

**Minutes (to be approved at ICC 2013)**  
**Communications Switching and Routing Technical Committee**  
**(TCCSR )**

**Meeting at GC 2012, Anaheim, California, USA**

**Thursday December 6, 2012**  
**7:00am to 8:30am**  
**Sequoia A/Grand Californian Hotel**  
**Anaheim, California, USA**

**Chaired by Guoliang (Larry) Xue, TCCSR Chair**

**Minutes by Abdelhamid Mellouk, TCCSR Secretary**

1. Welcome/Introductions: The Chair welcomed the attendees and they introduced themselves. The list of the TC members attending the meeting is enclosed at the end of the minutes. The Chair also laid out the agenda of the meeting, which was accepted by attendees.
2. Approval of Minutes of last TC meeting held during ICC 2012. The approved minutes are available at the TC CSR web site: <http://www.comsoc.org/~cswt/>
3. The chair introduced the officers:
  - Chair: Guoliang (Larry) Xue
  - Vice Chair: Mohammed Atiquzzaman
  - Secretary: Abdelhamid Mellouk
  - Workshop and Conferences Chair: Hussein Mouftah
  - Liaison Standardization Committee: Henry Sutton
4. TAC Report: Technical Activities Council met on December 4, 2012. TCCSR Chair, Guoliang (Larry) Xue and TCCSR Secretary, Abdelhamid Mellouk, attended the TAC meeting. The highlights of the TAC are as follows:
  - TCs issues:
    - Website—audit of basic items, proper use of IEEE logos and Community sites [community.comsoc.org/groups](http://community.comsoc.org/groups)
    - Discussion about the notion of "Active members" vs "Members" in TCs.
    - Discussion about the fact that "Should members serve as officers on two TCs"?
    - Recertification:
      - 7 TC for 2012 and 8 TC for 2013
      - CSR scheduled for 2nd Semester 2012, the questionnaire sent Oct 15. Rules: Based on TC website, questionnaire, activities, web based form....
      - TC Recertification Committee: Len Cimini (TAC Chair), Steven Weber (TAC Vice-Chair) and 2010-2012: Stefano Bregni, Katie Wilson, 2011-2013: Stefano Galli, Moe Win, 2012-2014: Merrily Hartmann, John Thompson, <http://committees.comsoc.org/cswt/>

- ComSoc start discussing about strategic plan and 2020 Vision.
- DL Program: 19 nominated this year from 31 nominations (TCCSR nominated Maode Ma). New rules proposed by TAC.
- Awards: New rules proposed to avoid Conflicts of Interest
- Fellow nominations (77 candidates, 21 proposed by ComSoc and 18 selected by IEEE)
- Best Readings: Selection of papers around baseline of Networks Topics (Power Line Communications, Cognitive radio and Brodband Access). Can TCCSR recommend some?
- Conf Portfolio:
  - May stop some sponsored ones, or sponsor some in-coop
  - Evaluating criteria: Financial, Attendance, Technical Area, Quality, etc. An evaluation table was given based on these criteria to rank conferences. HPSR is borderline and needs improvement. There are around 30 portfolio conferences (add 2 conf per year). Technical co-sponsorship allows papers to be included in IEEE Xplore.

5. TC Award: TC CSR adopts the creation of a CSR Technical Achievement Awards. Current Officers are in charge to have the first award at ICC'2013.

6. TC discussion:

- In the ComSoc conference evaluation, HPSR was ranked with a note 3 and was classified on the bottom of the evaluation. Members of our TC need to work in order to improve this ranking.
- Our TC also needs to attract more persons from industrial areas, in particular startup companies.
- TC discussed opportunities to expand its scope, for example including new topics as Software defined networks, Optical switching, BigData, etc.
- Heiner Stuttgart reported to the TC on ComSoc portfolio.
  - KPI Components: Technical (Scope, Acceptance Ratio, Xplore Downloads, Attendee Satisfaction (from 2012 onward)); Attendance (Attendance, Attendance Trend) and Financial (Revenue, Surplus, Rate of Return).

KPI Score	-1	0	1	2	3
<b>Technical</b>					
<b>Scope (unique vs clustered)</b>					
	crowded	overlapping	one of two	leading	unique
<b>Acceptance Ratio</b>					
	>75%	51 - 74%	35 - 50%	25 - 34%	< 25%
<b>Xplore Downloads Per Paper</b>					
	0-60	61 - 140	141 - 220	221 - 299	> 300
<b>Membership</b>					
<b>Attendance (absolute number)</b>					
	0 - 30	31-60	61-90	91 - 200	>200
<b>Attendance Trend (3 year average)</b>					
	>-20%	-5 to -19%	-4 to +5%	+6 to +20%	>+20%
<b>Attendee Satisfaction (Post-Conference Survey)</b>					
	<2	2.0-3.0	3.0 - 3.5	3.6 - 4.0	>4.0
<b>Financial</b>					
<b>Revenue (absolute number, 3 year average)</b>					
	0-40K	40-80K	80-120K	120K-200K	>200K
<b>Surplus (absolute number, 3 year average)</b>					
	<0	0-20K	21-50K	51-99K	>100K
<b>Rate of Return (surplus as a % of expenses, 3 year average)</b>					
	negative%	0-10%	11-19%	20-25%	>25%

