

**Minutes of the Control Systems Society Board of Governors Meeting
July 9, 2024**

Toronto, Ontario, Canada

1. Call to Order and Approval of Agenda

President M. Egerstedt called the meeting of the Control Systems Society (CSS) Board of Governors (BoG) to order at **1:06 PM on July 9, 2024**. He welcomed all attendees and reminded BoG about the objectives of the meeting. Meeting procedures were reviewed including the mechanism for voting on motions. The following members of the BoG were in attendance:

- | | | |
|--------------------------------|-----------------|-------------------|
| - Beck, C. | - Johansson, K. | - Petersen, I. |
| - Coogan, S. | - Jungers, R. | - Pettersen, K. |
| - Di Bernardo, M. | - Kia, S. | - Santillo, M. |
| - Egerstedt, M. | - Knorn, S. | - Serrani, A. |
| - Fekih, A. | - Nair, G. | - Van Den Hof, P. |
| - Ferrara, A. | - Nogueira, F. | - Vernekar, P. |
| - Glavaski-
Radovanovic, S. | - Oishi, M. | - Xie, L. |
| - How, J. | - Onori, S. | - |
| - Isaksson, A. | - Ozay, N. | |
| | - Pena, P. | |

Additionally, the following visitors attended the meeting:

- | | | |
|-----------------|-------------------|-----------------|
| - Allgöwer, F. | - Diagne, M. | - Van Orden, A. |
| - Baillieul, J. | - Kolmanovsky, I. | - Wardi, Y. |
| - Cortes, J. | - Krstic, M. | |

Agenda is available at: <http://bog-excom.ieeecss.org/>

Agenda was approved unanimously.

President Egerstedt then clarified the expectations:

Expectations:

- Two in-person BOG meetings per year: ACC, CDC
- Healthy governance requires engagement
- Nominate people in the community

1. Approval of Minutes

Quorum was established and the meeting agenda approved. Next, the minutes of the BoG meeting of December 12, 2023, held in Singapore, **were approved unanimously.**

2. Consent Agenda

President Egerstedt reminded that the consent agenda can be found at: <http://bog-excom.ieeecss.org/>

Consent Agenda was approved unanimously.

Jonathan P. How, VP for Financial Activities

CSS Financial – Financial Overview

Jonathan How presented the following report:

Jonathan How began by explaining his dual role: to outline the society's financial status and to present the financial data engagingly. He provided a historical perspective, focusing on the financial performance for fiscal years 2022 and 2023.

How reported the following financial details:

2022:

- Revenue: \$8,507K
- Expenses: \$6,453K

- Surplus: \$2,054K (Budgeted Surplus: \$736K)

Fiscal Month 14, 2023:

- Revenue: \$8,653K
- Expenses: \$7,131K
- Surplus: \$1,522K (Budgeted Surplus: \$603K)

The society's overall financial status is very healthy, with CSS reserves totaling \$23,805K as of 2023, marking a 3.1% increase from 2022. How emphasized that the society spends a lot of money to make a lot of money, highlighting the importance of conferences and journals in generating revenue. Every time papers are clicked, CSS earns approximately \$0.25.

Specific Issues and Adjustments:

- The 2024 budget was approved in December 2023. However, increased costs of Papercept were off by approximately \$20K, which will be forecasted.
- The surplus return from CDC 2023 is still being finalized, estimated at around \$127K, lower than previous years due to waiving student registration fees.
- To address the challenges of waiving student registration, the new approach for CDC 2024 is to set aside hotel rooms for students. An additional \$100K loan was approved for the CDC 2024 team to reserve these rooms, covered by the 2024 initiative funding (forecast updated to IEEE on 5/13/2024).

210230-Control Systems FM14-23	Total Revenue			Total Expense			Net		
	Annual Budget	YTD Budget	YTD Actual	Annual Budget	YTD Budget	YTD Actual	Annual Budget	YTD Budget	YTD Actual
All Products									
Magazines	167K	167K	180K	398K	398K	427K	231K	231K	246K
Journals Transactions Rev	3,363K	3,363K	3,555K	2,287K	2,287K	2,285K	1,076K	1,076K	1,270K
Letters	428K	428K	480K	353K	353K	301K	75K	75K	180K
Periodical Packaged Produ	1K	1K	1K	6K	6K	5K	5K	5K	4K
Conference Events	1,609K	1,609K	1,460K	1,336K	1,336K	1,064K	272K	272K	396K
Conference Proceeding	2,679K	2,679K	2,768K	1,479K	1,479K	1,401K	1,199K	1,199K	1,367K
Society Membership	140K	140K	139K	4K	4K	9K	136K	136K	130K
Total Product	8,387K	8,387K	8,584K	5,864K	5,864K	5,492K	2,523K	2,523K	3,092K
Cost Centers									
ExCom	0K	0K	0K	0K	0K	41K	0K	0K	41K
Membership Committee	0K	0K	0K	2K	2K	2K	2K	2K	2K
Awards Committee	0K	0K	0K	8K	8K	2K	8K	8K	2K
Societies Operations	0K	0K	0K	1,367K	1,367K	1,323K	1,367K	1,367K	1,323K
Meetings /Conference	17K	17K	69K	271K	271K	271K	254K	254K	202K
Total Cost Center	17K	17K	69K	1,648K	1,648K	1,638K	1,631K	1,631K	1,569K
Total From Operations	8,404K	8,404K	8,653K	7,512K	7,512K	7,131K	892K	892K	1,522K
Society Initiatives	0K	0K	0K	289K	289K	75K	289K	289K	75K
IEEE Reserve Allocation	0K	0K	0K	0K	0K	2,393K	0K	0K	2,393K
Grand Total	8,404K	8,404K	8,653K	7,801K	7,801K	4,812K	603K	603K	3,841K

- Bulk of society's surplus generated by our publications (periodicals and proceedings)
- CSS has large surplus – slightly higher than predicted at CDC'23
- (*) item below \$10k hidden, but reflected in totals

• Initiative budget consistently underspend, though does tend to lag

How stressed the need to actively find ways to spend the surplus effectively. The goal is to utilize the funds before they accumulate further in the reserves.

CSS Revenue (FM14 2023):

- Primarily from journals and conferences.
- The Control Systems Magazine (CSM) loses money, which is acceptable given its outreach mission. CSS generates sufficient revenue from other journals to cover this loss.
- The L-CSS journal is quite profitable compared to budgeted expectations.
- Conference revenue significantly benefits from download clicks on IEEE Xplore.

	Revenue		Expense		Net	
	budget	actual	budget	actual	budget	actual
Control Systems Magazine	167K	180K	(398K)	(427K)	(231K)	(246K)
Trans on Automatic Control	2,227K	2,313K	(1,392K)	(1,401K)	835K	912K
Trans on Control Systems Technology	790K	822K	(567K)	(471K)	223K	351K
Transactions on Control of Network Systems	325K	346K	(261K)	(247K)	65K	99K
Open Journal of Control Systems	21K	30K	(68K)	(130K)	(47K)	(100K)
Control Systems Letters	428K	480K	(353K)	(301K)	75K	180K
Conference Distributed Package Products	2,679K	2,768K	(1,479K)	(1,401K)	1,199K	1,367K

2025 Budget - June 2024

2025 Budget – June 24

210230 - Control Systems	FY23	FY24	FY25
	Total Plan	Total Plan	Total Plan
	Actual	Budget	Budget
Meetings /Conference	\$ 69	\$ 18	\$ 18
Society Membership	\$ 139	\$ 135	\$ 135
Control Systems Letters	\$ 480	\$ 566	\$ 566
Trans on Automatic Control	\$ 2,313	\$ 2,141	\$ 2,141
Trans on Control Systems Technology	\$ 822	\$ 753	\$ 753
Transactions on Control of Network Systems	\$ 346	\$ 360	\$ 360
Open Journal of Control Systems	\$ 30	\$ 41	\$ 41
Control Systems Magazine	\$ 180	\$ 169	\$ 169
Conference Distributed Package Products	\$ 2,768	\$ 2,662	\$ 2,662
(CDC)Conference on Decision and Control	\$ 1,279		
Other Conference Events	\$ -	\$ 1,241	\$ 1,241
(CCTA)Conference on Control Technology ar	\$ 166		
Operational Revenue	\$ 8,653	\$ 8,088	\$ 8,088

210230 - Control Systems	FY23	FY24	FY25
	Total Plan	Total Plan	Total Plan
	Actual	Budget	Budget
Societies Operations	\$ 1,323	\$ 1,464	\$ 1,464
Meetings /Conference	\$ 271	\$ 243	\$ 243
Control Systems Letters	\$ 301	\$ 408	\$ 408
Trans on Automatic Control	\$ 1,401	\$ 1,394	\$ 1,394
Trans on Control Systems Technology	\$ 471	\$ 522	\$ 522
Transactions on Control of Network Systems	\$ 247	\$ 278	\$ 278
Open Journal of Control Systems	\$ 130	\$ 69	\$ 69
Control Systems Magazine	\$ 427	\$ 429	\$ 429
Conference Distributed Package Products	\$ 1,401	\$ 1,540	\$ 1,540
(CDC)Conference on Decision and Control	\$ 863		
Other Conference Events	\$ -	\$ 1,007	\$ 1,007
(CCTA)Conference on Control Technology ar	\$ 226		
Operational Expenses	\$ 7,131	\$ 7,374	\$ 7,374

210230 - Control Systems	FY23	FY24	FY25
	Total Plan	Total Plan	Total Plan
	Actual	Budget	Budget
Total from Operations	\$ 1,522	\$ 713	\$ 713
Society Initiatives	\$ 75	\$ 325	\$ 325
Reserve Allocation	\$ 2,393		
Total Net	\$ 3,841	\$ 388	\$ 388

FY'25 "first pass" budget
– final will differ slightly

Society Initiatives and Budget:

How outlined the three budgeting rules for society initiatives:

1. CSS can budget "3% of Society Reserve" (approximately \$714K for the next year based on \$23,805K reserves).
2. CSS can forecast an increase in the allocated amount in a given year by as much as "50% of the previous year's operating surplus."
3. The total of all society requests cannot exceed 1% of aggregate IEEE reserves (the "1% rule"). This constraint was active for both the 2023 and 2024 budgets.

How noted that while these constraints are active, they are also pliable. The 2025 budget will be submitted over the Summer and details will be provided in December. He emphasized the importance of strategic spending within the outlined rules.

Questions and Clarifications:

1. What is an initiative as compared to an operational expense?

Explanation: Jonathan How provided a detailed explanation distinguishing initiatives from operational activities. Initiatives are projects or efforts with a strategic purpose, designed to achieve specific goals that benefit the society. Examples include:

- Supporting Students: Funding student travel for conferences by covering hotel room costs, which encourages student participation and enhances their academic and professional development.
- Outreach Programs: Initiatives such as the Women in Control luncheon or CSS Day, which aim to expand the society's reach and support underrepresented groups.

Initiatives are distinct from operational activities, which are more tactical and focused on the day-to-day functioning of the society. Operational activities include routine expenses necessary to keep the society running smoothly, such as publishing journals, organizing conferences, and maintaining the society's infrastructure.

2. If you take all of the constraints and subtract all of the proposed spending, what is left?

Explanation: Frank Allgöwer inquired about the remaining funds after accounting for all constraints and proposed spending. Jonathan How explained that, based on last year's calculations:

- Remaining Funds: The society had approximately \$1.3 million left after considering all constraints and proposed spending.
- Recommendation: Despite this remaining amount, How advised against spending the full \$1.3 million. Depleting the surplus to this extent could pose risks. Specifically, it would leave the society with little to no financial cushion, potentially leading to a negative surplus. This would raise red flags with IEEE and severely limit the society's ability to respond to unforeseen opportunities or needs throughout the year.

Constraints on Spending:

- **Legal and Policy Constraints:** The society cannot spend money on direct member benefits, such as writing checks to members, but can fund activities that indirectly benefit members, such as student travel awards or conference subsidies.
- **1% Rule:** The total spending by all IEEE societies cannot exceed 1% of IEEE's aggregate reserves, ensuring controlled and justified expenditure across the organization.
- **Budget and Forecasting:** The society operates within a budget set at 3% of the society's reserves and can forecast an increase up to 50% of the previous year's surplus if necessary. These constraints ensure financial stability and prudent spending.

