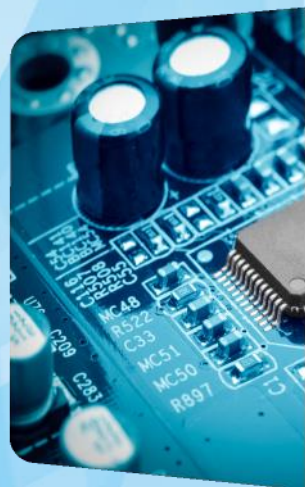
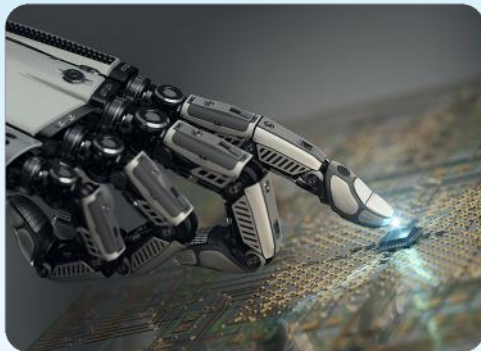




IEEE Signal Processing Society

Conferences Board Orientation
2019



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3. IEEE & SPS Conference Portfolio
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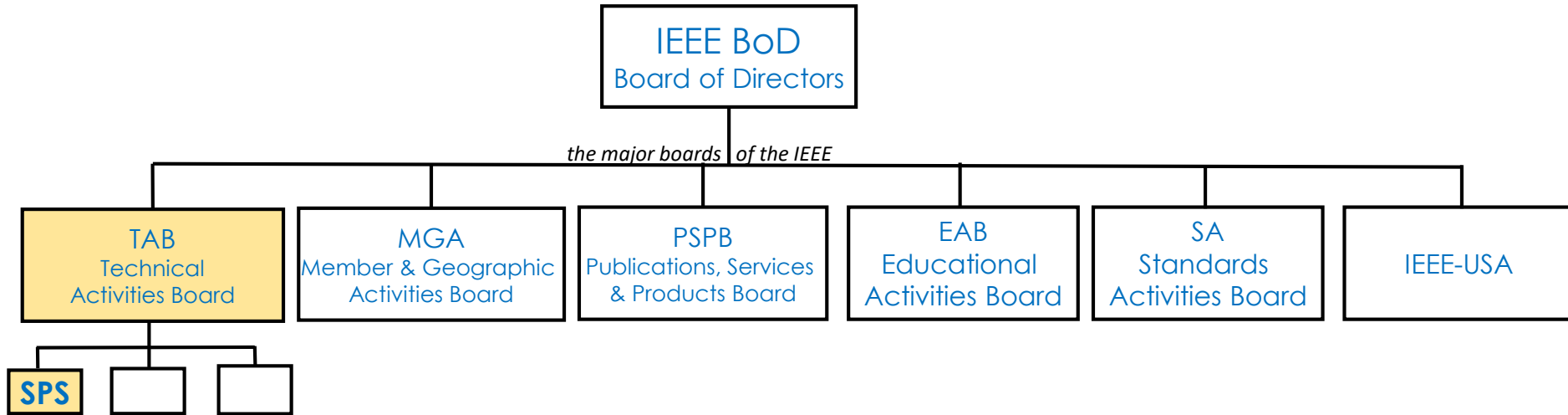
Section 1:

Overview of IEEE and SP Society



The IEEE

a simplified view



IEEE is the parent organization. The Signal Processing Society reports directly to the Technical Activities Board. The Vice President-Technical Activities represents the Societies/Council on the IEEE Board of Directors.

For more information on the organization of IEEE, visit <https://www.ieee.org/about/organization/index.html>



IEEE Technical Activities Board (TAB)

- Represents the Societies and Councils to the IEEE Board of Directors
- Develops policy for Societies and Councils
- Provides support and guidance to Societies and Councils
- Monitors operation of Societies and Councils:
 - Society and publication reviews
 - Approves Society budgets
 - Approves Society field of interest statements
 - Approves new publications
 - Approves changes in publications (title, FOI, etc.)
- Voting members of TAB include:
 - 45 society and council presidents
 - 10 division directors
 - 7 other officers/committee chairs



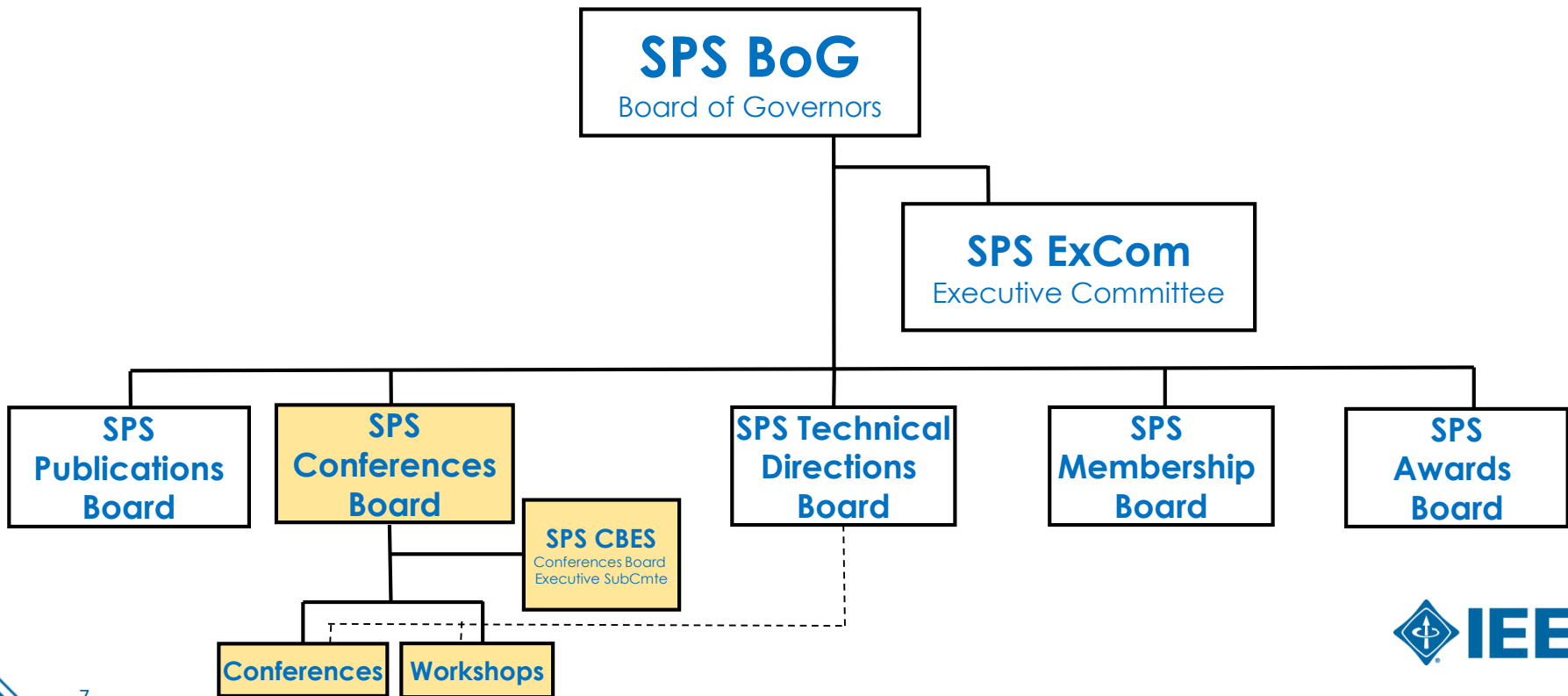
Member & Geographic Activities Board (MGA)