- HPSR Statistics:

ComSoc Portfolio Analysis - Key Performance Indicator (KPI) Tool				
HPSR Statistics				
The data in the highlighted cells are transferred to the ComSoc Overall KPI Scorecard				
November 26, 2012				
Year	2011	2012	2013	Comment
Conference Dates	7/4 - 7/6	6/24 - 6/27	7/8 - 7/11	
<b>Technical</b>				
# of submitted papers	93	87		
# of accepted papers	44	39		
Acceptance Ratio	47%	45%		
Xplore downloads	91			
	Xplore downloads are calculated on an annual basis when IEEE staff releases Xplore data for the previous year. Algorithm: Each annual KPI is based on the number of downloads for each of 3 previous conferences with Yr+1 and Yr+2 data available, e.g., the 2012 KPI is based on conferences held in 2007, 2008 and			
Scope	CROWDED	CROWDED		
<b>Membership</b>				
# of attendees	56	66		
Attendee Trend	0%	18%		
Attendee Trend (3-yr avg)	0%	9%		
Attendee Satisfaction				
# Industry attendees				
<b>Financial</b>				
ComSoc Ownership	100%	100%		
ComSoc Revenue [K\$]	43	34		
Rev (3-yr avg)	43	39		
ComSoc Expense	35	21		
ComSoc Surplus [K\$]	8	13		
Surplus (3-yr avg)	8	10.5		
Surplus % of Expense	23%	62%		
Surplus % (3-yr avg)	23%	42%		
<b>Other Financial Info</b> (not included in KPI calculations)				
ComSoc Patronage [K\$]	0			
Add. Pubs Revenue				

- HPSR Score:

ComSoc Overall KPI Scorecard - 2011										
Portfolio Conference	Technical			Membership			Financial			Total Score
	Scope	AccRatio	Downloads	Attendance	Attendance Trend	Satisfaction	Revenue	Surplus	Rate Return	
HPSR	(1)	1	0	0	1	+	0	0	2	3

- Hussein Mouftah reported the status of HPSR and discussed how to improve HPSR scores.
- Henry Sutton reported standardization activities.

#### 7. Reports on Conferences and Workshops:

- HPSR2012 (Belgrade, Aleksandra Smiljanić) : Attendees : 87, Authors from 38 countries.
- HPSR2013 (Taipei, Maria C. Yuang and Chung-Ju Chang)
- Approval for HPSR 2014: Vancouver, Canada (Liliana Trajkovic).
- SaCoNeT-2013 (Abdelhamid Mellouk, Paris, June 17-19 2013, <http://www.lissi.fr/saconet2013>)
- Report from IEEE CNS (Wenjing Lou, Gaylord National, National Harbor, Washington DC, Oct 14-16, 2013)
- CSR TC cosponsors NGN, Optical Networks and Wireless Networks symposiums at ICC and Globecom. The CSR representatives to those symposiums are:

- i. GLOBECOM 2012 (Anaheim)
  - a. NGNI (157 submissions, 59 accepted)
    - i. Abdallah Shami, Stefano Giordano, James Sterbenz, Hai Jin
  - b. ONS (70 submissions, 27 accepted)
    - i. Tarek S. El-Bawab, Brigitte Jaumard, Jun Zheng
  - c. WN (285 submissions, 109 accepted)
    - i. Jiang (Linda) Xie, Walaa Hamouda, Yusheng Ji, Mohammed Atiquzzaman
- ii. ICC 2013 (Budapest): NGN : 183 submissions
- iii. GLOBECOM 2013 (Atlanta)
- iv. ICC 2014 (Sydney): Mohammed Atiquzzaman (NGN), Yusheng Ji (ONS), Jian Tang (WN)
- v. GC2014 (Austin)

Meeting was adjourned at 8.30 am.

*Minutes recorded by Abdelhamid Mellouk, approved by Guoliang (Larry) Xue, Mohammed Atiquzzaman and Hussein Mouftah.*

*Abdelhamid Mellouk, Secretary, TCCSR*

**List of attendees:**

Larry Xue	Arizona State University
Abdelhamid Mellouk	Paris-Est University, UPEC
Mohammed Atiquzzaman	University of Oklahoma
Hussein Mouftah	University of Ottawa
Heiner Stuttgen	NEC
Eiji Oki	University of Electro-Communications
Nirwan Ansari	NJIT
Donghyun Kim	North Carolina Central University
James Du	Temple Univ.
Nei Kato	Tohoku Univ.
Joel Rodrigues	Univ of Beira Interior
Hossam Hassanein	Queen'sUniv.
Maode Ma	Nanyang Tech. Univ.
Yusheng Ji	National Institut of Informatics
Wai Pang NG	North Humbria Univ
Shiwan Mao	Auburn Univ.
Henry Suthon	Boeing/Barrios Technology
Carla Rafaelli	Univ. Bologna
Andrea Bianco	Politecnico Di Torino
Baoxian Zhang	Univ. of Chinese Academy Science
Jun Zheng	Southeast University
Cheng Li	Memorial Univ.
Xin Huang	Deutsche Telekom
Abdallah Shami	UWO