Surplus Utilization:

- **Strategic Spending:** The focus is on finding effective ways to spend the surplus that align with the society's strategic goals, such as supporting students, promoting outreach, and enhancing member engagement.
- **Importance of a Surplus:** Maintaining a surplus is crucial for financial health, enabling the society to handle unexpected expenses and invest in new opportunities without financial strain.

IEEE CSS President

Magnus Egerstedt

***The following individuals were requested to recuse themselves from the meeting, and invited back in after the discussions: Jonathan How, Mario di Bernardo, Necmiye Ozay*

President Egerstedt presented the following motion:

- **Motion:** *To re-appoint Jonathan How as VP Financial Activities for 2025*
Financial Impact: none
Endorsed By: Executive Committee

President Egerstedt presented the background of the motion.

Jonathan How has served as VP Finance for two years. The standard term is two years, with an option to extend for an additional year.

Egerstedt praised How's performance and significant contributions, including his efforts in cleaning up various financial aspects. He noted the complexity of understanding IEEE operations and finances, which Jonathan has navigated effectively.

Jonathan P. How is the Richard C. Maclaurin Professor of Aeronautics and Astronautics at the Massachusetts Institute of Technology. He is a Fellow of the Institute of Electrical and Electronics Engineers (IEEE) and the American Institute of Aeronautics and Astronautics (AIAA). He was elected to the National Academy of Engineering (NAE) in 2021.

Dr. How was the editor-in-chief of the IEEE Control Systems Magazine (2015-19) and is an associate editor for the AIAA Journal of Aerospace Information Systems and the IEEE Transactions on Neural Networks and Learning Systems. He was elected to the Board of Governors of the IEEE Control Systems Society (CSS) in 2019 and is a member of the IEEE CSS Technical Committee on Aerospace Control and the Technical Committee on Intelligent Control. His work has been recognized with multiple awards, including the 2020 IEEE CSS Distinguished Member Award, the 2020 AIAA Intelligent Systems Award, the 2002 Institute of Navigation Burka Award, the 2011 IFAC Automatica award for best applications paper, and is the 2015 winner of the IEEE Control Systems Society Video Clip Contest.

The motion passed unanimously.

President Egerstedt presented the following motion:

- **Motion:** *To appoint Mario di Bernardo as VP Technical Activities for 2025-2026*
Financial Impact: none
Endorsed By: Executive Committee

President Egerstedt presented the background of the motion.

Mario Di Bernardo is an elected member of the Board of Governors and has been actively involved in various technical activities within the society, including conferences and publications.

Mario di Bernardo is Professor of Automatic Control at the University of Naples Federico II, Italy, and Visiting Professor of Nonlinear Systems and Control at the University of Bristol, U.K. His active involvement in the IEEE Control Systems Society (CSS) includes being elected to the CSS Board of Governors (BoG) for the term 2023-2025 and serving as an appointed member of the CSS BoG in 2015. He was Senior Editor of the IEEE Transactions on Control of Network Systems and has served as an Associate Editor for the IEEE Transactions on Control of Network Systems, IEEE Control Systems Letters and Nonlinear Analysis: Hybrid Systems. He received the IEEE George N. Saridis Best Transactions Paper Award for Outstanding Research

and was a Distinguished Lecturer of the IEEE Circuits and Systems Society for 2016-2017. He has served on the Editorial Board of numerous international scientific journals and conferences and has been regularly invited as a plenary speaker worldwide.

The motion passed unanimously.

President Egerstedt presented the following motion:

- **Motion:** *To appoint Necmiye Ozay as VP Member Activities for 2025-2026*
Financial Impact: none
Endorsed By: Executive Committee

President Egerstedt presented the background of the motion.

Necmiye Ozay has been an active member of the Board of Governors (BoG).

Egerstedt highlighted her technical accomplishments and significant volunteer work within the Control Systems Society.

Necmiye Ozay is the Chen-Luan Family Faculty Development Professor of Electrical and Computer Engineering, and an associate professor of Electrical Engineering and Computer Science, and Robotics at the University of Michigan, Ann Arbor. She received the 1938E Award and a Henry Russel Award from the University of Michigan for her contributions to teaching and research. She received five young investigator awards, including NSF CAREER Award. She is also the recipient of the 2021 Antonio Ruberti Young Researcher Prize from the IEEE Control Systems Society for her fundamental contributions to the control and identification of hybrid and cyber-physical systems. Ozay has served as a Program chair for several conferences, and she was the Vice Chair for contributed papers for the 2022 American Control Conference and is currently serving as the Diversity & Inclusion chair for the 2025 American Control Conference. She has been an elected member of the IEEE Control Systems Society Board of Governors since 2023.

The motion passed unanimously.

President Egerstedt presented the ExCom members for 2025.

The 2025 IEEE CSS Executive Committee



President:
Carolyn Beck



Past President:
Magnus Egerstedt



Director of Operations:
Antonella Ferrara



VP-FA:
Jonathan How



VP-PA:
Andrea Serrani



VP-CA:
Lihua Xie



VP-DOD:
Karl Johansson



VP-TA:
Mario di Bernardo



VP-MA:
Necmiye Ozay

President Egerstedt presented the following motion:

- **Motion:** *To appoint Thomas Parisini as Awards Chair with a start date of August 1, 2024.*
Financial Impact: none
Endorsed By: Executive Committee

President Egerstedt presented the background of the motion.

John Baillieul wished to step down as CSS Awards Chair in 2024, and Thomas Parisini, a past President of the Control Systems Society, was identified as his successor. Thomas brings extensive experience and deep involvement in CSS, including roles as editor-in-chief of a journal and general chair for conferences. Due to logistical reasons, Thomas's term will begin on August 1, 2024, rather than the typical January 1 start date. This timing ensures a smooth transition, aligning with the May 15 submission deadline, and all the award sub-committees have already started their work. John Baillieul will work with Parisini to ensure a seamless handover.

Thomas Parisini received the Ph.D. degree in Electronic Engineering and Computer Science in 1993 from

the University of Genoa. He was with Politecnico di Milano and he currently holds the Chair of Industrial Control and serves as the Head of the Control and Power Research Group at Imperial College London. He is a Deputy Director of the KIOS Research and Innovation Centre of Excellence, University of Cyprus. Since 2001 he is also Danieli Endowed Chair of Automation Engineering with University of Trieste. Thomas Parisini has served as the 2021-2022 President of the IEEE Control Systems Society and during 2009-2016 he was the Editor-in-Chief of the IEEE Trans. on Control Systems Technology. Since 2017, he is Editor for Control Applications of Automatica and since 2018 he is the Editor in Chief of the European Journal of Control. Among other activities, he was the Program Chair of the 2008 IEEE Conference on Decision and Control and General Co-Chair of the 2013 IEEE Conference on Decision and Control. Prof. Parisini is a Fellow of the IEEE and of the IFAC.

The motion passed unanimously.

****Thomas Parisini was not in attendance**

President Egerstedt presented the following motion:

- **Motion:** *To appoint Tansel Yucelen as the IEEE CSS's secondary (non-voting) representative on the IEEE Systems Council for the 2024-25 term*

Financial Impact: none

Endorsed By: Executive Committee

President Egerstedt presented the background of the motion.

Magnus Egerstedt announced a mid-year personnel appointment related to the Systems Council, a horizontal IEEE entity that connects various societies with shared interests, such as CSS, coordinating activities and ensuring societies are aware of each other's initiatives to avoid overlap. Rifat Sipahi from Northeastern, a voting member on this council, agreed to fill the primary member slot for 2024-2025 as Amir Aghdam had already served two terms and was not eligible. Consequently, Tansel Yucelen from the University of Central Florida agreed to serve as the secondary non-voting member for CSS on the council.

Tansel Yucelen (Senior Member, IEEE) received the Doctor of Philosophy degree in aerospace engineering from the Georgia Institute of Technology, Atlanta, GA, USA, in 2012. He has been currently an Associate Professor with the Department of Mechanical Engineering and the Director of the Laboratory for Autonomy, Control, Information, and Systems, University of South Florida, Tampa, FL, USA. Prior to joining the University of South Florida, he held Research Engineer positions with the Georgia Institute of Technology from 2011 to 2013, and an Assistant Professor position with the Missouri University of Science and

Technology, Rolla, MO, USA, from 2013 to 2016. His research interests include adaptive and robust control of safety-critical systems, distributed estimation and control of networked multi-agent systems, resilient and secure robotics, autonomous vehicles, cyber-physical systems, and large-scale and modular systems. Dr. Yucelen is a member of the National Academy of Inventors and a Senior Member of the AIAA.

The motion passed unanimously.

****Tansel Yucelen was not in attendance**

President Egerstedt presented the following motion:

- **Motion:** *To appoint Cecilia Pasquale as the IEEE CSS's representative for the IEEE Transactions on Intelligent Vehicles for the 2024-26 term*
Financial Impact: none
Endorsed By: Executive Committee

President Egerstedt presented the background of the motion.

Antonella Ferrara's three year term ended in 2023, and we need to fill this position for the next three year term. Magnus Egerstedt announced the final personnel action, appointing Cecilia Pasquale as the CSS liaison representative for the Transactions on Intelligent Transportation Systems. This role involves ensuring coordination between CSS and relevant journals, particularly those with special issues connected to CSS activities. Antonella Ferrara's term ended in 2023, and Cecilia has agreed to take over this responsibility.

Cecilia Pasquale received the bachelor's degree in civil engineering in 2009 from the Polytechnic University of Torino, Italy, the master's degree in Transports and Logistics Engineering and the Ph.D. degree in Monitoring of Systems and Environmental Risk Management from the University of Genova, Italy, in 2012 and 2016, respectively. Currently she is Assistant Professor at the University of Genova. Her research interests include modelling, optimization, and control methods applied to the field of transportation systems. She has served as AE for the Open IEEE Open Journal on Intelligent Transportation Systems and for IEEE Transactions on Intelligent Vehicles. Presently she serves as Associate Editor for Control Engineering Practice. Since November 2023, she has served as chair of the IEEE ITS TC on "Planning and Control of Transportation and Logistic Networks".

The motion passed unanimously.

****Cecilia Pasquale was not in attendance**

President Egerstedt presented the following motion:

- **Motion:** *To increase the travel support limits for eligible IEEE CSS volunteers from \$800 to \$1200 for travel within a continent and from \$1200 to \$1600 for intercontinental travel.*

Begins August 1, 2024

Financial Impact: <\$5K/year

Endorsed By: Executive Committee

President Egerstedt presented the background of the motion.

Magnus Egerstedt discussed the need to increase travel support limits for BOG members and other eligible volunteers who attend conferences and other IEEE meetings solely in their role as CSS representatives. The current limits of \$800 for intracontinental and \$1,200 for intercontinental travel, set pre-pandemic, are now insufficient due to significantly rising airline costs. The proposal is to raise these limits to \$1,200 and \$1,600, respectively, ensuring that volunteers can afford travel to meetings without financial strain. Ian Petersen inquired about the differing percentage increases, to which Magnus explained that the changes reflect current price trends. The financial impact of this increase is estimated to be less than \$5K per year. The proposal, endorsed by the executive committee, was unanimously approved to take effect on **August 1, 2024**. Magnus also reminded members about the reimbursement process via Concur.

The motion passed unanimously.

President Egerstedt presented the following motion:

- **Motion:** *To rename the IEEE Control Systems Award as the Roger W. Brockett Control Systems Award.*

Financial Impact: none

Endorsed By: Executive Committee

President Egerstedt presented the background of the motion.

Magnus Egerstedt introduced a motion to rename the IEEE Control Systems Award to the Roger

W. Brockett Control Systems Award, honoring Roger Brockett for his significant contributions to nonlinear control. Roger Brockett, a prominent figure in the field, passed away two years ago. His family made a substantial donation to establish the Roger W. Brockett Memorial Fund through the IEEE Foundation, raising over \$71,000. John Baillieul coordinated this effort, reaching out to the community for contributions.







Egerstedt emphasized that naming the award after Brockett aligns with practices of other societies and provides a template for future recognitions. John Baillieul highlighted the process of setting up memorial awards, sharing the example of the Roberto Tempo Award, established after Tempo's unexpected death. He described how Brockett's wife, Carol Ann, expressed a strong preference for honoring Roger through the Control Systems Society rather than his affiliated institutions.