- Region 1: Northeastern USA
- Region 2: Eastern USA
- Region 3: Southeastern USA
- Region 4: Central USA
- Region 5: Southwestern USA
- Region 6: Western USA
- Region 7: Canada
- Region 8: Europe, the Middle East, Africa
- Region 9: Latin America
- Region 10: Asia and the Pacific Rim

Approximately 61% of all IEEE SPS members are outside Regions 1-6.

IEEE Signal Processing Society

a simplified view



IEEE Signal Processing Society

Governance – The SPS Board of Governors (BoG)

- The Board of Governors (BoG) sets policy for the Signal Processing Society.
 - All bylaws changes must be approved by the BoG.
 - However, SPS Bylaws are subject to policy decisions of IEEE TAB and the IEEE BoD.
- Often, policy for operation of the Signal Processing Society is recorded in the SPS Bylaws, which can be found on the Society's website (<https://signalprocessingsociety.org/volunteers/signal-processing-society-bylaws>)
- SPS also has codified policies and procedures that are recorded in our Policy and Procedures Manual; these are also listed on the Society's website (<https://signalprocessingsociety.org/volunteers/policy-and-procedures-manual>)

IEEE Signal Processing Society

Governance – The SPS Board of Governors (BoG)

- The BoG normally meets twice a year:
 - at ICASSP in Spring
 - at ICIP or GlobalSIP in Fall
- Long-Range Planning retreat could be convened by the SPS President
- The SPS President serves as moderator at BoG meetings
- The Society follows Robert's Rules of Order
- Non-controversial items are bundled together in a “consent agenda” which is approved as a whole
- The BoG can conduct business by e-mail ballot; an affirmative vote of a majority of all the voting members is required to approve the action.



IEEE Signal Processing Society

Governance – The Executive Committee (ExCom)

- The SPS Executive Committee (ExCom) typically meets in-person three times/year and holds monthly conference calls
- The ExCom is comprised of:
 - the President and President-Elect
 - the four VPs (Membership, Conferences, Publications, Technical Directions)
 - the Executive Director (ex-officio)
- The BoG generally reserves policy decisions to itself, but delegates operational decisions to the SPS ExCom
 - the budget is considered a policy matter, although it is sometimes delegated to the ExCom
 - page budgets, subscription fees are part of the budget
 - any spending outside budget is an operational issue, subject to approval by ExCom
 - anything that entails supplemental funding needs be approved by the ExCom



Section 2:

Overview of SPS Conferences Board

IEEE Signal Processing Society

Vice President-Conferences

Fernando Pereira, 2018 – 2020

- Chairs the SPS Conferences Board Serves as a member of the BoG and the ExCom
- Recommends conference policy to the BoG
- Represents the Conferences Board to the BoG and the ExCom
- Assures compliance with IEEE and SPS conference policy
- Provides oversight of all SPS technical meetings
- Creates strategic and long-term plans for the conference business

SPS Conferences Board

Composition

- Vice President-Conferences, serves as Chair of the Conferences Board and moderates the meetings
- President-Elect
- The General Chairs of the immediately past and prior year's ICASSP, ICIP and GlobalSIP conferences
- Publications Board representative
- Three representatives selected by the Technical Directions Board
- Up to two Members-at-Large
 - Not to be selected from the pool of current or future ICASSP/ICIP conference teams
 - Preferably one member-at-large will be from industry
- The Executive Director (ex-officio, non-voting)
- Director, Industrial Relations (ex-officio, non-voting)
- Director, Membership Services (ex-officio, non-voting)
- Director, Student Services (ex-officio, non-voting)
- SPS President, Ex-officio member of all Society Boards and Committees



SPS Conferences Board Responsibilities

- Attend In-Person Conferences Board Meeting 2x year, and several conference calls
- Creating and/or recommending SPS conference policy
- Managing SPS's portfolio of technical meetings
- Keeping SPS's portfolio of technical meetings fresh and vibrant
- Approves location and organizing committee for ICASSP, ICIP, GlobalSIP
- Oversight and guidance with the activities of the technical meeting organizing committees
- Familiarity with and approval of revisions to the SPS Conference Organizer Guidelines

SPS Conferences Board Executive Subcommittee (CBES) Composition

The SPS Conferences Board Executive Subcommittee comprises:

- The Vice President-Conferences, who serves as Chair and moderates the meetings
- President – Elect
- Two Conferences Board members
- The Executive Director (ex-officio, non-voting)

For 2019, CBES will be comprised of:

- Fernando Pereira, VP-Conferences
- Ahmed Tewfik, President-Elect
- Peter Willett, CB Member
- Anthony Vetro, CB Member
- Rich Baseil, Executive Director (ex-officio, non-voting)



SPS Conferences Board Executive Subcommittee Responsibilities

- Review and make recommendations to the Conferences Board on any matters of interest arising from actions of the Society's ExCom or BoG, or from the IEEE, that may affect the Society's technical meetings.
- Communicate to the Society's ExCom or BoG matters arising from the Conferences Board that are deemed of concern to the health of the Society's technical meetings.
- The Executive Subcommittee shall prepare, for consideration and appropriate action by the Conferences Board, policy, procedures, and plans concerning technical meetings involving the Society.
- The Executive Subcommittee reviews and acts on requests for technical co-sponsorship of meetings owned by other organizations.



