IEEE Information Theory Society Board of Governors Meeting
Location: Maison de la Mutualité, Paris, France

Date: July 7th, 2019

Time: The meeting convened at 1:00pm CEST (GMT+2); the meeting adjourned at 5.45 pm CEST (GMT+2).

Meeting Chair: Emina Soljanin

Minutes taken by: Lara Dolecek

Meeting Attendees:

Alexander Barg, Andrew Barron, Matthieu Bloch, Suhas Diggavi, Alex Dimakis (*), Lara Dolecek, Stark Draper, Elza Erkip, Christina Fragouli, Andrea Goldsmith (#), Yu-Chih Huang (#), Tara Javidi, Gerhard Kramer (#), Frank Kschischang, Vijay Kumar, Brian Kurkoski (#), Matt LaFleur (#), Olgica Milenkovic, Henry Pfister, Vincent Poor, Gireeja Ranade (#), Parastoo Sadeghi, Lalitha Sankar (#), Anand Sarwate (#), Igal Sason, Emina Soljanin, Changho Suh (#), Daniela Tuninetti, Tadashi Wadayama (#), Aaron Wagner, I-Hsiang Wang (#), Lele Wang (#), Shun Watanabe (#), Michelle Wigger, Gregory Wornell, Aylin Yener, and Wei Yu.

Remote attendees are denoted by (*); non-voting attendees are denoted by (#).

Business conducted between meetings:

The following votes were conducted by email between the Feb. 2019 Information Theory Society (ITSoc) Board of Governors (BoG) meetings and this meeting:

(1)

Emina next started by reviewing the meeting agenda.

Motion: A motion w

page production charge. Aaron explained that one potential explanation for why IEEE often reduces per page production charges late in the year. He also pointed out that a major challenge in spending this extra money is that it is reported to the Society May of year n+1 for year n,

In response to a question from a BoG member, Aaron explained that Region 7 (Canada) was not included in this motion.

The motion was moved to the Fall meeting. Aaron concluded by reiterating the charge of the ad-hoc committee on finances.

and contributed papers. Lead Guest Editor is Olgica Milenkovic. Sasha clarified that the publication cost of the special issue can be absorbed in the budget.

Another new initiative Sasha discussed was the invited papers in T-IT. These papers are cross-cutting, interdisciplinary, and focused on new applications of information theory. There are currently 5 papers that are being processed and they were invited by Prakash Narayan. In response to a question from a BoG member, Sasha clarified that invitations are extended by the EiC, taking into account multidisciplinary nature of the work, visibility of the authors and results, among other factors.

Next, Sasha presented candidates for editor positions. Their biographies are available online. For the position of Executive Editor, a multi-stage procedure led b

It was decided that Motion 2 will be decided later, as another candidate for the magazine title was presented during the meeting.

A BoG member asked about the cost of running this magazine. Christina clarified that the IT magazine will be operationally on the smaller side, so the loss, if any, would be expected to be smaller.

Next report was given by Frank Kschischang, on behalf of the Nominations and Appointments Committee. He presented the society bylaws regarding the nomination to the board.

The following motion was issued.

Motion: to elect Erdal Arikan as the next Executive Editor of the IEEE Transactions on Information Theory, effective January 1st, 2020.

The motion passed unanimously.

Next, Frank Kschischang, presented a report on behalf of the Constitution and Bylaws Committee. Several housecleaning changes were presented. At this meeting they are informational, and will be voted upon in the next meeting.

They presented 6 IEEE must-haves for governing documents, as well as the IEEE proposed "nice to have" items. These items are for now informational and will be voted upon later. A BoG member asked about the clause regarding "removal with or without cause", which was then clarified. IEEE suggests creating Conflict Resolution Committee. It was also suggested that the Ethics Committee for the Society be created. A BoG member stated that that even though IEEE has recommendations, it does not have a precedent of success here. It was concluded that the society should be careful here. A suggestion by a BoG member was to also include an ombudsperson outside the society.

Frank next explained the roles of the appointed officers of the society, and discussed pros and cons of removing secretary's vote. He then explained the positions of the ex-officio members of the board. Next, he presented the role of the Diversity and Inclusion Committee, as well as the roles of the Cover Award Committee and the Massey Award Committee. He also presented a reorganization of the Membership Committee and of the Publications Committee, and the motivation behind these proposed changes. He also presented the revised Journal Steering Committee, Selection of EiC and Executive Editor (EE) for T-IT, and the rationale behind the proposed changes.

All the changes to relevant bylaws are redlined in the presentation available on the Information Theory Society website.

