

**Minute of the Meeting**  
**15 October 2014, Lille, France**

Attendees: R. Adve (Secretary), C. Baker, S. Blunt, E. Brookner, M. Davis (Past Chair), A. Farina, S. Goldstein, M.S Greco (Chair), H. Griffiths, B. Himed (Vice-Chair), F. Le Chevalier, M. Lesturgie, P. Lombardo, T. Long, W. Nell, X. Neyt, M. Nouvel, M. Picciolo, D. Segó, S. Watts, I. Weistein.

Remotely (unfortunately it didn't work): J. Bruder, B. Melvin, J. Milan, M. Yearly.

Apologies: Y. Abramovich, F. Ahmad, J. Day, A. De Maio, J. Fabrizio, F. Gini, J. Guerci, H. Kuschel, M. Inggs, D. Rabideau, M. rangaswamy, D. Thomas, M. Wicks

1. Meeting started at 7:15 PM with substantial efforts made to allow members not at the conference to join. Unfortunately, the internet access proved to be unequal to the task.

2. Chair opened the meeting with a call to create a strategic plan and vision for the next 2-3 years.

3. Chair reviewed the changes to the membership process with emphasis on the fact that emeritus members are always welcome to attend meetings and discuss issues. She explained that the changes came about due to a need for

- turnover, new ideas and to create a vision
- to be more inclusive and increase the international involvement

She emphasized that diversity needs quality. As example was given that the % of female members in IEEE is about 15% and an RSP reflecting that composition would be good for our panel.

4. Nominations: nominations will be opened in March 2015. All RSP members will vote on whether to accept a nomination. Any candidate with > 50% of positive votes from RSP members can then run in the election in July 2015.

5. At the election the candidates will be ranked by the number of positive votes. The N&A committee reserves the right to replace the bottom 20% of the list with replacements.

6. In 2014 we went from 43 to 36 members. About 10 members will be up for re-election next year (note that these members and the new nominations run as a common pool). There will be 3 new member positions open next year.

7. In 2015 we will need about 20 nominations.

8. The chair also emphasized the need for speed in instituting new rules for the RSP. She indicated that the AESS is not doing very well financially and could be put on the IEEE watch list. This would be bad for the RSP because financial and other decisions may be taken out of our hands.

9. Amongst the 3 main components of the AESS, namely publications, conferences and membership, there has been some improvement in the publications (es. the magazine). Conferences have not made as much money as AESS expected/was promised. Membership is down substantially and several members are leaving after the first year. The VP of the

membership in AESS BoG has put out an email blast to all those who have not renewed -this has caused a 2.8% surge in paid memberships, but more needs to be done.

10. Iram pointed out that the RSP is the most active technical panel on the AESS. Mark suggested that changes at the IEEE will make it harder for us to make decisions such as collaborations - IEEE may charge a \$15/paper fee to put papers on Xplore.

11. Awards: Shannon and Braham presented on behalf of Bill Melvin – Shannon has taken over the Nathanson; Braham will continue to be in charge of the Warren White for now. Braham has updated the form and has clarified the nominations process. This should help get more nominations for the Warren White. Some years there was only one nomination for both White and Nathanson awards.

12. There was a general consensus that we need good nominations. For example, the 2012 Barry Carlton awards has not been given out yet.

13. We need to solicit more nominations for fellow as well. Maria mentioned the difficulty of identifying specific contributions for nominations of people working in industry and the importance of endorsement letters.

**ACTION ITEM:** Mark Davis will work with Jim Day to solicit more fellow nominations.

14. Conferences: Chair thanked the organizers of Lille on behalf on the RSP and complimented them on their excellent organization.

2015 Washington (B. Himed): The general consensus was that the Washington CFP should have been in the conference bag - and that more advertising of the 2015 conference would help. A suggestion was made that we have a guideline on what conferences should do by when (Conference Best Practice).

2015 Johannesburg (W. Nel): The week chosen - late Oct - is the ideal time to visit South Africa. City is close to most nature parks in South Africa. It was mentioned that crime might be a worry, but we were assured that the city is much safer than even a few years ago. Several recent visits by members of the RSP were smooth and without worry.

A concern was raised that the South African conference might clash with Asilomar. Willy Nel said they would be aggressive in getting out the RadarConf CFP to as many people as possible.

A suggestion was made to add the radar conference as a separate item on the AES webpage.

**ACTION ITEM:** Shannon will look into this.

Philly 2016: No update from the conference. Suggestion to change the webpage to radarconf16.org from radarcon16.org

China 2016: Conference will be in Guangzhou; else no update.

Seattle 2017: Gates foundation did not pay for a Radar day. Dan Sego will approach the State of Washington.

England 2017: No update.

2018: Univ of Oklahoma will present in Washington DC a formal proposal to host the 2018 IEEE Radar Conference. While there are no other proposals yet, see below on another issue that might impact this.

15. Making RadarConf international: A suggestion has been made to increase the average number of conferences in the **\*RadarConf\*** series that are held outside the US. It was pointed out that the series is the main conference in North America and so should not leave the US/Canada too often. A suggestion made by Shannon and seconded by Maria is to have the RadarConf outside of the US on average twice in the 5 year cycle. Of these two, one would be when the International Radar Conference is in DC (x5 and x0 years). So, for example, Johannesburg would be part of this effort. A further constraint suggested (because the RadarConf tends to be the regional conference for North America) is that no two consecutive RadarConf be held outside of North America. So, a suggestion was made to explore international sites for the 2018 RadarConf. Suggested countries include Brazil, India and Japan.

16. Another item discussed is to have workshops (paid for separately) held adjunct to the conference - say the Monday or the Friday of the conference.

**ACTION ITEM:** The conference committee will discuss these issues and propose guidelines.

17. A report from the Waveform Diversity committee - a suggestion for a WD workshop in Washington DC in conjunction with the RadConf has been made but plans not finalized yet.

Meeting closed at 10:45 PM