SPS Liaisons

Overview of Technical Meeting Liaison Positions

- ICASSP/ICIP/GlobalSIP, the SPS Liaison is nominated by the VP-Confs (formerly CB Liaison)
 - Responsible for annual reports to Conferences Board from appointment until conference closing
 - Job description in next slides
- For the other events, including the 100% SPS owned workshops, the SPS Liaison is nominated by the VP-Confs after recommendation by a TC (formerly TC Representative)
 - Responsible for one post-event report
 - Job description is next slides
- All SPS Sponsored Conferences and Workshops will have a SPS Liaison.
- All Liaisons report to the CB and also to the corresponding TC (if recommended by a TC).
- There is no funding for SPS Liaison traveling.



1. SPS Liaison for ICASSP, ICIP, and GlobalSIP

Job Description: Conference Organizer Assistance & Oversight

- Assignment:
 - Assigned by the VP Conferences at least two years prior to the conference, so that they can attend the prior year's conference and the conference to conference meetings. Naturally, shall also attend the conference to which they are liaising.
 - In preference, a current member of the SPS Conferences Board. If necessary, can be chosen from TC Chairs or other leadership roles outside of the CB, such as the Technical Program Chairs of a prior conference.
 - Not a member of the conference's organizing committee.
- Role:
 - Offers support on behalf of the SPS Conferences Board to the Conference Organizing Committee from the appointment until the conference financials are closed.
 - Brings forward the Society's point-of-view and historical information on the conference.
 - Offers guidance and assistance to organizers based on policy and guidelines and escalates any issues to the VP Conferences as needed.
 - Informed on all major conference milestones and planning by attending the monthly or quarterly conference calls coordinated by the SPS Staff or reviewing those meeting notes.
 - Provides written reports on the conference activities to the Conferences Board once a year at the corresponding conference.

2. SPS Liaison for other Conferences and Workshops *including 100% SPS Owned Workshops*

Job Description: Technical Quality Oversight

- Assignment:
 - Upon TC review of the conference sponsorship request, the TC Chair recommends to the VP Conferences a SPS Liaison.
 - Assigned by the VP Conferences, following the recommendation by the TC Chair.
 - The organizers and the SPS Liaison will be informed upon conference/workshop approval.
- Role:
 - Provides the conference organizing committee guidance on the SPS high standards for technical quality.
 - May become part of the conference's Technical Program Committee or at least reviewer.
 - Asked to interact with the conference organizers to identify SPS and TC technical synergies with the conference topics.
 - Provides the SPS Conferences Board with feedback about the quality level of the technical program and the known procedures to define it.
 - Such feedback should be useful for acquiring information related to best practices as well as to check if the conference is in line with SPS and TC quality standards.
 - This feedback will be considered if the conference/workshop asks for sponsorship the next years.

2019 SPS Liaisons

Conference and Workshop Liaisons Selected

Year	Conference	Role	Name
2019	ASRU	SPS Liaison	Shinji Watanabe
2019	AVSS	SPS Liaison	Andrea Cavallaro
2019	CAMSAP	SPS Liaison	Martin Haardt
2019	DSW	SPS Liaison	Venkatesh Saligrama
2019	GlobalSIP	SPS Liaison	Kostas Plataniotis
2019	ICASSP	SPS Liaison	Peter Willett
2019	ICIP	SPS Liaison	Min Wu
2019	IPSN	SPS Liaison	Steven Zhang
2019	ISBI	SPS Liaison	Jeff Fessler
2019	MLSP	SPS Liaison	Ulisses Braga-Neto
2019	MMSP	SPS Liaison	João Ascenso
2019	SPAWC	SPS Liaison	Dirk Slock
2019	WASPAA	SPS Liaison	Hélène Papadopoulos

Section 3:

IEEE and SP Conference Portfolio



2018 IEEE Global Conference Business

Sponsored **1949** conferences
995 financially sponsored 954 technically co-sponsored

in **101** countries

Partner with over **1400** non-IEEE entities
With Universities and other not-for-profit organizations

Over **557,000** attendees
282K Financially sponsored conferences

275K Technically co-sponsored conferences

Acquired **1,860** conference proceedings

Approved Conference Activity as of 31 October 2018

IEEE Proprietary



SPS Definition of a “Successful Conference”

Definition by the 2018 SPS Conferences Board and SPS ExCom

- ✓ Participants satisfaction, measured w/ surveys and mobile app feedback
- ✓ Involvement of students, young professionals, women, industry e.g. targeted events
- ✓ Number of participants & number of submissions
- ✓ Impact of papers & number of Xplore downloads
- ✓ Innovative initiatives and new forms of interaction
- ✓ Financial health



2018 Projects & Initiatives

- Conference Guidelines – document revision and request to sign
- Conference Budget – template revision & historical information sharing
- ICASSP future dates to avoid – to help with future CB proposal selection
- Reduced Tutorial Fees for Students – ready to launch communication plan
- Administrative lead for ISBI in 2019-2020 from EMBS
- Conference Contracts & Banking – working on getting more review and tracking for all conferences & workshops, and leverage additional resources in IEEE to help

SPS Conference Portfolio Summary

Technical Program Benchmarks

2018 Conferences

Header Definitions:

- Average IEEE S/C = the average of all IEEE society and council conference programs
- Society Specific = SPS conferences only

Technical Program*

Data as of Last year

	Average IEEE S/C	Society Specific
# of PDFs Published	6,854	25,317
# of Events	52	108
# of Articles Viewed (Downloads)	1,372,373	3,241,917
PDFs / Conference	132	234
Downloads / PDF	200	128
Avg. Ou Pkg Net	1.50%	2.90%

* From and To filters does not apply to Xplore and IP Revenue Dataset

* These metrics are based on Xplore and IP Revenue Excel spreadsheet and its blended with ICX data based on Business Unit field from ICX with Business Unit from Xplore/IP Revenue datasets.