There was some discussion regarding these changes. A BoG member asked if the ITSoc website could include a visualization of the committees and members. Some BoG members, including

Elza Erkip, who is on the committee, expressed concern regarding the proposed policies for selecting the next EE.

In summary, Frank stated that the formal approval on the proposed changes listed above will be requested at the next BoG meeting. He added that the comments and suggestions are welcome.

Next, Aylin Yener reported on behalf of the Awards Committee. She presented the members of the committee and discussed the procedure for selecting each of the three annual paper awards. First, she summarized the procedure to select the finalists of the Jack Keil Wolf Award and added that the award would be decided after the session in which the finalist papers would be presented on Tuesday July 9th at ISIT 2019. She next discussed the joint Communications-IT Award, explaining that each of the two societies takes the lead in alternate years. She noted that this year Communication Society was the lead. She explained that future revisions to the bylaws for the Communications-IT Award should include the papers published in JSAIT. She next discussed the IT Paper Award. Per our bylaws, the report describing the multi-step procedure on the award selection was sent to the BoG (except members with a CoI) three weeks prior to the annual meeting. The report was just accepted in the consent agenda. She has subsequently made the following motion:

Motion: 2019 IT paper award to go to "Phase Retrieval via Wirtinger Flow: Theory and Algorithms," by Emmanuel Candes, Xiadong Li and Mahdi Soltanolkotabi, published in IEEE Transactions on Information Theory, Volume 61, Issue: 4, April 2015.

The motion passed unanimously.

After a short break, the next report was presented by Vijay Kumar, on behalf of the Conference Committee. Vijay started by thanking committee members. In particular, he thanked Brian Kurkoski for agreeing to serve an additional year for continuity purposes.

from the proposed organizers of ISIT in New York.   Vijay re-iterated that decision concerning an ISIT venue is typically made no earlier than 4 years in advance.

With regard to ISIT 2020 in Los Angeles, Vijay reported, based on information received from conference co-organizer Salma Avestimehr, that

> a contract with Westin Bonaventure Hotel as the venue has been signed and executed by IEEE;
> a contract with Universal Studios for the ISIT 2020 banquet on Wednesday is awaiting IEEE approval and signing of contract; the negotiated contract with Universal Studios includes admission to the park(~$100 value), so that ISIT attendees can spend the day in Universal Studios ahead of the banquet;
> the organizers were getting quotes for AV setup at the hotel;
> they are approaching sponsors, and have heard positive response from Intel and Qualcomm, and hoping to get more sponsors lined up;
> flyers should be ready for distribution at ISIT 2019.

Next, Vijay summarized the status of the upcoming Information Theory Workshops. ITW 2019 will be in Visby, Sweden in August. Conference planning is on track. ITW 2020 will be held in Garda Lake, Italy, September 13-17, based on updates received from Enrico Paolini. The CFP would be distributed at ISIT 2019; call for sponsors is ready; the website is also ready; organizing committee is finalized. Last budget details are being discussed with the IEEE.

A proposal for holding ITW 2021 in Kanazawa, Japan has been received and vetted by the Conference Committee and the proposal will be presented to the BoG at this meeting; planning is on track. A preliminary expression of interest for holding ITW 2022 in India was received from Lalitha Vadlamani of the International Institute of Information Technology (IIIT) Hyderabad.

follow a simplified procedure. The decision was left here to the conference committee. Vijay also mentioned that Tara Javidi had raised the issue of support for students from Iran, and perhaps elsewhere. It was decided that this issue could be addressed by the Committee on Diversity and Inclusion.

Vijay concluded the presentation with a summary of planned actions, some immediate and some