The motion to rename the award was well-received, and Egerstedt expressed gratitude to Baillieul for leading the initiative. John Baillieul concluded by noting the strong community support and the potential for further contributions to the memorial fund.

The motion passed unanimously.

IEEE Foundation		CSS Funds - Detail	
Fund Name	Length of Use	Purpose	Fund Balance at 31 Dec 2023
IEEE Control Systems Society Fund	Until Depleted	Support CSS , outreach, diversity, and educational initiatives	\$700, 559
IEEE CSS Award for Technical Excellence in Aerospace Control Fund**	Fund Functioning as Endowment	Supports prize items for IEEE CSS Award for Technical Excellence in Aerospace Control	\$70,358
IEEE Control Systems Society Roberto Tempo Best CDC Paper Award Fund**	Fund Functioning as Endowment	Honors the legacy of Roberto Tempo and supports the cash prize associated with the IEEE Control Systems Society Roberto Tempo Best CDC Paper Award	\$33,746
IEEE Roger Brockett Memorial Fund	Fund Functioning as Endowment	Honors the legacy of Roger Brockett and supports scholarly activities, in the field of control systems, that Brockett deemed important during his lifetime.	\$71,701

** Fund is under utilized (not spending 4% of fund balance)

ieeefoundation.org







President Egerstedt presented the following motion:

- **Motion:** *To continue handing out the IEEE CSS Antonio Ruberti Young Researcher Prize through IEEE CSS funds, starting 2025*
Financial Impact: \$5K annually
Endorsed By: Executive Committee

President Egerstedt presented the background of the motion.

Magnus Egerstedt introduced a motion to continue funding the Antonio Roberti Young Researcher Prize using CSS funds for 2024, due to the Antonio Roberti Foundation no longer being able to support the award. The Ruberti Foundation informed CSS in February 2024 that they could no longer financially support the prize. As a result, the Executive Committee decided to fund the \$5,000 award for 2024 to maintain continuity.

For 2025 and beyond, the motion proposes that CSS will continue to pay for the award, keeping the name Antonio Roberti Young Researcher Prize until sufficient funds are raised to endow it properly or rename it. The goal is to keep recognizing young researchers while exploring opportunities to secure funding through community contributions. Egerstedt emphasized the importance of maintaining the prize's brand and acknowledged the potential for future naming opportunities if the award is endowed.

Jonathan How raised a question about the best way to explain the process of establishing such memorial funds to the community. Egerstedt responded that establishing a memorial fund involves discussions with CSS to provide it as an option, noting that the cost to endow the Antonio Roberti prize is significantly lower than that of the Control Systems Award.

Additional Background:

From the Ruberti Foundation (Giovina Ruberti)

I would like to communicate to the President on the behalf of the Fondazione Antonio Ruberti that unfortunately the Fondazione will not be able to support the 2024 Antonio Ruberti Young Researcher Prize. We did not receive in the last few years the donations and institutional support necessary for the award. It has been a privilege and a pleasure to collaborate with the prestigious IEEE Control System Society these years. We wish to thank you for your effort to select each year a young researcher with outstanding achievement in research in system and control and to help us to honour the memory of Prof Antonio Ruberti.

The motion passed unanimously.

IEEE CSS President-Elect

Carolyn L. Beck

President-Elect Carolyn Beck presented the background of the motion.

- **Motion:** *To approve a Code of Conduct statement to be posted on the CSS website and CSS conference websites*

Financial Impact: none

Endorsed By: Executive Committee

President-Elect Beck presented the background of the motion.

Carolyn Beck introduced a motion to approve a code of conduct for the Control Systems Society (CSS). Although IEEE has a generic code of conduct, CSS currently lacks its own specific guidelines. The proposed code aims to set explicit expectations for participant behavior at CSS meetings, events, and conferences, emphasizing inclusivity and professionalism.

The draft code includes a positive opening statement from IEEE, highlighting the importance of openness, international collaboration, and the free flow of talent and ideas. It underscores CSS's commitment to a welcoming and professional environment, free from discrimination, harassment, or bullying. Specific behaviors that are not tolerated are outlined, including harassment, inappropriate behavior, and disruptive conduct. The code also emphasizes the importance of providing a safe and productive environment for all participants, including staff and vendors.

Beck noted that the draft is kept simple, but suggestions for further refinement, such as adding a do's and don'ts section, are welcome. One key element missing from the draft is a reporting mechanism for inappropriate behavior, which Beck acknowledged needs to be addressed. The goal is to eventually have a reporting system on the CSS website that allows anonymous submissions, ensuring reports are reviewed by the appropriate individuals and actions are taken.

Magnus Egerstedt supported the motion, highlighting the need for a clear reporting process and the importance of follow-through to prevent discouraging experiences. He also mentioned the potential to expand the scope of the code of conduct to include broader professional interactions, such as peer reviews and email communications.

Key Points and Discussions:

- **Need for Robust Reporting Mechanism:**
 - Magnus Egerstedt emphasized the importance of having an anonymous and safe reporting mechanism. He highlighted the need to build an infrastructure that supports this process and ensures proper follow-through.
- **Preventative Strategy:**
 - Steffi Knorn suggested focusing on preventative strategies to ensure that professional and respectful behavior becomes second nature to the next generation of researchers. She advocated for ongoing efforts to instill these values.
- **Broader Scope:**
 - Necmiye Ozay proposed expanding the code of conduct to cover interactions outside of events, such as emails, suggesting the need for a broader code of ethics.
- **Grievance Reporting:**
 - Sonja Glavaski-Radovanovic raised concerns about unclear reporting channels for issues like editors not publishing well-reviewed papers. This highlighted the necessity for clear and accessible reporting mechanisms.
- **Need for CSS-specific Code:**
 - Mario Di Bernardo questioned the need for a separate CSS code of conduct when IEEE already has one. The response clarified that the CSS-specific code would enhance awareness and emphasize respect within the society.
- **Further Development:**
 - Magnus Egerstedt acknowledged the need for further development of the code of conduct and its reporting mechanisms. He stressed the importance of voting on the current motion while planning to expand the conversation and scope.
- **Use of Existing Frameworks:**
 - Jonathan How suggested considering existing frameworks to avoid reinventing the wheel. It was agreed that the CSS code would be drafted and evolved over time, incorporating feedback and best practices.
- **Values vs. Code of Conduct:**
 - Frank Allgöwer suggested defining values instead of a separate code of conduct to avoid conflicts with IEEE's code. This approach could align the society's expectations with broader IEEE standards while emphasizing specific CSS values.

The IEEE CSS Code of Conduct Statement: Draft

The IEEE believes that science, technology, and engineering are fundamental human activities, for which openness, international collaboration, and the free flow of talent and ideas are essential. The Control Systems Society (CSS) fully agrees with this and, in addition, strives to maintain a welcoming and

professional environment at all CSS meetings, conferences and events. Creating a supportive atmosphere that is free from any form of discrimination, harassment, or bullying is the responsibility of all participants.

All participants in CSS meetings have the right to pursue shared interests in an environment that supports diversity and is inclusive. As such, participants must avoid any inappropriate actions or statements based on individual characteristics such as age, race, ethnicity, sexual orientation, gender identity, gender expression, marital status, nationality, political affiliation, educational background, or any other protected characteristics. Disruptive or harassing behavior of any kind will not be tolerated. Harassment includes but is not limited to inappropriate or intimidating behavior and language, unwelcome jokes or comments, unwanted touching or attention, offensive images, and stalking.

At CSS events we must all be committed to providing a safe and productive environment to all participants, including staff and vendors. We must all seek to enable engaging, thought-provoking and respectful conversations that support our core mission of advancing technology for humanity.

The motion passed unanimously.

IEEE CSS VP for Conference Activities

Lihua Xie

Vice President for Conference Activities Prof. Lihua Xie presented the following motion.

- **Motion:** *To approve the budget for CDC 2026*
Endorsed by: ExCom
Financial Impact: Projected Surplus of \$123,510

Xie presented the background of the motion.

Key Details:

- Financial Impact: The projected surplus for CDC 2026 is \$123,510, which is about 10% of the total revenue.
- General Chair: Jorge Cortés (approved by BoG@CDC'22)
- Program Chair: Lacra Pavel (approved by BoG@ACC'23)
- Location: Hawaii (approved by BoG@ACC'23)
- Expected Registrants: 1,800

- Registration Rates (in US Dollars):

- Advanced Rate: Members \$750, Non-Members \$800
- On-site Rate: Members \$950, Non-Members \$1000
- Student Advanced Rate: Members \$250, Non-Members \$400
- Student On-site Rate: Members \$350, Non-Members \$500

INCOME		EXPENSES	
	\$1,418,025		\$1,294,515
Registration fees	\$1,076,850	Management	\$9,000
Grants, Donations	0	Registration	\$9,000
Conf. Publications	\$76,250	Promotion	\$3,000
Exhibits	\$52,500	Tutorials	\$28,350
Social Events	\$31,950	Exhibits	\$5,000
Workshops	\$28,350	Local Arrangements	\$119,800
Other (e.g., loan, interest)	\$64,000	Food&Beverage	\$914,175
Meeting functions billed to CSS	\$88,125	Administration	\$52,190
		Audit Fee	\$6,000
		Committee	\$25,000
		Program	\$58,000
Surplus	\$123,510 (10%)	Proceedings	\$5,000

Comments and Discussion:

Magnus Egerstedt explained that the 20% surplus rule often cited for IEEE conferences is actually a guideline, not a strict rule. This realization has allowed CSS to reduce the surplus percentage significantly, which helps to cut down on conference costs. He emphasized that budgets should now be based on actual expenditures from previous conferences rather than projections, as this provides a more accurate financial picture and helps control costs.

Girish Nair raised a concern about the small \$50 difference between member and non-member rates. It was clarified that "non-member" in this context refers to IEEE members who are not CSS members.

The budget proposal for CDC 2026 was seen as well-aligned with the society's new financial strategy, aiming to balance fiscal responsibility with enhanced support for students and society members.

The motion passed unanimously.

Vice President for Conference Activities Prof. Lihua Xie presented the following motion.

- **Motion:** *To approve the Hilton Hawaiian Village in Honolulu, Hawaii, as the CDC 2026 venue*
Financial Impact: none
Endorsed By: Executive Committee

Xie presented the background of the motion.

Key details of the proposal include:

- Hotel Details:
 - Location: Hawaii Village Hotel in Honolulu
 - Rooms: The hotel has 860 rooms available for the conference.
 - Meeting Space: Over 30 meeting rooms are included in the venue package.
 - Cost: The negotiated room rate is approximately \$220 per night, which is considered a reasonable and competitive price for the location.
- Accessibility: The hotel is conveniently located near Honolulu Airport, which offers excellent connectivity to major destinations worldwide, including Asia, Australia, the US, and Canada.

Type of room	Diamond Head and Kalia Tower Resort View	Diamond Head and Kalia Tower Ocean View	Tapa Collection Resort View	Tapa Collection Partial Ocean View	Tapa Collection Ocean View	Student Rooms Kalia Tower Resort View
Price	\$229.00 per night	\$ 269.00 per night	\$ 259.00 per night	\$ 289.00 per night	\$ 339.00 per night	\$ 209.00 per night
Room nights	788	520	472	91	87	183
+ \$25 resort fee						

The motion highlighted the favorable terms negotiated for the venue and its suitability for accommodating the expected number of conference participants.

The motion passed unanimously.

Vice President for Conference Activities Prof. Lihua Xie presented the following motion.

- **Motion:** *To approve December 15-18, 2026 (with December 14 for workshops) as dates for CDC 2026*

Financial Impact: none
Endorsed By: Executive Committee

Xie presented the background of the motion.

Key Points:

- **Increased Participation:** Previous conferences have seen a rise in submitted papers and participants, warranting an extended duration to accommodate the growing interest.
- **Travel Considerations:** Hawaii's remote location requires lengthy travel, making a longer conference more practical for attendees.
- **Cost Negotiations:** A four-day conference facilitates better negotiation with the hotel for meeting room packages and accommodation rates, which is crucial given Hawaii's higher costs.