IEEE

SPS Conference Portfolio Summary

Financial Benchmarks for 2018 conferences

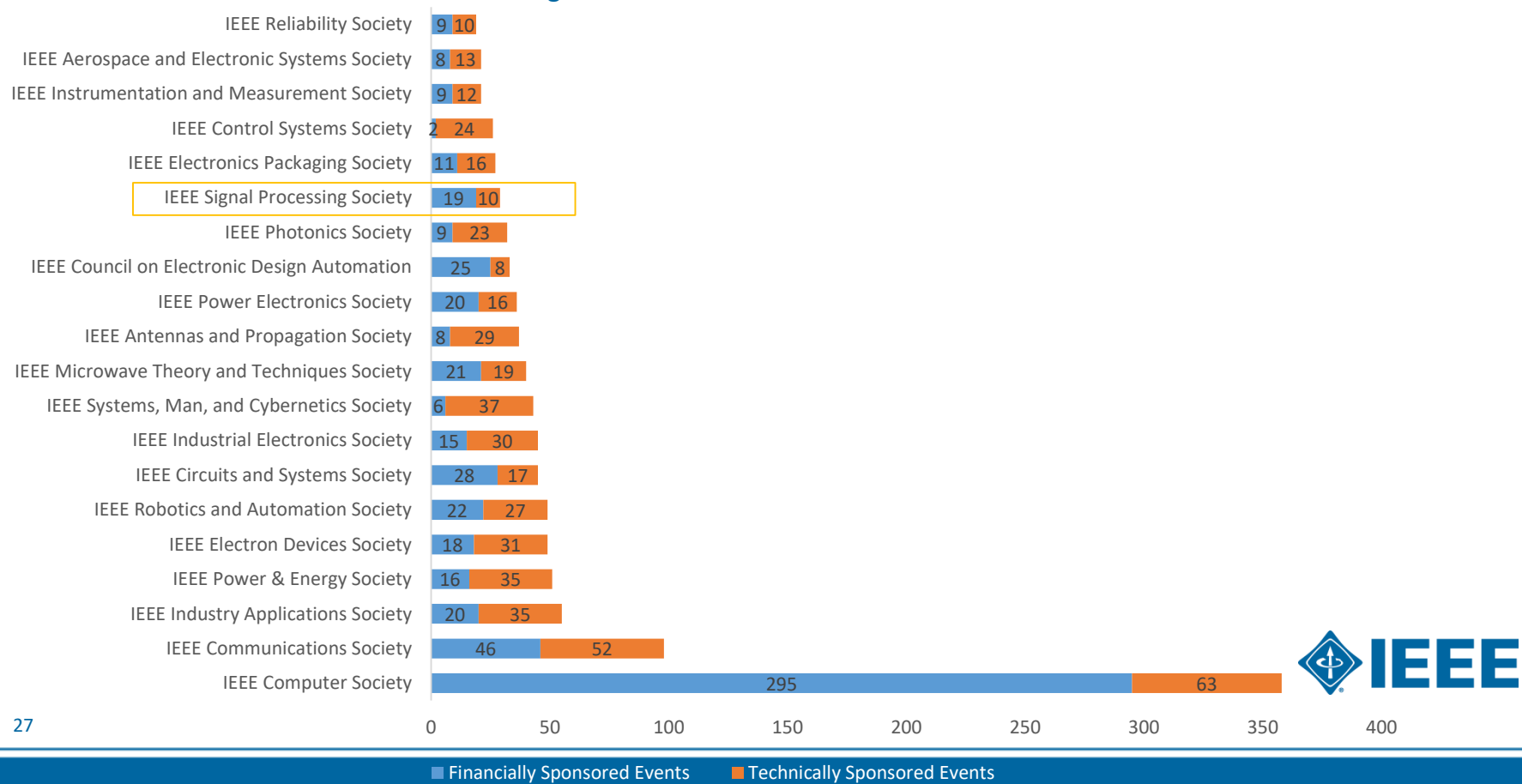
Financial Performance

Data as of Last Quarter End Date

	Average IEEE S/C	Society Specific
Avg. Annual Event Revenue (\$000)	\$760.72	\$1,334.17
Avg. Annual Event Expense (\$000)	\$596.16	\$1,105.65
Avg. Annual Event Surplus (\$000)	\$164.56	\$228.52
% of Events - Net/Expense > 20%	38.07%	61.11%

Size of SPS Conference Portfolio compared to other IEEE Societies

Number of SPS Conferences in 2018 – Ranked 15th largest in terms of the number of events



Top 20 Societies/Councils in Terms of Conference Income in 2018

	IEEE S/C Name	Annual Event Expense	Annual Event Revenue	Annual Event Surplus	% of Events that returned > 20% surplus
1	IEEE Power & Energy Society	\$1,685.80	\$3,684.60	\$1,998.80	19%
2	IEEE Computer Society	\$6,251.40	\$7,162.30	\$910.90	27%
3	IEEE Communications Society	\$2,555.00	\$3,448.70	\$893.80	58%
4	IEEE Microwave Theory and Techniques Society	\$1,616.20	\$2,278.90	\$662.70	67%
5	IEEE Photonics Society	\$1,160.60	\$1,660.60	\$500.00	11%
6	IEEE Engineering in Medicine and Biology Society	\$542.30	\$935.20	\$393.00	63%
7	IEEE Industry Applications Society	\$1,059.80	\$1,361.50	\$301.70	40%
8	IEEE Robotics and Automation Society	\$1,701.20	\$1,957.20	\$256.00	45%
9	IEEE Signal Processing Society	\$1,105.60	\$1,334.20	\$228.50	61%
10	IEEE Power Electronics Society	\$989.10	\$1,168.90	\$179.80	40%
11	IEEE Aerospace and Electronic Systems Society	\$429.70	\$605.90	\$176.20	88%
12	IEEE Nuclear and Plasma Sciences Society	\$954.30	\$1,106.10	\$151.80	40%
13	IEEE Electron Devices Society	\$1,505.20	\$1,655.40	\$150.20	18%
14	IEEE Electronics Packaging Society	\$684.70	\$816.10	\$131.50	36%
15	IEEE Ultrasonics, Ferroelectrics and Frequency Control Society	\$514.90	\$644.20	\$129.30	75%
16	IEEE Geoscience and Remote Sensing Society	\$439.80	\$568.40	\$128.60	75%
17	IEEE Solid-State Circuits Society	\$1,048.40	\$1,165.20	\$116.70	0%
18	IEEE Antennas and Propagation Society	\$267.20	\$383.00	\$115.70	29%
19	IEEE Circuits and Systems Society	\$516.70	\$632.30	\$115.60	45%
20	IEEE Computational Intelligence Society	\$403.10	\$518.40	\$115.30	60%

Displayed in \$000

Report run on 4Jan19 for all conferences that occurred between 1/1/2018-12/31/2018

Takeaways:

61% of our technical meetings produce at least 20% surplus, which is better than the average Society/Council

Adjustment has not yet occurred for ICASSP 2018, which should boost up the amount by over \$100k surplus