possibility of reducing the registration cost by $100. A BoG member asked about the implications of conversion fees and taxes. Gerhard explained that there will just be a one-time currency exchange.
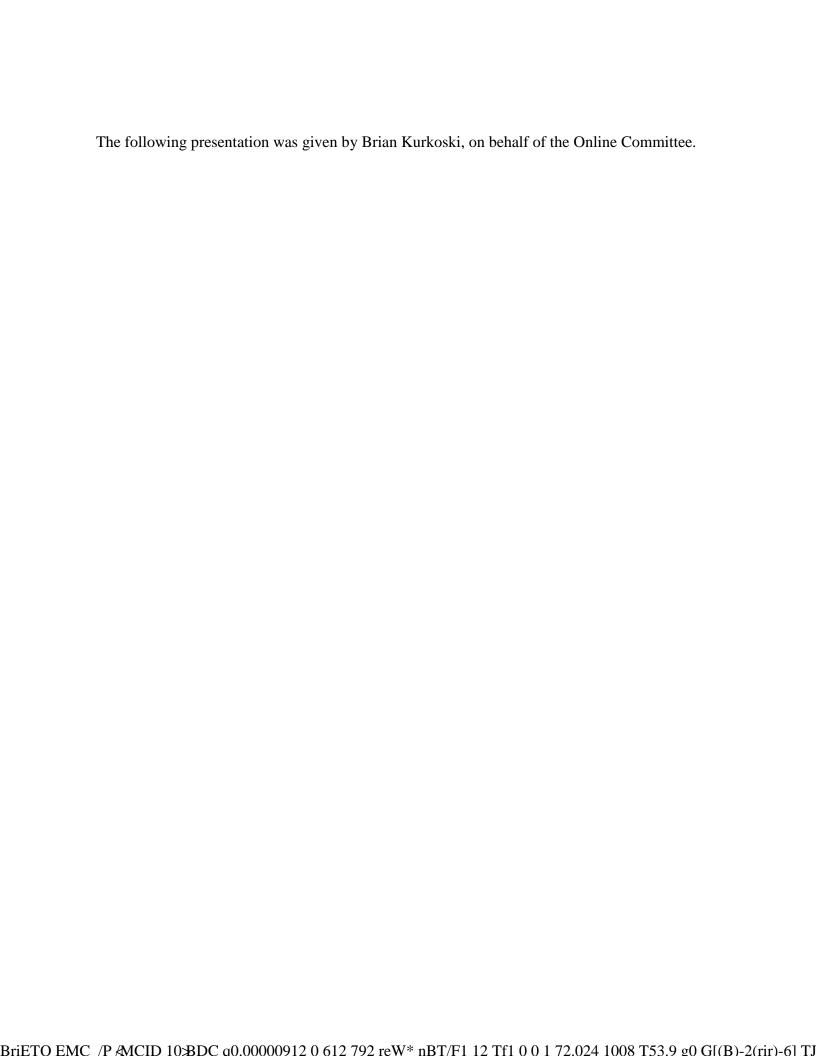
Next, the following motion was issued.

Motion: to vote on Taipei as the location of ISIT 2023 and venue Option 3.

The motion passed unanimously.

Next presentation was given by Brian Kurkoski, who discussed the proposal for ITW 2021 in Kanazawa, Japan in the period October 17-21, 2021. Brian explained that Kanazawa is a historical town and is accessible from Tokyo on a high speed train in 2 hr 37 min.

Kanazawa has a unique historical element, including an exemplary garden and tea house district, and is popular for excursions and sushi. Brian stated that both the Organizing Committee and TPC are in place. He then went over the statement on gender diversity for ITW 2021. He next stated that 4 focus research topics are planned: low latency communications; information theoretic security; machine learning for communications; and codes in the cloud. Proposed program spans 4 days, and adding tutorials on Sunday as in ITW 2018 is being considered. Proposed venue is Kanazawa Bunka Hall, which is centrally located. Brian next stated that the estimated registration fees are favorable relative to past ITWs, as is the preliminary budget. He stated that the venue cost is low, as it is run by the city. He also said that there are many affordable hotel options in the vicinity. October date being close to Allerton appears not to be an issue.

Next, the following vote was issued.

The following presentation was given by Brian Kurkoski, on behalf of the Online Committee.

Next presentation was given by Elza Erkip, on behalf of the ITSoc Inclusion and Diversity Committee. She advertised Diversity, Equity and Inclusion Event, taking place on Monday, July 8th, at ISIT 2019. The event will overview the activities of the committee. Jose Moura, President of the IEEE, and Andrea Goldsmith, Chair of the IEEE (TAB and Board) Committee on Diversity, Inclusion and Professional Ethics, are speakers. Next, Elza, reported on the activities of the ITSoc Inclusion and Diversity Committee, including gathering relevant data and statistics, identifying best practices, specifying ITSoc code of conduct, and summarizing the NASEM Report on Sexual Harassment of Women in Academia. She also presented the statistics on gender distributions amongst the authors of the best paper awards at major CS conferences. The data was collected by Jingyan Wang and Nihar Shah. She pointed out that less than 4% of best paper awards at ISIT have female authors, and that these percentages are low across the board.

The next presentation on Diversity and Inclusion in the IEEE was given by Andrea Goldsmith, in her capacity as the Chair of the IEEE Technical Activities Board (TAB) Committee on Diversity and Inclusion, and as the Chair of the IEEE Board Ad-Hoc Committee on Diversity, Inclusion, and Ethics. She went over the recent IEEE survey that found that female technologists face unequal treatment and sexist workplaces. She went over the activities of the TAB committee and

There was a brief discussion regarding the spending of the reserves, and how much per year of the reserves can be spent. It was suggested that a separate Finance Committee be formed.

The meeting adjourned at 5.45 pm local time.