Magnus Egerstedt expressed his reservations about the trend towards four-day conferences but acknowledged the sound rationale behind this decision. He emphasized the importance of monitoring this trend to avoid an implicit change in the standard conference duration without a broader discussion. However, he supported the four-day format for CDC 2026 due to the specific circumstances and rationale provided.

The motion passed unanimously.

Vice President for Conference Activities Prof. Lihua Xie presented the following motion.

- **Motion:** *To approve Paulo Tabuada as Program Chair for CDC 2027*
Financial Impact: none
Endorsed By: Executive Committee

Xie presented the background of the motion.

Paulo is a professor at UCLA with extensive experience in serving the society. His editorial service includes roles such as guest editor for Acta Informatica, Journal on Discrete Event Dynamic Systems, and IEEE Transactions on Automatic Control, among others. He has also served as an associate editor for various journals and was the founding associate editor of IEEE Embedded Systems Letters.

In terms of conference organization, Tabuada has been a general co-chair and program committee co-chair for numerous conferences, including the ACM/IEEE International Conference on Cyber-Physical Systems and the IFAC Conference on Analysis and Design of Hybrid Systems. His long list of editorial and conference services showcases his qualifications and experience. Magnus Egerstedt expressed confidence in Tabuada's qualifications and supported the motion, indicating it was ready for approval.

Professor Paulo Tabuada received his Ph.D. degree in Electrical and Computer Engineering in 2002 from the Institute for Systems and Robotics, a private research institute associated with Instituto Superior Tecnico, Lisbon, Portugal. Between January 2002 and July 2003, he was a postdoctoral researcher at the University of Pennsylvania. After spending three years at the University of Notre Dame, he joined the Electrical and Computer Engineering Department at the University of California, Los Angeles, where he currently is the Vijay K. Dhir Professor of Engineering. His editorial and conference organization service is summarized in the next slide.

Editorial service: *Guest editor, Acta Informatica, special issue on Synthesis, 2018 to 2019.*

Guest editor, Journal on Discrete Event Dynamic Systems, special issue on formal methods for control, 2015 to 2016.

Guest editor, IEEE Transactions on Automatic Control, special issue on control of cyber-physical systems, 2013 to 2014.

Associate editor, IEEE Transactions on Automatic Control, 2010 to 2013.

Founding associate editor, IEEE Embedded Systems Letters, January 2009 to December 2011.

Associate editor, Conference editorial board, IEEE Control Systems Society, July 2004 to September 2008.

Steering committee service:

Steering Committee Member, International Conference on Hybrid Systems: Computation and Control (HSCC), 2015 to present.

Chair of Steering Committee, International Conference on Hybrid Systems: Computation and Control (HSCC), 2017 to 2023.

Steering Committee Member, CPS-IoT Week, 2017 to 2023.

Conference organization service:

General co-chair, 10th ACM/IEEE International Conference on Cyber-Physical Systems (ICCPS), Montreal, Canada, 2019.

Program committee co-chair, 7th Workshop on Synthesis (SYNT), Oxford, UK, 2018.

Program committee co-chair, 9th ACM/IEEE International Conference on Cyber-Physical Systems (ICCPS), Porto, Portugal, 2018.

Program committee co-chair, 5th IFAC Conference on Analysis and Design of Hybrid Systems (ADHS), Atlanta, Georgia, 2015.

Program committee co-chair, 3rd IFAC Workshop on Distributed Estimation and Control in Networked Systems (NecSys), Santa Barbara, California, 2012.

General co-chair and program committee co-chair, Int. Conference on Hybrid Systems Computation and Control (HSCC), San Francisco, California, 2009.

General co-chair and program committee co-chair, Workshop on Networked Embedded Sensing and Control,

University of Notre Dame, Indiana, 2005.

The motion passed unanimously.

****Paulo Tabuada was not in attendance.**

Vice President for Conference Activities Prof. Lihua Xie presented the following motion.

- **Motion:** *To approve Henrik Sandberg as Program Chair for CDC 2028*
Financial Impact: none
Endorsed By: Executive Committee

Xie presented the background of the motion.

Henrik Sandberg is currently a professor at KTH Royal Institute of Technology and has actively served the society, including roles as an associate editor for the IEEE CSS Technology Conferences Editorial Board (2020-2023), IEEE Transactions on Automatic Control (2016-2017), and Automatica (2012-2020). He also guest-edited special issues for IEEE Transactions on Smart Grid and IEEE Control Systems Magazine.

Henrik Sandberg's extensive conference organization experience includes serving as the Program Co-chair for the European Control Conference in 2024 and being a Technical Program Committee Member for the IEEE Conference on Decision and Control in 2023. He has held various roles in multiple conferences, including International Program Committee Chair for the IFAC Workshop on Distributed Estimation and Control in Networked Systems (2019) and Program Committee Member for numerous conferences, such as ICCPS and HSCC.

Professor Henrik Sandberg (Fellow, IEEE) received his Ph.D. degree in Automatic Control in 2004 from Lund University, Lund, Sweden. Between 2005 and 2007, he was a postdoctoral researcher at the California Institute of Technology, Pasadena, USA. He then joined the Division of Decision and Control Systems at KTH Royal Institute of Technology, Stockholm, Sweden, where he is currently a professor in large-scale control systems. In 2013, he was a Visiting Scholar at the Laboratory for Information and Decision Systems (LIDS) at MIT, Cambridge, USA. Dr. Sandberg was a recipient of the Best Student Paper Award from the IEEE Conference on Decision and Control in 2004, an Ingvar Carlsson Award from the Swedish Foundation for Strategic Research in 2007, and a Consolidator Grant from the Swedish Research Council in 2016. His editorial and conference organization services are summarized below.

Associate Editor, Automatica, 2012 to 2020.

Guest Editor, IEEE Transactions on Smart Grid, special issue “Distributed Optimization and Control Algorithms for Electric Power Systems,” 2017.

Guest Editor, IEEE Control Systems Magazine, special issue “Secure Control Systems,” 2013.

Conference organization service:

Program Co-chair, European Control Conference, Stockholm, Sweden, 2024.

Technical Program Committee Member, IEEE Conference on Decision and Control (CDC), Singapore, 2023.

Control and Operations Symposium Co-Chair, IEEE International Conference on Communications, Control, and Computing Technologies for Smart Grids (SmartGridComm), Virtual, 2020.

International Program Committee Chair, IFAC Workshop Distributed Estimation and Control in Networked Systems (NecSys), Chicago, USA, 2019.

International Program Committee Member, IFAC Workshop Distributed Estimation and Control in Networked Systems (NecSys), Groningen, Netherlands, 2018.

International Program Committee Member, IEEE Conference on Decision and Control (CDC), Nice, France, 2019.

Program Committee Member, International Conference on Cyber-Physical Systems (ICCPs), 2015 (Seattle, USA), 2016 (Vienna, Austria), and 2019 (Montreal, Canada).

Program Committee Member, International Conference on Hybrid Systems: Computation & Control (HSCC), Berlin, Germany, 2014.

Program Committee Member, Conference on High Confidence Networked Systems (HiCoNS), Beijing, China, 2012.

Demo, Exhibit and Interactive Session Chair, CPS Week, Stockholm, Sweden, 2010.

The motion passed unanimously.

***Henrik Sandberg was not in attendance*

Vice President for Conference Activities Prof. Lihua Xie presented the following motion.

- **Motion:** *To approve Sydney as the location for CDC 2028*
Financial Impact: none
Endorsed By: Executive Committee

Xie presented the background of the motion.

The General Chair is Girish Nair (approved in December 2023).

Supporting Factors:

- Government Support: The Australian and New South Wales governments value hosting global research conferences like IEEE CDC and have committed up to AUD 660,000 to offset venue costs at ICC Sydney.
- International Convention Centre Sydney (ICC Sydney):
 - Australia's largest fully integrated convention, exhibition, and entertainment center.
 - Modern conference facilities and excellent technical capabilities.
 - Waterfront location in the heart of the city.
 - Only 5 miles (a 20-minute drive) from Sydney Airport.
 - Walking distance to iconic attractions.
 - Surrounded by accommodations, restaurants, and cafes to suit all budgets.
 - Plenary theatre seating 2,500 delegates.

The motion passed unanimously.

Vice President for Conference Activities Prof. Lihua Xie presented the following motion.

- **Motion:** *To approve Dec. 12-15 as dates for CDC 2028*
 Financial Impact: none
 Endorsed By: Executive Committee

Xie presented the background of the motion.

The rationale behind proposing a four-day conference format includes several key points:

- International Travel Considerations: Sydney being distant from major hubs like Europe and the US necessitates a longer conference duration to accommodate travel time for participants. This is especially important for ensuring international attendance and participation.
- Government Funding: Both Portugal and New South Wales governments provide significant financial support for hosting CDC at ICC Sydney. This funding support increases for a four-day conference compared to a three-day event, making it financially advantageous to opt for a longer duration.
- Venue Constraints: ICC Sydney, as Australia's largest fully integrated convention, exhibition, and entertainment center, has physical constraints that favor a longer conference format. With over 30 breakout rooms and a plenary theater seating 2,500 delegates, managing session schedules requires more time, especially given the high number of paper

submissions expected, as evidenced by past CDCs.

Magnus Egerstedt supported the motion, acknowledging the practical and financial reasons behind opting for a four-day conference. However, he also proposed a broader discussion among BoG members to determine whether the standard duration of CDCs should universally shift to four days or remain flexible based on future conference locations and logistical considerations. This discussion aims to align the society's approach with attendee preferences, financial viability, and logistical ease.

Comments from Board Members:

- Steffi Knorn questioned why CDC 2027 was skipped. The response clarified that the location in Lisbon has not been finalized, prompting the BoG to focus on voting for CDC 2028 ahead of schedule.
- Raphael Jungers raised concerns about whether a four-day conference primarily benefits guests or the government, suggesting that longer stays may lead to increased spending. The response highlighted that a four-day conference does not significantly increase costs compared to three days but allows for more sessions, benefiting both attendees and the host city economically. The President expressed interest in discussing the broader implications of four-day conferences beyond the current motion, indicating a desire to explore this topic further among BoG members.

The motion passed unanimously.

New Business:

Discussion on Conference Duration and Financial Planning for IEEE CDC

Jonathan How discussed the financial aspects of conference planning, emphasizing the historical focus on achieving a positive surplus, sometimes resulting in significant profits. He acknowledged that some conferences, like one last summer, operated at a deficit, requiring financial support to balance the books. Jonathan cautioned against prioritizing financial considerations over the quality of the conference experience and practicality of travel, arguing for a balanced approach.

Magnus Egerstedt supported this sentiment, recognizing the need to balance financial viability with attendee satisfaction. He reiterated the preference for maintaining three-day conferences as a general guideline, while allowing exceptions based on specific circumstances.

Ian Petersen highlighted the logistical challenges for attendees traveling long distances, such as from Australia to Europe, advocating for a four-day conference to justify the extensive travel time. He noted that a three-day conference would result in 38 hours in session compared to 48 hours in airports and airplanes, making a four-day event more reasonable for those traveling such distances.

Necmiye Ozay suggested grouping presentations to allow attendees the option to attend for three or four days, addressing concerns about paper scheduling. Raphael Jungers expressed surprise at the shift towards four-day conferences, recalling a previous consensus favoring three-day events.

John Baillieul referenced past successful three-day CDCs in distant locations like Singapore and Rio, implying that three days were adequate. The President clarified that while there was no official mandate for four-day conferences, flexibility was necessary when negotiating venues, affirming the preference for three-day events.

Miroslav Kristic and other members echoed support for three-day conferences, reflecting a consensus favoring logistical feasibility and attendee needs over purely financial considerations. The meeting concluded with a straw poll showing a preference for three-day conferences, while acknowledging the need for flexibility in specific cases.

Unofficial Motion/Straw Poll:

3 Day preferred: 23

4 Day preferred: 5

Vice President for Conference Activities Prof. Lihua Xie presented the following motion.

- **Motion:** *To approve the CEB Editorial Service Agreement for 2025*

Endorsed by: ExCom

Financial Impact: \$61,700

Xie presented the background of the motion.

Lihua Xie presented the motion to extend the CET editorial service agreement with the Gina Cody School of Engineering and Computer Science at Concordia University for one more year, covering 2025. The current agreement ends on December 31, 2024, and this extension ensures continuity

until the new CEB chair takes over in January 2026. The cost for the service remains the same as in 2024, at approximately \$1,700. The total financial impact is \$61,700.