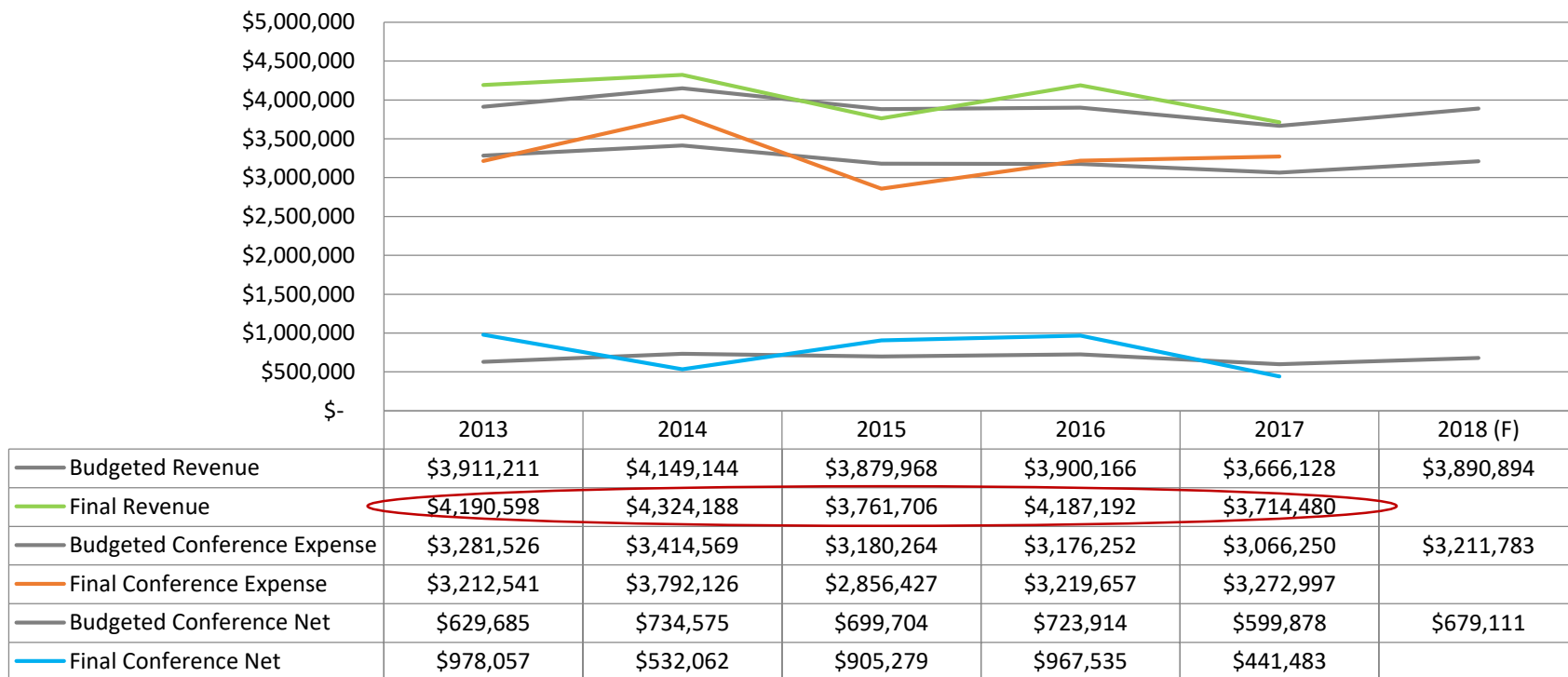
- 28 Potential opportunity to meet with a similar society, like Photonics to learn about their conference business model for opportunities for SPS?



SPS Conference Finances by Conference Year

Source: ICX Conference Financial Report as of 30Sept18
Reported by Conference Year and not by IEEE/SPS Fiscal Year

Revenue has been same or slightly less over the past five years. How can we grow the value of our conferences to increase attendance and to offset possibly declining publication revenues?



Section 4:

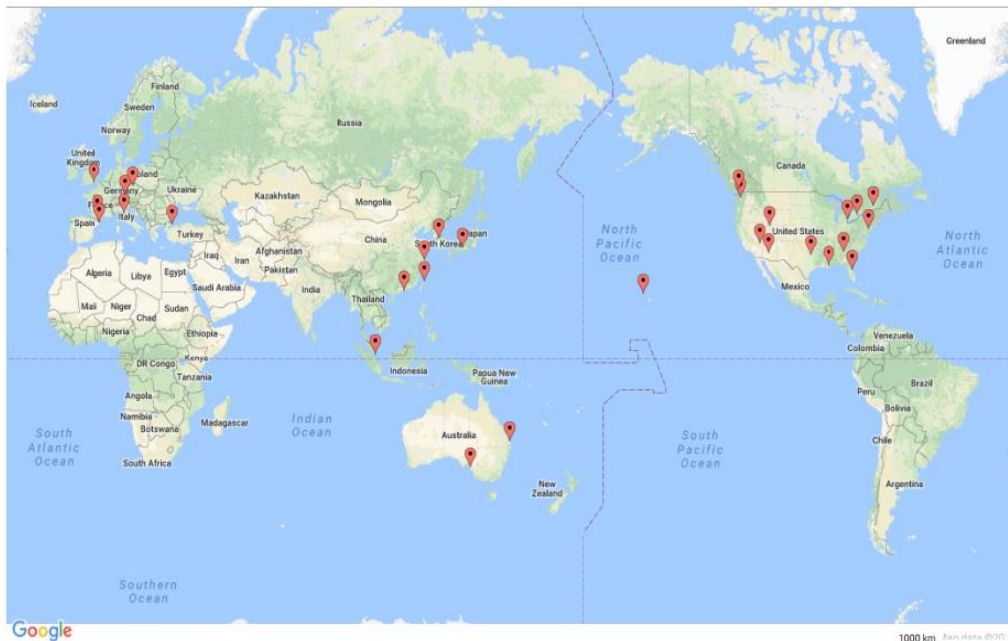
Major SPS Conferences (ICASSP, ICIP, GlobalSIP)

IEEE International Conference on Acoustics, Speech and Signal Processing

ICASSP



ICASSP Locations



2023 - Currently receiving proposals

2022 - Singapore

2021 - Toronto, ON, Canada

2020 - Barcelona, Spain

2019 - Brighton, UK

2018 - Calgary, AB, Canada

2017 - New Orleans, LA, USA

2016 - Shanghai, China

2015 - Brisbane, Australia

2014 - Florence, Italy

2013 - Vancouver, BC, Canada

2012 - Kyoto, Japan

2011 - Prague, Czech Republic

2010 - Dallas, TX, USA

2009 - Taipei, Taiwan

2008 - Las Vegas, NV, USA

2007 - Honolulu, HI, USA

2006 - Toulouse, France

2005 - Philadelphia, PA, USA

2004 - Montreal, QB, Canada

2003 - Hong Kong (cancelled)

