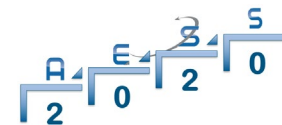


Growth Through Engagement and Teamwork

**Michael Braasch**  
**VP - Conferences**

**January 17&18, 2020**

**Courtyard San Antonio Riverwalk**



# Mission

## Conference Committee

- Enable high quality conferences/symposia/workshops
- Produce high quality technical content
- Facilitate the production of reasonable surpluses without sacrificing quality
- Refine and promote Best Practices in planning and managing conferences
- Explore new conference delivery mechanisms

# List of Goals

## Conference Committee

- 2017: Work with MCE re MOUs
  - 2020: Revise to focus on budgets
- 2017: Increase conference surpluses
  - 2020: Revise to ensure that budgeted surpluses are at least 20%
- 2017: Review historical conf data w.r.t. AESS conference guidelines
  - 2020: Revise to update AESS guidelines and ensure that all conference organizers are cognizant

# List of Objectives

- Conference budget review process
- AESS conference guidelines update
- Peer reviews / budgeted surpluses
- Conference leadership
- New TCS requests
- TCS quality

# Objective Description

## One/each using SMART Format

**S** – Statement of the objective

**M** – Performance metric for measuring progress

**A** – Assigned to:

**R** – Relevant to which goal(s) and how?

**T** – Time period for performance

# Conference Budgeting

**S** – Work with MCE to facilitate conference budget reviews

**M** – Tie conference budgets to applications

**A** – Assigned to: Braasch

**R** – helping to promote reasonable surpluses

**T** – NLT Fall BoG meeting

# Update AESS Conference Guidelines

**S** – Review and update the guidelines

**M** – Review and acceptance by the BoG

**A** – Assigned to: entire Conference Committee

**R** – ensuring conference quality

**T** – draft by Spring BoG; final by Fall BoG

# Peer Review / Budgeted Surplus

**S** – Ensure peer review / budgeted surplus

**M** – metric: Yes/No on each conference

**A** – assigned to: Braasch

**R** – relevant to which goal(s) and how? 2, 3  
(keep eyes on peer review and budget)

**T** – time period for performance: executed each time a conference application is reviewed



# Conference Leadership

## AESS Involvement

**S** – AESS members on organizing committees

**M** – metric: Yes/No on each conference (more generally: percentage of all conferences)

**A** – assigned to: Braasch

**R** – relevant to which goal(s) and how? 2, 3  
(keep eyes on peer review and budget)

**T** – time period for performance: executed each time a conference application is reviewed

# New TCS Requests

**S** – Agree to TCS when appropriate

**M** – metric: Yes/No decision in each case

**A** – assigned to: entire conference committee  
(and tech panels as appropriate)

**R** – relevant to which goal(s) and how? 1  
(entire committee is polled for input)

**T** – time period for performance: executed each  
time a new conference requests TCS

# TCS Quality

**S** – Ensure quality in TCS conferences

**M** – metric: rigor of peer review process (e.g., number of reviewers on each paper)

**A** – assigned to: Braasch

**R** – relevant to which goal(s) and how? 2

**T** – time period for performance: executed each time a conference application is reviewed