members and consequences of not fulfilling their task.
 - [CG] mentioned that she does not know the responsibilities of the TC members. [ZE] mentioned that it was summarized in the email from January 2023. Nevertheless, it is written in the bylaws and SPS policies and Procedures.
 - Links:
 - <https://signalprocessingsociety.org/community-involvement/information-forensics-and-security/bylaws>
 - <https://signalprocessingsociety.org/community-involvement/information-forensics-and-security/policies-procedures>
 - From them:
 - **4. Scope of Activities:**

The Technical Committee shall promote activities within its areas of technical interest and shall provide expertise and assistance as follows:

 - (a) Assist in the review of papers within the IFS-TC scope that are submitted to Society conferences and journals;
 - (b) Organize and operate, which includes oversight of the technical program, societysponsored/co-sponsored symposia, seminars, and workshops, or special sessions at technical meetings of the Society or of the IEEE, at all levels, and at meetings of other organizations having cooperative relationships with the Society, in accordance with IEEE rules and procedures and the rules for such meetings;
 - (c) Make nominations in the SPS Society awards and vet nominations for technical excellence as requested by the Awards Board;
 - (d) Assist in selection of SPS Distinguished Lecturers;
 - (e) Assist Editors-in-Chief in identifying appropriate Associate Editors in IFS areas;
 - (f) Assist in the development of appropriate IEEE standards within scope, according to the rules and procedures of the IEEE;
 - (g) Engage with Society members who are interested in the Technical Committee's scope and be involved in the organization of regional activities;

(h) Assist SPS to explore cooperative relationship with other societies of shared technical interests, and act as SPS liaison in these collaborations and outreach.

- ***IFS-TC Policy: Other duties of membership include: attending TC meetings at ICASSP and WIFS workshops, and participating in election of new members and Chair, voting on the nominations for Society awards, and selection of WIFS workshop venues.***
- *Each elected Member is expected to carry out the following duties: assist in reviewing IFS papers submitted at ICASSP, ICIP, and WIFS; vote on TC matters and relevant ballots e.g. awards and elections; attend TC meetings; promote IFS activities.*

Action Points:

Tasks	Note:
1. [ZE] Invite TC members for urgent reviews for the current backlog.	
2. [MW] Propose a mechanism not to have such a large amount of backlog in the future. Changes in bylaws for TC liaison at TIFS and EiC should be a member of the TC automatically.	
3. [ZE] Invite TC members to be listed as emergency reviewers with a cap (1 per 3 months or so)	
4. [ZE] will get in touch with AV to discuss the EDICS and fields that we need new members from.	
5. [ZE-AV and EM] to check the EDICS, identify new fields for new members.	
6. [ZE] to get in touch with associate members to identify young and ambitious candidates.	
7. [ZE] to start the nomination effort for awards.	
8. [ZE] to get in touch with [RC] about updating the webpage of the TC.	
9. [ZE] will send an email to TC members about supporting WIFS	
10. [ZE] will send an email with the minutes/slides and links to the related bylaws.	