2002 - Orlando, FL, USA

2001 - Salt Lake City, UT, USA

2000 - Istanbul, Turkey

1999 - Phoenix, AZ, USA

1998 - Seattle, WA, USA

1997 - Munich, Germany

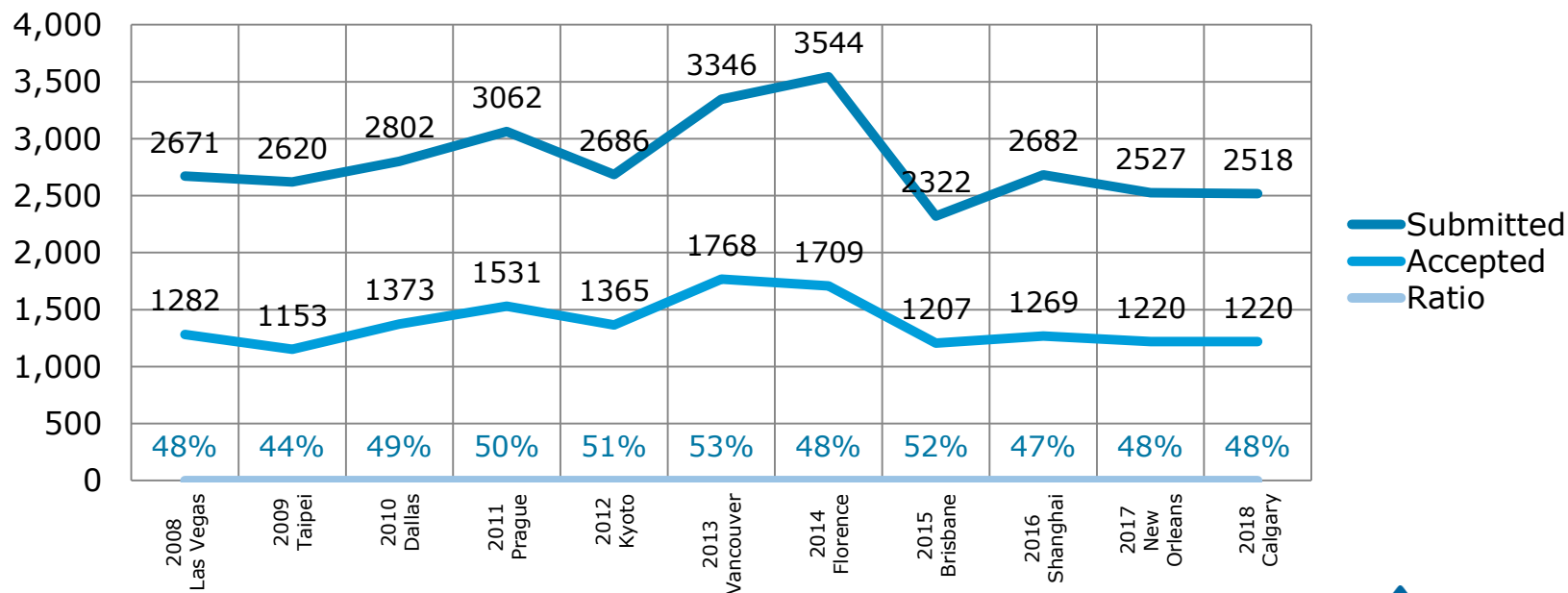
1996 - Atlanta, GA, USA

1995 - Detroit, MI, USA

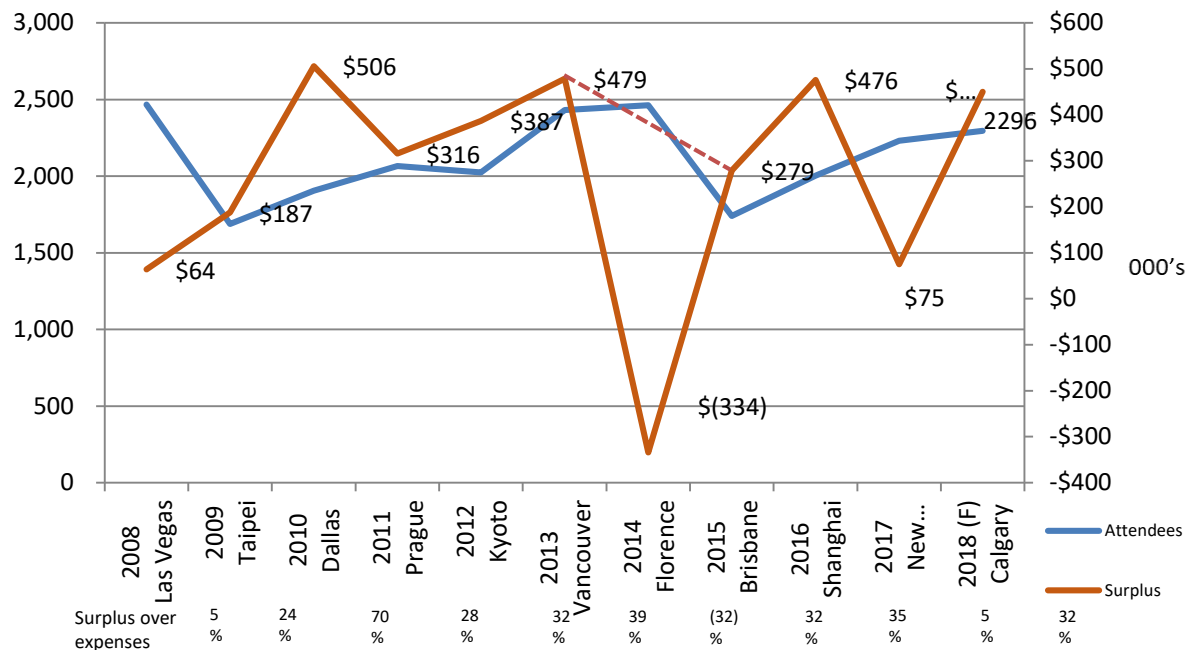
1994 - Adelaide, Australia

ICASSP Paper Submissions

2008-2018



ICASSP Attendees and Net

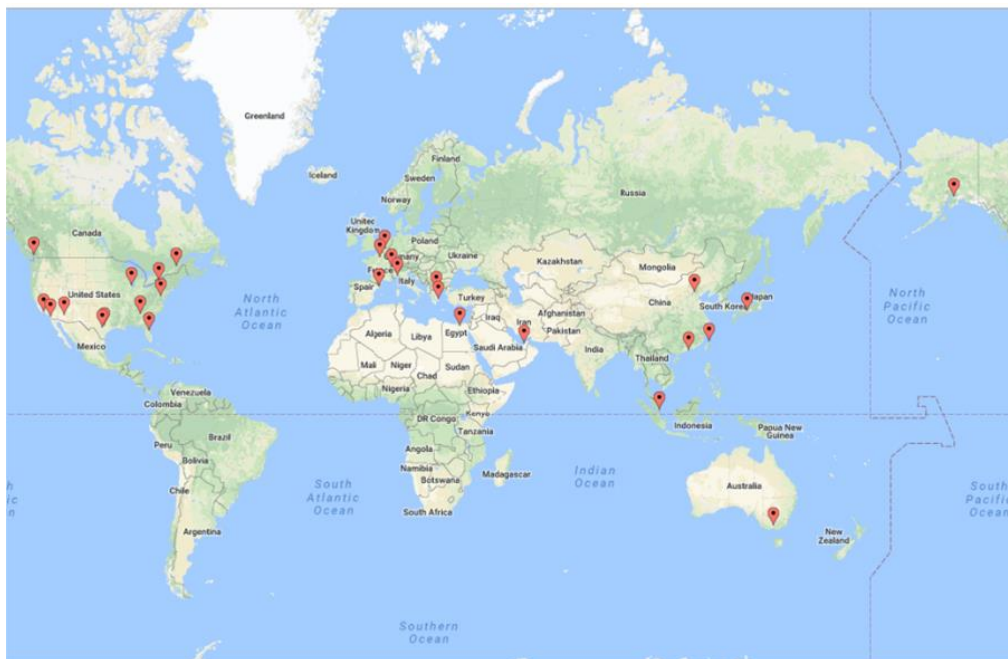


IEEE International Conference on Image Processing

ICIP



ICIP Locations



2022 – Bordeaux, France
2021 – Anchorage, AK, USA
2020 – Abu Dhabi, UAE
2019 – Taipei, Taiwan
2018 – Athens, Greece
2017 – Beijing, China
2016 – Phoenix, AZ, USA
2015 – Quebec City, QB Canada
2014 – Paris, France
2013 – Melbourne, Australia
2012 – Orlando, FL, USA
2011 – Brussels, Belgium
2010 – Hong Kong
2009 – Cairo, Egypt
2008 – San Diego, CA, USA
2007 – San Antonio, TX, USA
2006 – Atlanta, GA, USA
2005 – Genoa, Italy
2004 – Singapore
2003 – Barcelona, Spain
2002 – Rochester, NY, USA
2001 – Thessaloniki, Greece
2000 – Vancouver, BC, Canada
1999 – Kobe, Japan
1998 – Chicago, IL, USA
1997 – Santa Barbara, CA, USA
1996 – Lausanne, Switzerland
1995 – Crystal City, VA, USA
1994 – Austin, TX, USA