Magnus Egerstedt clarified that this motion is simply to maintain the existing arrangement and cost structure for another year. The motion was closed by the executive committee and passed unanimously after a second was called.

The motion passed unanimously.

Vice President for Conference Activities Prof. Lihua Xie presented the following motion.

- **Motion:** *To approve the re-appointment of Stefano Di Cairano as T-CEB Chair for 2025*
Financial Impact: none
Endorsed By: Executive Committee

Xie presented the background of the motion.

Lihua Xie proposed the reappointment of Stefano Di Cairano as the T-CEB Chair for another year, starting from January 1, 2025, and extending his term until the end of 2025. Stefano's current appointment ends on December 31, 2024.

Stefano Di Cairano received the Master's (Laurea) and the Ph.D. degrees in information engineering in 2004 and 2008, respectively, from the University of Siena, Italy. During 2008-2011, he was with Powertrain Control R&A, Ford Research and Advanced Engineering, Dearborn, MI, USA. Since 2011, he is with Mitsubishi Electric Research Laboratories, Cambridge, MA, USA, where he is currently a Deputy Director, and a Distinguished Research Scientist. His research focuses on optimization-based control and decision-making strategies for complex mechatronic systems, in automotive, factory automation, transportation systems, and aerospace. His research interests include model predictive control, constrained control, path planning, hybrid systems, optimization, and particle filtering. He has authored/coauthored more than 200 peer-reviewed papers in journals and conference proceedings and 80 patents. Dr. Di Cairano was the Chair of the IEEE CSS Technical Committee on Automotive Controls and of the IEEE CSS Standing Committee on Standards. He is the inaugural Chair of the IEEE CCTA Editorial Board and was an Associate Editor of the IEEE Transactions on Control Systems Technology.

The motion passed unanimously.

****Stefano Di Cairano was not in attendance.**

IEEE CSS VP for Publication Activities
Andrea Serrani

Vice President for Publication Activities Andrea Serrani presented the following motion.

- **Motion:** *To approve a new three-year contract for the Editorial Assistant of the IEEE L-CSS (2025 through 2027)*
Endorsed by: Executive Committee
Financial Impact: \$42,198/yr

Serrani presented the background of the motion.

The current contract for the Editorial Assistant of the Letters of the Control Systems Society (L-CSS) ends this year with Maria Elena Valcher's term as EiC. Professor Laura Menini from the University of Rome Tor Vergata will be the new EiC, and a new editorial assistant will be hired through her institution to support her. The proposed new three-year contract, covering 2025 to 2027, has a financial impact of \$42,198 per year. This includes salaries adjusted for inflation, totaling around \$96,000 over three years, and additional expenses for hardware and office supplies in the first year. The total cost over the three years amounts to \$126,596.69.

	2025	2026	2027	Cumulative
Salaries	31,298.40	32,237.35	33,204.47	96,740.22
Indirect costs on Salaries	6,885.65	7,092.22	7,304.98	2,1282.85
Hardware and Office Supplies	5,929.20	592.92	622.57	7,144.69
Indirect costs on Supplies	1,185.84	118.58	124.51	1,428.93
Total Costs Requested	\$ 45,299.09	\$ 40,041.07	\$ 41,256.53	\$126,596.69

The motion passed unanimously.

Vice President for Publication Activities Andrea Serrani presented the following motion.

- **Motion:** *To approve a new three-year contract for the Editorial Assistant of OJ-CSYS (2025 through 2027)*

Endorsed by: Executive Committee

Financial Impact: \$51,800/yr

The current contract expires at the end of December 2024, and the current editorial assistant at the University of California, San Diego, will be reappointed. This motion has been endorsed by the executive committee. The financial impact is approximately \$51,800 per year for three years. The breakdown includes salaries, fringe benefits, and communication costs, totaling about \$156,000 over the three-year period. There are no additional equipment costs since the journal is in a steady state.

	2025	2026	2027	Cumulative
Salaries	\$ 30,104	\$ 31,008	\$ 31,938	\$ 93,050
Fringe benefits	\$ 14,179	\$ 14,897	\$ 15,651	\$ 44,727
Communication costs	\$ 722	\$ 744	\$ 766	\$ 2,232
Total direct costs	\$ 45,005	\$ 46,649	\$ 48,355	\$ 140,009
Total indirect costs	\$ 4,951	\$ 5,131	\$ 5,319	\$ 15,401
Total costs requested	\$ 49,956	\$ 51,780	\$ 53,674	\$ 155,410

The motion passed unanimously.

Vice President for Publication Activities Andrea Serrani presented the following motion.

- **Motion:** *To increase the budget of the editorial assistant of TCNS for 2024*

Endorsed by: Executive Committee

Financial Impact: \$4,000/year

Serrani presented the background of the motion.

Serrani explained that there are two types of contracts for editorial services: multi-year contracts

for personnel appointed at the institution of the Editor-in-Chief (EiC), and year-by-year contracts for independent contractors hired directly by IEEE. The motion addressed the need for a 20% increase in the compensation for the editorial assistant, who is an independent contractor, due to the salary remaining unchanged since January 2020 at \$24,000 per year. The proposed increase, based on a CPI comparison between 2020 and 2024, would raise the compensation to \$28,000 for 2024, resulting in an additional financial impact of \$4,000 per year. This motion has been endorsed by the executive committee.

In response to a question from Magnus Egerstedt, Serrani clarified the differences between hiring personnel through IEEE versus at the EiC's home institution. The choice depends on various factors, such as the financial overheads of the home institution and the specific needs of the editorial role. Some EiCs prefer the flexibility of an IEEE contractor, while others may opt for someone closer to their institution for logistical reasons. The main difference lies in the contract mechanism, with contractors on a yearly basis and institution-employed personnel on multi-year contracts.

The motion passed unanimously.

Vice President for Publication Activities Andrea Serrani presented the following motion.

- **Motion:** *To approve a new contract for the TCNS editorial assistant for 2025*
Endorsed by: Executive Committee
Financial Impact: \$28,000

Serrani presented the background of the motion.

Jeff Shama will step down at the end of the year, and Professor Lacra Pavel will assume the role of Editor-in-Chief starting January 2025. Professor Pavel has requested to retain the current editorial assistant for 2025. The proposed compensation for the editorial assistant is \$28,000, reflecting the recent 20% increase approved for 2024. This motion, endorsed by the executive committee, has a financial impact of \$28,000 for 2025.

The motion passed unanimously.

Vice President for Publication Activities Andrea Serrani presented the following motion.

- **Motion:** *To increase the amount of the Paperplaza contract for 2024-2026 by \$60,642.*
Endorsed by: Executive Committee
Financial Impact: \$20,214/yr

Serrani presented the background of the motion.

Andrea Serrani presented the background of a motion addressing a financial deficit in the contract with Papercept, Inc., which provides the Paper Plaza system used for IEEE CSS journals and conferences. The Statements of Work (SOWs) produced in 2021 to cover services for 2022-2026 were incorrect, leading to corresponding Purchase Orders (POs) also being incorrect. This resulted in a \$60,642 deficit over the three-year period 2024-2026.

The deficit arose from unanticipated add-ons and customizations, such as AI usage statements and reviewer guidelines, that were requested after the initial contract was stipulated. Despite this, Papercept agreed to forgo any claim on the amount owed for 2023, reducing the immediate financial impact. The proposed motion seeks to increase the Papercept contract by \$60,642 for 2024-2026, equating to \$20,214 per year, to cover these additional costs.

Magnus Egerstedt emphasized that the deficit was due to services requested but not budgeted for and acknowledged Papercept's concession for 2023. He highlighted that the additional annual cost is minor compared to the revenue generated from publications but crucial for transparency and financial accuracy. Egerstedt also noted, "It's a little weird to discover a \$60,000 hole. One can argue over who's at fault here. I don't want to get too much into that, but really, it is a matter of every time we ask Paper Plaza to do something different. Wouldn't it be nice if we had this that cost money, both development costs and other fixed running costs, and this was simply not kept fully up to date in the purchase order, so there was a runaway cost that wasn't properly allocated."

Concerns were raised about the dependence on a single individual, Pradeep, at Papercept, highlighting the risk of operational disruptions. Egerstedt reassured that Papercept is evolving into a more structured company with additional support personnel, though there remains a need to secure the database for future stability.

There were additional concerns about database security, suggesting IEEE should consider purchasing the database to ensure long-term access and continuity. Serrani confirmed the

challenges of transitioning between different manuscript management systems, underscoring the importance of maintaining access to the existing database.

The immediate motion focused on addressing the current financial shortfall to ensure uninterrupted service and future planning. As IEEE pays in four installments over a one-year period, the next invoice from Paperplaza will be covered under existing POs. The motion received endorsement from the executive committee and proceeded to a vote.

<u>Publication</u>	<u>Original total included in Contract</u>	<u>New Contract total</u>	<u>Change in BOG approved Contract amount (3yr time period 2024-2026)</u>
CSS_L	\$54,000	\$59,832	\$5,832
CSS_CSM	\$21,000	\$24,600	\$3,600
CSS_TCNS	\$33,000	\$45,474	\$12,474
PP Hosting	\$147,000	\$154,200	\$7,200
CSS_Awards	\$2,500	\$4,000	\$1,500
CSS_TCST	\$60,000	\$60,000	\$0
CSS_TAC	\$99,000	\$112,650	\$13,650
CSS_OJCS	0	\$16,386	\$16,386
		Total Change: (2024-2026)	\$60,642

The motion passed unanimously.

Vice President for Publication Activities Andrea Serrani presented the following motion.

- **Motion:** *To approve page budget increase for IEEE TAC*

Endorsed by: Executive Committee

Estimated Financial Impact: \$ 15,137

Serrani presented the background of the motion.

The EiC of TAC, Prof. Alessandro Astolfi, has requested this increase from 8,500 to 9,000 pages to address a backlog, which is currently around six months. This request came after the IEEE Publishing Operations group urged reducing the backlog to no more than three issues. However, traditionally, EiCs of TAC have been reluctant to reduce the backlog below four issues.

The proposed page increase aims to cut the backlog by two issues, aligning it closer to IEEE's target. While this measure addresses the immediate backlog concern, it is not intended to set a new standard. The page budget for 2025 and a review of the backlog for other CSS publications will be discussed at the fall executive committee meeting. The estimated financial impact of this increase is approximately \$15,137, calculated using an IEEE-provided tool.

Magnus Egerstedt emphasized that this increase is a one-time adjustment to manage the current backlog and not a permanent change.

The motion passed unanimously.

IEEE CSS VP for Member Activities

Kristin Y. Pettersen

Vice President for Member Activities Kristin Y. Pettersen introduced the following motion.

- **Motion:** *To allocate \$20,000/yr for NextCom activities in 2025-2028*
Endorsed by: Executive Committee
Financial Impact: \$20,000/year in 2025-2028.

Pettersen presented the background of the motion.

At the last BoG meeting at CDC in Singapore in December, Pettersen introduced the initiative to establish a new committee under the direction of the IEEE CSS Student Activities Chair (SAC), Phil Paré. This initiative aimed to engage students and retain recent graduates within the society. To gauge interest, Paré organized a breakfast meeting at CDC in Singapore, allocating \$3,000 for this purpose. The high level of interest and engagement led to the formation of the committee, which set three initial goals: enhancing bottom-up feedback

capabilities within CSS, fostering international collaboration and promoting diversity among students, early career researchers, and young professionals, and helping these groups to learn, grow, and connect in their research community.

The committee has already written an article for the CSM, to be published in the June issue, presenting their goals and activities. They are planning various activities at major conferences such as ECC 2024, ACC 2024, and CDC 2024 to foster engagement. These include lunch sessions with control-themed charades, networking events, a breakfast session, and a boat tour at ACC.

Given the clear interest and engagement, the motion proposes allocating \$20,000 per year for NextCom activities from 2025 to 2028. This motion has been endorsed by the Executive Committee and requires approval from the BoG. The financial impact is estimated at \$20,000 per year for the specified period. If the committee proves vibrant and active, future motions for continued funding will be considered based on the level of activity and corresponding costs.

The motion passed unanimously.

IEEE CSS VP for Technical Activities

Ian Petersen

Vice President for Technical Activities Ian Petersen introduced the following motion.