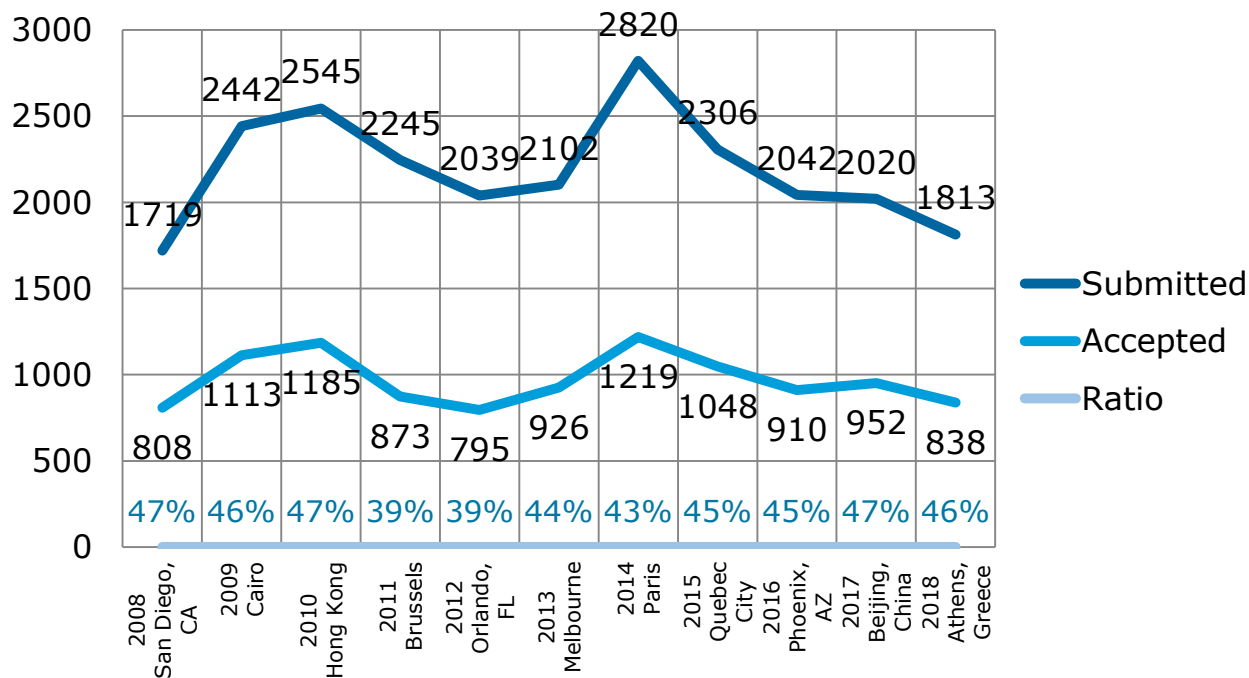
Google

500 km

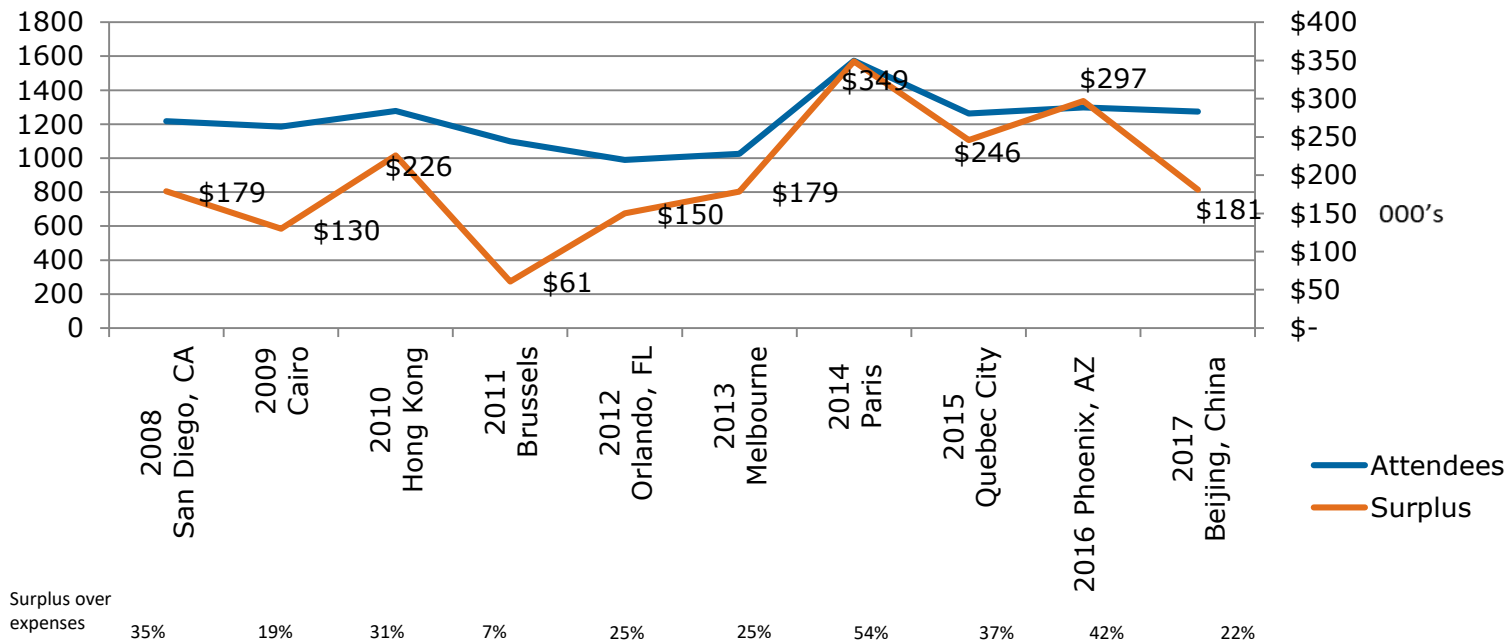


ICIP Paper Statistics

2008-2018



ICIP Attendees and Net



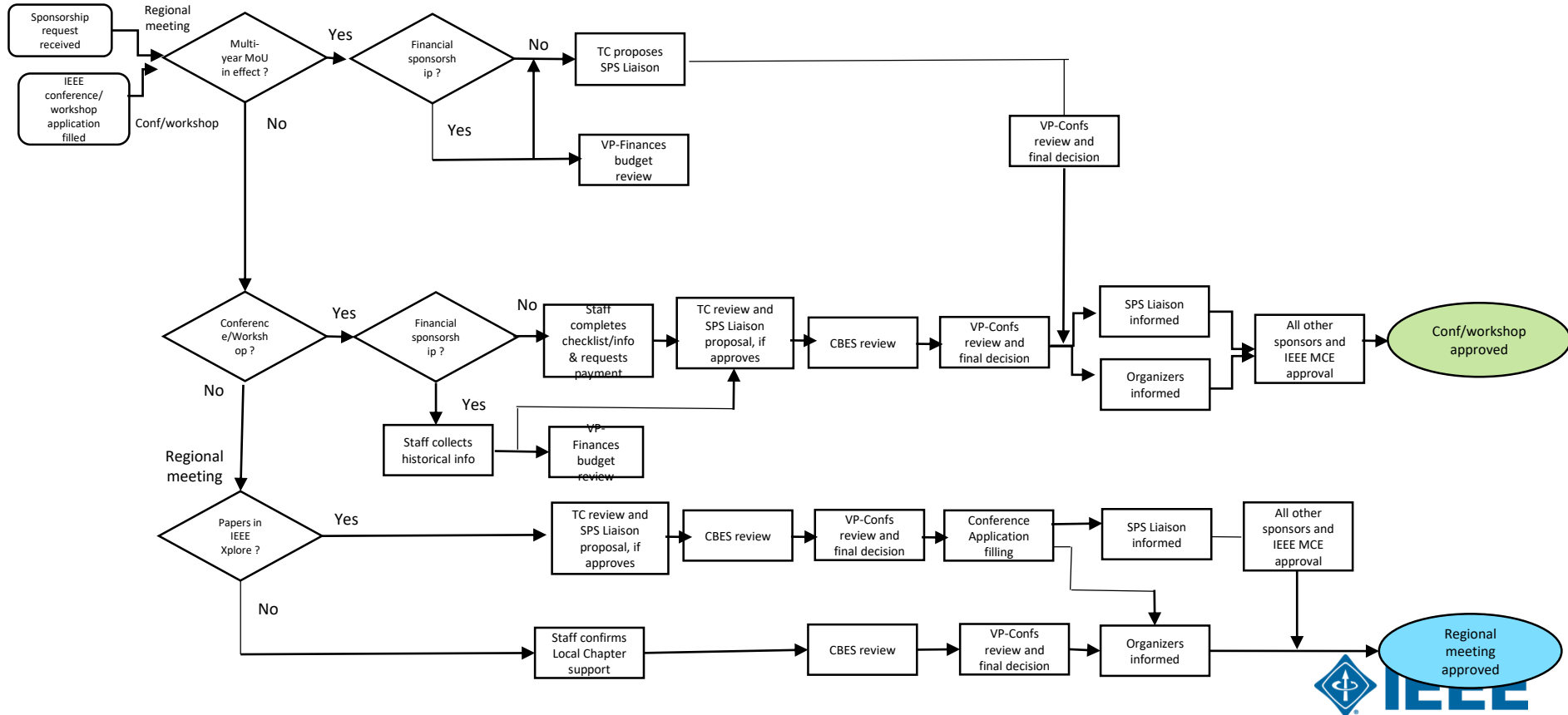
Section 5:
Conferences Board Resources

SPS Conferences Board Resources

- ▶ Previous Agendas and Minutes from Conferences Board:
<https://signalprocessingsociety.org/volunteers/board-agendaminutes>
- ▶ Section 700 of the SPS Bylaws and Section 7 of the SPS Policies and Procedures Manual covers issues related to conferences/technical meetings and can be found on the Society's website at:
<http://www.signalprocessingsociety.org/about/governance/>.
- ▶ IEEE Signal Processing Society Constitution, Bylaws and Policy and Procedures are located in the *Society Volunteer Directory* and on the Society's website at:
<http://www.signalprocessingsociety.org/about/governance/>.
- ▶ IEEE SPS Conferences Board Approved Conference Organizer Guidelines and other SPS Conference Resources: <https://signalprocessingsociety.org/events/conference-resources>
- ▶ IEEE Technical Activities Operations website: <https://ta.ieee.org/>
- ▶ IEEE Policy, Section 10 contains IEEE Policy on conferences: <https://www.ieee.org/content/dam/ieee-org/ieee/web/org/about/.../ieee-policies.pdf>



SPS Technical Meeting Approval Workflow



Note: The SPS Liaison proposed by the TC (to be confirmed by the VP-Confs) is ideally a TC member; however, it may also be a SPS member who the TC trusts, e.g. a past TC member, ideally not part of the corresponding event committees.