- **Motion:** *To approve Sergio Pequito as the new chair of the Technical Committee on Health and Medical Systems*
Financial Impact: none
Endorsed By: Executive Committee

Pettersen presented the background of the motion.

The previous chair of this committee Alexander Medvedev indicated that he wished to step down and has nominated Sergio Pequito as the new chair.

Sergio Pequito is Associate Professor in the Department of Electrical and Computer Engineering, Instituto Superior Técnico, University of Lisbon, Lisbon, Portugal. He has a Dual Ph.D. in Electrical and Computer Engineering from Carnegie Mellon University

& Instituto Superior Técnico, University of Lisbon. He was a Postdoctoral fellow at the University of Pennsylvania. He is an IEEE Senior Member, he received the Trustees Faculty Achievement award, Rensselaer Polytechnic Institute, 2018, 2019, and the American Automatic Control Council, O. Hugo Schuck Award (Theory Category), 2016. He is an Associate Editor IEEE Control Systems Letters (L-CSS).

The motion passed unanimously.

***Sergio Pequito is not in attendance.*

IEEE CSS VP for Diversity, Outreach, and Development Activities

Karl H. Johansson

Vice President for Diversity, Outreach, and Development Activities Karl H. Johansson introduced the following motion.

- **Motion:** *To establish the position of Chair for the CSS Diversity, Outreach & Development Task Force*
Financial Impact: none
Endorsed By: Executive Committee

Johansson presented the background of the motion.

Karl Johansson introduced a motion to create the Diversity, Outreach & Development (DOD) Task Force, aimed at fostering diversity, outreach, and development within the CSS. The DOD Board makes funding decisions on Outreach Fund applications and other activities, while the Task Force will meet regularly to solicit applications and stimulate new initiatives. The Task Force will need a chair and several members, with proposals for potential members welcome, focusing on individuals not heavily involved in the Board of Governors (BoG) or the current community but who have innovative ideas to enhance diversity and outreach within CSS.

During the discussion, several members raised concerns about the acronym DOD, commonly associated with the Department of Defense in the US, suggesting it could be confusing. Alternative acronyms like DDO were proposed. It was noted that changing the acronym would require a bylaws amendment, which is more complex than a simple vote. The President agreed on the importance of addressing the acronym issue and proposed taking steps to revise the bylaws before

the next BoG meeting at CDC. The goal is to finalize a new, less confusing acronym that better represents the committee's purpose without the unintended association with the Department of Defense.

The motion passed unanimously.

Vice President for Diversity, Outreach, and Development Activities Karl H. Johansson introduced the following motion.

- **Motion:** *To appoint Silvia Mastellone as Chair for the CSS Diversity, Outreach & Development Task Force*

Financial Impact: none

Endorsed By: Executive Committee

Johansson presented the background of the motion.

Although Silvia Mastellone could not attend the meeting, Johansson provided an overview of her qualifications. Silvia is a faculty member at a university in Switzerland with a diverse background that includes significant industry experience and involvement in various diversity and equity activities. She is also active in IFAC. Johansson confirmed that he had extensive discussions with Silvia, and she is enthusiastic about taking on this role. The motion put forward is to appoint Silvia Mastellone as the chair of the DOD Task Force, with the understanding that the task force's name might change in the future.

Silvia Mastellone is Professor for Automatic Control and Signal Processing at the University of Applied Science Northwestern Switzerland. She holds a Ph.D. degree in Systems and Entrepreneurial Engineering from the University of Illinois at Urbana-Champaign. She held several R&D positions across different regions in companies including ABB, Xerox and Alenia Marconi Systems. Her research interests include data-driven optimal control and decision making for interconnected, heterogeneous systems, applied to sustainable lifecycle operation of engineering systems with focus on power conversion for energy and mobility applications.

Currently she is a Principal Investigator and the Equal Opportunity Chair for the NCCR-Automation research consortium. She is a member of the advisory board for the multiutility IBB.

She serves as the VP of Finances for the International Federation of Automatic Control, and as member of the IEEE CSS Board of Governors.

<https://www.fhnw.ch/en/people/silvia-mastellone>

The motion passed unanimously.

***Silvia Mastellone was not in attendance*

Informational Items

IEEE CSS VP for Conference Activities

Lihua Xie

Firm Initial Submission Deadline for CDC and CCTA

Prior to CDC 2020, the initial paper submission deadlines for CDC were fixed with no extensions. However, since 2020, due to COVID-19 disruptions, extensions of approximately two weeks were allowed. The first extension required the approval of the VPCA and CSS President, while a second extension needed approval from EXCOM. This same procedure applied to CCTA. These extensions caused coordination issues between the Conference Editorial Board (CEB) or Transactions on Control Systems Technology (TCST) and the Operating Committee (OpCom).

New Deadlines:

To address these issues, the executive committee has decided to return to fixed initial submission deadlines:

- CDC: March 31
- CCTA: February 8

These deadlines have been discussed and agreed upon with the CEB and TCST. The firm deadlines will be clearly communicated in the call for papers and on the conference websites, stressing that there will be no extensions. Xie believes that after an initial adjustment period, these fixed deadlines will improve coordination and streamline the review and decision-making processes.

Establishing a regular review process for TCS with PA of conferences

Lihua Xie provided an update on the IEEE CSS's involvement in technical sponsorship for conferences, explaining that CSS sponsors approximately 20 conferences each year. These are categorized into two types: with or without proceedings acquisition (PA). For conferences without PA, CSS acts solely as a technical sponsor, while for those with PA, CSS acquires the conference proceedings, earning revenue from downloads.

During the discussion, the President asked for clarification on what it means to be a technical co-sponsor. Xie explained that technical co-sponsorship improves the status of a conference and increases support, which can enhance its prestige and attract more submissions.

CSS receives about 15-20 requests for technical co-sponsorship (TCS) with or without PA each year. For each request, the VPCA summarizes key features of the conference, including previous sponsorship history, registration rates, paper acceptance rate, and CSS member involvement in the organizing and program committees. New conference series are granted TCS without PA for the first 2-3 conferences, with the possibility of PA after a review. For conferences with granted PA, there has been no further review.

To ensure the quality of the acquired proceedings, a regular review process will be established for conferences with granted PA. This review, conducted every 3-5 years and led by the VP-CA, will assess several factors as highlighted by the President: the experience of the organizing committee, support for student attendance through discounted rates, past conference reports including primary speakers, the number of papers submitted and accepted, and the diversity composition to help promote the community in diverse locations, especially in underrepresented areas like Africa.

Regarding technical sponsorship fees, IEEE charges approximately \$1,250 for technical sponsorship. If multiple societies sponsor, the cost is divided among them. Necmiye Ozay inquired if it was possible to waive these fees for small conferences in underdeveloped countries, which Xie confirmed, stating it is part of their strategy to support the establishment of conferences in these regions.

Additionally, Xie emphasized that the executive committee decided to return to fixed initial submission deadlines for CDC (March 31) and CCTA (February 8) to improve coordination between the operating committee and the editorial boards. This decision aims to eliminate the issues caused by extensions and ensure a smoother review and decision-making process.

IEEE CSS VP for Publication Activities

Andrea Serrani

Ethics in Publications Committee

Andrea Serrani provided an update on the Ethics in Publications Committee, which investigates ethical violations such as plagiarism and authorship issues in publications. The committee's composition is unique as the members, including the Executive Chair, are unknown to everyone except the president and the VP of Publications. This committee concluded its term at the end of 2023, and a new committee was formed in March 2024 with activities already underway. During the discussion, Steffi Knorn inquired if there was any data on the number of cases the committee handled annually. Serrani responded that while there is no aggregated data, it wouldn't be difficult to collect since all requests go through the VP of Publications. He explained that only the most egregious infractions are escalated to the committee, such as serious violations like citation stacking, which editors may feel uncomfortable addressing directly. Magnus Egerstedt, the President, added that typically, 20-30 cases are reviewed across all publications each year, with fewer than five requiring further action. This highlights the severity threshold for committee involvement. The committee also plays an advisory role, particularly when editors suspect significant ethical issues that may require an external review.

Further discussion included the importance of transparency and the need to ensure that the community is aware of the committee's role without compromising its effectiveness. Serrani mentioned the committee's involvement in both conference and journal submissions, ensuring ethical standards are maintained across all platforms. The motivation for reestablishing the committee was to address potential ethical issues during the review process for CDC 2024 and CCTA 2024, ensuring the integrity of the publication process.

Editorial Board Appointments for CSM

Andrea Serrani addressed why the Control Systems Magazine (CSM) was not included in the recent renewals of editorial appointments. He reassured the attendees that CSM is not being neglected. The CSS VP-PA, Andrea Serrani, and the new EiC of CSM, Prof. Anuradha Annaswamy, are working on the new editorial board appointments for CSM. Nominees will be presented at the fall ExCom meeting. Additionally, the budget for the new contract for the editorial assistant will be submitted to the VP-Finance by August, and the new contract will be presented

at the fall ExCom meeting. Serrani invited any questions and confirmed that the matter is being actively worked on.

IEEE CSS VP for Member Activities

Kristin Y. Pettersen

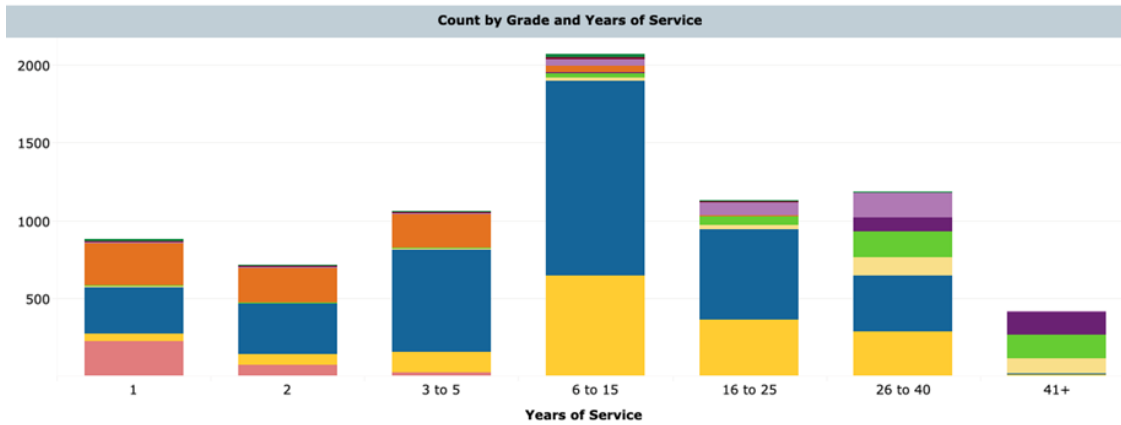
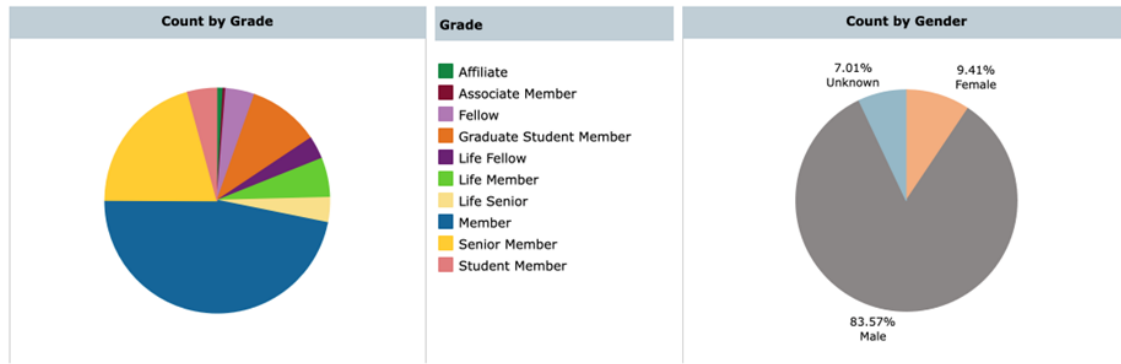
CSS Membership Statistics

Kristin Pettersen presented the CSS membership statistics for March 2024, highlighting that the current member count stands at 7,364, which is a 1.1% increase from March 2023. She explained the significance of March data, as it provides the most accurate representation of membership after the grace period for renewals ends in February. Throughout the rest of the year, the membership count typically rises as new members join.

The gender diversity of the membership has also improved, with female members now making up 9.4% of the total, reflecting a 0.7% increase from the previous year. Graduate and student members constitute 14.5% of the membership, which is a 1.4% increase. These statistics indicate not only stability but also a slight growth in overall membership, with notable increases in female and younger members.

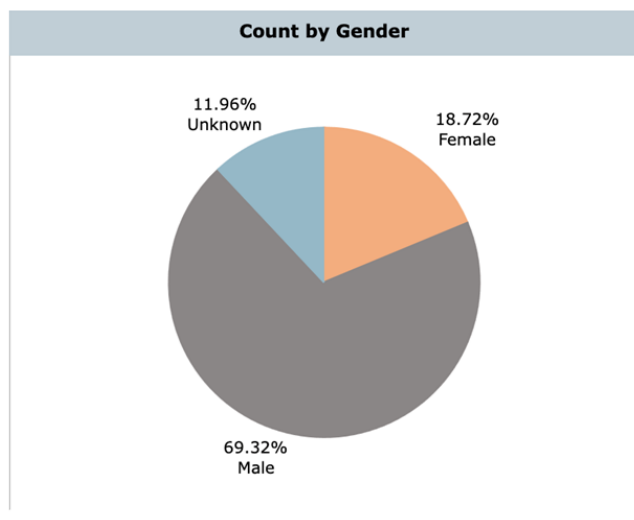
Magnus Egerstedt emphasized the positive trend, noting that membership numbers had been steadily declining 5-10 years ago but have now stabilized and are increasing. He highlighted that this growth counters previous losses to other societies like the Robotics and Automation Society and the Systems, Man, and Cybernetics Society.

Furthermore, Pettersen pointed out that the number of female graduate and student members is 18.72%, which is significantly higher than the overall female membership percentage of 9.4%. This suggests that the number of female members is likely to continue rising in the coming years. Egerstedt expressed optimism about this trend, noting that the future looks promising for gender diversity within the society.



- Member count: 7364
- Up 1.1% from 2023
- Female members 9.4% (+0.7%)
- Graduate student + Student members: 14.5% (+1.4%)

Graduate Students:



Appointment of Distinguished Lecturers

Kristin Pettersen provided updates on the appointment process and the current status of Distinguished Lecturers (DLs) and Distinguished Industry Lecturers (DILs). The DL Chair, Masayuki Fujita, collaborates with the Industry Activities Chair, Alf Isaksson, to nominate new DLs and DILs, which are then approved by ExCom during the spring meeting. DLs are appointed for a three-year term, while DILs serve for two years.

To qualify, DLs must be able to present high-quality talks to non-specialist audiences, be IEEE fellows or have equivalent accomplishments, and be members of the IEEE Control Systems Society.

For 2024, two DLs, Sean Meyn and Wei Ren, extended their service by one year due to high demand and COVID-19 impacts. Current ongoing DLs include Emilia Fridman, Sandra Hirche, Carolyn Beck, Ming Cao, Vijay Gupta, and Ian Petersen. Ongoing DILs are Ankur Ganguli, Thomas Jones, and Thomas Badgwell.

Newly appointed DLs for 2025 are Javad Lavaei and Ying Tan. Chapters request lectures through the DL Chair, with CSS covering travel costs and chapters handling local accommodations. It is possible for a DL to never give a talk if there is no demand for their topic.

- 2024:
 - Two DLs who extended their service by one year:
 - Sean Meyn, University of Florida, US (2020 – 2024)
 - Wei Ren, University of California at Riverside, US (2020 – 2024)
 - Ongoing DLs:
 - Emilia Fridman, Tel Aviv University, Israel (2023 – 2025)
 - Sandra Hirche, Technical University of Munich, Germany (2023-2025)
 - Carolyn Beck (2024 – 2026)
 - Ming Cao (2024 – 2026)
 - Vijay Gupta (2024 – 2026)
 - Ian Petersen (2024 – 2026)
 - Ongoing DILs:
 - Ankur Ganguli (2024-2025)
 - Thomas Jones (2024-2025)
 - Thomas Badgwell (2024-2025)
- 2025:
 - New DLs:

- Javad Lavaei (2025 – 2027)
 - Ying Tan (2025 – 2027)
-

Guidelines for Student Travel Award Hotel Deposit

Kristin Pettersen outlined the IEEE CSS guidelines for handling student travel and hotel deposits. To secure discounted rates and simplify the refund process, the Student Travel Award (STA) and Student Workshop Award (SWA) need to reserve a block of rooms for students at a hotel. When the conference is held at a designated conference hotel with pre-reserved room blocks, this process is straightforward. However, challenges arise when there is no dedicated conference hotel, as reservations then require a deposit.

The guidelines for hotel expenses state that the conference should reserve a block of rooms for Student Travel Awardees, either at the conference hotel or one of the nearby hotels recommended on the conference website. The conference organizers are responsible for making additional contracts with the hotel(s), paying any required deposits, and settling the bill at the end of the event. CSS can approve an additional loan to the conference to cover the costs of reserving these rooms or the deposit. CSS then reimburses the costs (via IEEE) after the event to avoid multiple transactions between IEEE and the hotel.

Student Travel and Workshop Award Distribution

For 2024, IEEE CSS BoG has allocated \$150,000 for the STA+SWA student support program, with a planned 10% annual increase from 2025 to 2028. The breakdown for 2024 includes \$130,000 allocated for CDC (approximately \$85,000) and CCTA (approximately \$45,000), and \$20,000 allocated for ACC.

Magnus Egerstedt pointed out the need to revisit the allocation, noting that CDC is more than twice as large as CCTA but receives less than twice the funding. This discrepancy suggests a need for adjustment to ensure fair distribution of funds.

IEEE CSS VP for Financial Activities

Jonathan P. How

Overall, CSS financial status is very healthy.

For 2022: Revenue: \$8,507K, Expenses: \$6,453K, Surplus: \$2,054K (budget \$736K)

FM14 23: Revenue: \$8,653K, Expenses: \$7,131K, Surplus: \$1,522K (budget \$603K)

Specifics:

- 2024 budget approved Dec'23 → increased costs of papercept (> \$20K) will be forecasted
- Still finalizing surplus return to CSS from CDC'23 (~ \$127K), lower than previous years in part because of waiving student registration
- Given previous challenges of waiving student registration (wiped off books as if never existed), new approach for CDC'24 was to set aside hotel rooms for students
→ approved additional \$100K loan to CDC'24 team to reserve these rooms
→ covered by 2024 initiative funding (forecast to IEEE was updated 5/13/24)

CSS Reserves as of 2023 total \$23,805K (up 3.1% from 2022)

Integral of surplus + investments (controlled by IEEE)

Jonathan How provided a comprehensive review of the financial status of the IEEE Control Systems Society (CSS). He highlighted that the society has \$23 million in domain, a figure expected to rise. He explained that financial finalizations for the year take time, particularly since the CDC event occurs at the year's end, leading to delays in finalizing the financial books.

The society had budgeted a net benefit of \$388,000 for the current year but has already achieved \$702,000, indicating a significant underestimation. How attributed this to conservative budgeting and the delay in revenue recognition. Monthly updates show that journal revenues are on track but not exceeding expectations due to increased spending on additional pages to reduce the backlog. This expenditure is front-loaded, with returns expected over time as papers generate revenue through clicks on IEEE Xplore.

How explained that CSS pays upfront for paper acquisitions at conferences, which then generate ongoing revenue as papers are accessed. Even the smallest conferences have been profitable, contradicting concerns about potential losses. The upfront costs include publication charges, but the long-term revenue from each paper click (approximately \$0.25) contributes to the society's income over several years. Notably, the money paid upfront is worth it, as even the smallest conferences generate revenue for 5-7 years, while larger conferences like the CDC can generate revenue for about 12 years.

During the discussion, several points were clarified: revenue is generated from clicks on IEEE Xplore, with institutions like MIT having blanket deals that influence revenue distribution. For such deals, the institution pays upfront, and the society receives a share of that payment. The CSS receives approximately \$0.25 per click, but additional fees paid by the institution or user for accessing the paper are retained by IEEE. Jonathan How did not have detailed visibility into the exact breakdown of how much IEEE retains from these transactions.

The longevity of revenue generation from conferences varies, with most conferences having a lifespan of five to seven years. However, larger conferences like the CDC can generate revenue for up to twelve years. This long-term revenue stream is crucial for the society's financial stability.

The discussion highlighted the revenue generation mechanism, where each paper click on IEEE Xplore contributes to CSS's income. Questions about who pays the \$0.25 per click were addressed, explaining that it depends on the deal between the institution and IEEE.

How emphasized that while it is important to ensure financial viability, the decision to support conferences should also consider quality. Financial success should not be the sole criterion for conference approval.

210230-Control Systems Summary Report For Period Ending May-24	Total Revenue			Total Expense			Net		
	Annual Budget	YTD Budget	YTD Actual	Annual Budget	YTD Budget	YTD Actual	Annual Budget	YTD Budget	YTD Actual
All Products									
Magazines	169K	76K	73K	429K	154K	125K	259K	78K	52K
Journals Transactions Revi	3,296K	1,428K	1,295K	2,264K	989K	850K	1,032K	439K	445K
Letters	566K	236K	229K	408K	163K	144K	158K	73K	85K
Conference Events	1,241K	0K	13K	1,007K	0K	7K	234K	0K	6K
Conference Proceeding	2,662K	1,109K	1,077K	1,540K	642K	624K	1,122K	468K	452K
Society Membership	135K	131K	136K	4K	4K	6K	131K	127K	130K
Total Product	8,070K	2,981K	2,797K	5,658K	1,955K	1,745K	2,412K	1,027K	1,052K
Cost Centers									
ExCom	0K	0K	0K	0K	0K	37K	0K	0K	37K
Membership Committee	0K	0K	0K	2K	0K	0K	2K	0K	0K
Awards Committee	0K	0K	0K	8K	0K	0K	8K	0K	0K
Societies Operations	0K	0K	0K	1,464K	522K	264K	1,464K	522K	264K
Meetings /Conference	18K	7K	33K	243K	120K	82K	225K	113K	49K
Total Cost Center	18K	7K	33K	1,717K	643K	383K	1,699K	636K	349K
Total From Operations	8,088K	2,989K	2,830K	7,374K	2,598K	2,128K	713K	391K	703K
Society Initiatives	0K	0K	0K	325K	135K	1K	325K	135K	1K
Grand Total	8,088K	2,989K	2,830K	7,699K	2,733K	2,128K	388K	255K	702K

CSS Revenue (2024 May YTD)

During the discussion, a suggestion was made to introduce intermediate conference fees for recent PhD graduates to keep them engaged in IEEE conferences. This suggestion highlighted concerns that the current structure might be losing members who have recently completed their PhDs.

Jonathan How responded by acknowledging that while there is an existing infrastructure for fees, implementing a new tiered structure would be different from their current practices. Magnus Egerstedt added that in the past, the society had explored paying memberships for attendees at events like the "Women in Controls" luncheon but emphasized that any changes need to be done delicately due to IEEE regulations. He suggested that a new VP of Membership could potentially explore structuring such an initiative.

Jonathan How mentioned that transactions with automatic control, a significant revenue source, were not meeting budget expectations despite increased spending. This discrepancy was noted as a concern, as these transactions typically generate more revenue than budgeted. The society has been spending on page charges, which could explain the expense difference. Although current expenses are within budget, the revenue shortfall could become a more pressing issue if the trend continues for several years.

Financially, the IEEE Control Systems Society (CSS) generates most of its revenue from journals and conferences. The Control Systems Magazine (CSM) operates at a loss, which is considered acceptable given its outreach mission and the sufficient revenue from other journals. The Letters of the Control Systems Society (L-CSS) is profitable, and the Open Journal of Control Systems (OJCS) has broken even, exceeding expectations. Conference revenue is significantly driven by download clicks at IEEE Xplore.

	Revenue		Expense		Net	
	budget	actual	budget	actual	budget	actual
Control Systems Magazine	76K	73K	(154K)	(125K)	(78K)	(52K)
Trans on Automatic Control	936K	849K	(619K)	(590K)	318K	259K
Trans on Control Systems Tech	324K	294K	(217K)	(170K)	107K	124K
Transactions on Control of Net	151K	141K	(129K)	(84K)	22K	57K
Open Journal of Control System	17K	11K	(25K)	(6K)	(8K)	5K
Control Systems Letters	236K	229K	(163K)	(144K)	73K	85K
Conference Distributed Packag	1,109K	1,077K	(642K)	(624K)	468K	452K

2024 Society Initiatives

Project Name	2024 Budget (\$K)
CSS Child-care and Disability Assistance Initiative	20.0

CSS Outreach Projects	120.0
CSS Student Travel Awards	150.0
Women In Control Luncheon	20.0
CSS Day	29.0
Total	339.0

Jonathan How reviewed the 2024 budget initiatives and spending for the IEEE Control Systems Society (CSS). He explained that the society had budgeted for several strategic initiatives, including \$150,000 for student travel awards, \$120,000 for outreach projects, childcare support, and events like CSS Day. Despite budgeting \$289,000 last year, actual spending was only \$75,000. This year, they budgeted closer to \$325,000, expecting to spend more effectively.

The initiatives submitted totaled \$339,000, of which \$325,000 was approved, activating the 1% rule. The feedback indicated that projects funded for at least three years by this spending rule must be covered within the operational budget in 2024. How emphasized that the real measure of success will be how much money is actually spent by December. He acknowledged past shortcomings in budgeting and spending, attributing them to a lack of careful planning.

2024 Inputs from IEEE

- For 2025, there will not be a budgeting process as in previous years
 - 2024 budget will be used as a starting point, updates will be reflected in 2025 forecast.
 - Decided upon to allow (IEEE staff) time to work through and evaluate the current IEEE budgeting process with the intent of making improvements for 2026 and future years.
 - There will be a request in June (due in August) to capture changes with using the 2024 budget for 2025, specifically for conferences and Society/Council operational expenses. The aim is to make the 2025 Conferences and Operations budgets as realistic as possible. We propose benchmarking your input against the 2023 actuals.

- For 2024, the current process for initiatives will be followed but in 2025, the spending rules will not be used to cover initiative expenses.
 - They will be recorded to operating expense cost centers or products.

- As the majority of you have capacity in your operational budget/forecast to cover initiatives, this should not present an issue for most.

Jonathan How provided an overview of the current spending for the IEEE Control Systems Society (CSS), focusing on the 2024 initiatives. The budgeted amount for student travel awards is \$130,000, split approximately as \$85,000 for CDC, \$45,000 for CCTA, and an additional \$20,000 for ACC, with an annual increase of 10%. So far, \$20,000 has been spent on the ACC conference. CSS is a significant contributor to student travel awards for ACC, CDC, and CCTA conferences. Additionally, Technical Committee (TC) chairs now have \$3,000 for meeting expenses and an extra \$2,000 for other events like workshops.

Already, \$57,000 of the \$120,000 outreach fund has been spent, including \$18,000 on the Joint Summer School, \$20,000 on the ACC'24 Self-Driving Car Student Competition, \$18,000 on NextCom activities, and \$2,000 on the CDC'24 Cup. Moreover, \$100,000 has been allocated for CDC'24 student housing, making a total of \$157,000 spent so far, halfway through the year. This indicates a significant improvement in spending efficiency compared to the previous year, where only \$75,000 of the budgeted \$289,000 was spent.

The CSS is considering increased spending to reduce surplus, providing more benefits to society members. The Papercept SOW correction will cost an additional \$61,000 over the next four-year period.

Magnus Egerstedt emphasized that the limitation is not funding but finding volunteers to execute these activities. The society is looking for more initiatives and volunteers to utilize the remaining funds. The outreach fund is becoming more flexible, allowing for quicker funding decisions for new ideas, enhancing the society's responsiveness to opportunities for outreach and engagement.

Summary/Schedule

Process Area	Activity	Date
Training	Treasurer Workshop in New Brunswick, NJ	April 4-5
Forecast	TA BFS Distributes First Forecast Files	April 29th
Forecast	S/C Forecast Input Due back to BFS	May 13th
2025 Plan	S/C identification of variances from 2024 budget for conference events and operations cost centers (request w/Excel file will be distributed in June)	August 8th
Forecast	TA BFS Distributes Second Forecast	August 27th
Forecast	S/C Forecast Input Due back to BFS	September 10th
Forecast	TA BFS Distributes Third Forecast	October 25th
Forecast	S/C Forecast Input Due back to BFS	November 8th

IEEE CSS VP for Technical Activities

Ian Petersen

CSS Day

Ian Petersen provided an overview of the 2024 CSS Day, an online event scheduled for the week beginning October 21, 2024. This event, previously held in 2022, involves numerous online presentations and sessions across various time zones. The theme for this year is "Control Enabling a Carbon Neutral World," which has garnered significant interest, particularly from technical committees. While the program is still being finalized, approximately 2000 minutes of proposed sessions have already been submitted, surpassing the 1600 minutes from the 2022 event.

The proposed sessions include contributions from technical committees, chapters, history sessions, student-focused sessions, and industry-focused sessions. The CSS Day website will go live one month before the event, providing detailed information about the program.

CSS Day Budget Information

CSS is sponsoring CSS Day 2024 to celebrate its impact on technology, education, and society, aiming to reach out and engage the broader community, and to improve visibility and diversity. The fund supports the digital platform for online talks and panels and events at IEEE local chapters. The budget breakdown includes:

- \$10,000 for chapter and technical committee activities
- \$11,750 for the digital platform
- \$5,000 for promotional activities

Magnus Egerstedt highlighted the success of the previous CSS Day in engaging local chapters and emphasized the importance of approving all proposed sessions.

Petersen noted that while chapter involvement is slightly lower this year, the enthusiasm from technical committees has been strong, driven by the relevant and engaging theme.

IEEE CSS VP for Diversity, Outreach, and Development Activities

Karl H. Johansson

Diversity, Outreach & Development Organization and Process

Karl Johansson provided a follow-up discussion on outreach, diversity, and development activities. He explained that according to the bylaws, a board consisting of specific members makes decisions on proposals as they come in, aiming for a faster process.

The Diversity, Outreach & Development (DOD) Board is chaired by the VP DOD, Karl H. Johansson, and includes the VP Member Activities (Kristin Pettersen), VP Technical Activities (Ian Petersen), VP Financial Activities (Jon How), Chair of the Women in Control Standing Committee (Dennice Gayme), and up to three appointed members (Magnus Egerstedt, Silvia Mastellone, Melanie Zeilinger). This board continuously processes and makes decisions on Outreach Fund applications and other activities.

The Women in Control Standing Committee is co-chaired by Afef Fekih and Dennice Gayme, playing a crucial role in promoting diversity and supporting women in the field.

A newly appointed DOD Task Force, currently being populated, will assist in generating more proposals to effectively utilize the outreach fund for community development. This task force solicits Outreach Fund applications and encourages CSS Graduate Collaboration Fellowship applications, operating as an informal group with bi-monthly online meetings.

CSS Outreach Fund

Karl Johansson discussed the outreach fund, highlighting that as of December 31, 2023, there is \$700,559 in the CSS Fund at the IEEE Foundation. The budget approved for 2024 is \$120,000.

Four projects have been approved:

- Joint Summer School on “Variable structure and sliding mode control” and “Indo-French seminar on Advances in robust nonlinear control for uncertain dynamic systems: theory and applications” (\$18,209)
- ACC 2024 Self-Driving Car Student Competition (\$20,000)
- NextCom (\$17,870)
- 2024 CDC Cup (\$1,800)

Additional projects are under discussion, including "Empower a Billion Lives III" for 2025. Last year, CSS supported the "Empower a Billion Lives" initiative by the Power System Society, which

involved control projects in developing countries, along with award sessions and a lunch session at CDC 2023.

CSS Graduate Collaboration Fellowship

Karl Johansson highlighted several key initiatives during his presentation. He encouraged attendees to take initiative and spread the word about various programs and opportunities, specifically focusing on the CSS Graduate Collaboration Fellowship Program. This program aims to promote and provide support for collaborative research with hosting faculty members at well-established institutions in Systems and Control. It targets outstanding graduate students from developing regions, allowing them to visit leading institutions in countries outside their own for over three months. Up to ten fellowships, with funding up to \$10,000 USD, are awarded annually and can be renewed up to three times. These fellowships are supported by the IEEE Foundation through the CSS Fund.

The deadline for nominations is May 15, and the selection deadline is July 15. The selection committee is chaired by Anuradha Annaswamy. In 2023, six grants were awarded, and for 2024, there are twelve applications currently under evaluation.

John Baillieu raised a question about the funding for graduate student fellowships. Magnus Egerstedt explained that IEEE allowed societies with significant reserves to transfer money to the foundation for specific initiatives. This one-time transfer was based on the reserves-to-membership ratio, following a precedent set by the Photonics Society.

Women in Control Standing Committee

Afef Fekih and Dennice Gayme (Co-Chairs)

The IEEE CSS Women in Control Luncheon for the IEEE Conference on Decision and Control 2023 was held on Wednesday December 13, 2023, from 12:00pm to 1:30pm. It took place at the Sands Expo & Convention Center, Marina Bay Sands on the first day of the CDC. The lunch featured two main speakers: Naomi E. Leonard and Melanie Zeilinger.

Additionally, Johansson praised the work of the Women in Control Standing Committee, co-chaired by Afef Fekih and Dennice Gayme, for organizing luncheons and other activities that support women's involvement in CSS. He emphasized the importance of this committee within the

development, outreach, and diversity framework, encouraging further activities to engage more women.

Presidential Updates

There are no updates.

Other Business

Considerations for Future Conference Locations: Sustainability, Ethics, and Transparency

Paul Van Den Hof raised a question about the planning and coordination of future CDC conference locations, particularly in terms of their carbon footprint. He pointed out that hosting conferences in remote locations like Honolulu requires extensive travel for most participants, which might not be the most sustainable choice.

Magnus Egerstedt acknowledged this concern and passed the question to Carolyn Beck, who explained that the selection of conference locations typically involves looking forward four years and rotating among North America, Asia, and Europe. She noted that while there is no formal process, they aim to spread conferences geographically. Carolyn also mentioned that while Honolulu presents travel challenges, it also offers benefits for members on the west coast of the US.

Magnus added that CSS has been addressing concerns about the transparency and fairness of conference location selection, moving away from backdoor deals to an open nomination process where anyone can propose a location. This shift aims to ensure fairness and openness, although it also means they cannot disqualify locations solely based on travel distance. Magnus also emphasized that CSS is considering factors beyond carbon footprint, such as human rights records of potential host countries. He shared that a recent proposal was turned down due to poor human rights conditions in the host country, highlighting the society's commitment to ethical considerations in their decisions.

Carolyn added that Sydney is an example of a city that proposed itself as a conference location, showcasing the effectiveness of the new open proposal process. She noted that they already have proposals for conferences as far out as 2029, indicating the system's success in attracting interest. Alf Isaksson humorously mentioned the potential awkwardness of justifying conference travel to exotic locations like Hawaii to employers, suggesting it can be difficult to request time off from

day jobs for such locations.

Lihua Xie explained that CSS makes conference location decisions four years in advance and that there are currently three proposals for 2029. He emphasized the open proposal process on the CSS website, which allows for greater transparency and inclusivity.

Frank Allgöwer raised the question of whether CSS has investigated how many people travel for conferences and whether it has considered having conferences back-to-back at the same location to minimize travel-related carbon emissions. This idea was acknowledged as a potential way to reduce the environmental impact of conference travel.

Discussion on Conference Paper Presentation Policies

Necmiye Ozay raised a question about the possibility of allowing journal publications, not extensions of conference papers, to be presented at conferences, similar to the policy of the Robotics and Automation Society. Egerstedt confirmed that this idea is being considered, particularly in conjunction with CCTA. He highlighted the success of the Robotics Information Letter, which has set a precedent for such initiatives. Egerstedt mentioned ongoing discussions about decoupling their letter from conference deadlines due to its success.

Antonella Ferrara announced that the next BoG meeting will take place in association with CDC 2024. It is scheduled for December 15, 2024, in Milano, Italy.

President Egerstedt presented the following motion:

- **Motion:** *To adjourn the meeting.*

The motion passed unanimously.

The meeting was adjourned at **5:11PM EDT.**