

# VP Conferences Report

**AESS VP Meeting  
Paris France  
04 February 2011**

**Mark E Davis**

# Outline / Issues

- **AESS Interfaces to Sponsored Conferences**
- **Are Current AESS Financially Sponsored Conferences In Compliance with IEEE Guidelines**
- **How are we benefiting from AESS Technical Co-sponsored Conferences: AESS leadership, Publications**
- **Proposed New AESS Technical Co-sponsored Conferences**

# MOU Application Process

- **Several MOUs in Process Still Have Required Re-submittal – esp. if for 2011 and beyond**
  - **Historical AESS Conferences do not want to change the way “they have always done business”**
  - **Long term Agreements with other sponsors e.g. DASC and AIAA are being handled on a case by case basis**
  - **Need to understand that Financial and Technical are different processes – a couple of examples where both were attempted**
- **Policy for Technical Co-sponsorship**
  - **Conference Organizer MUST be a registered non-profit**
  - **AESS Must Play Significant Role In Organization**
  - **Highly Desired That Conference Register for Conference Publications Program (CPP) – papers submitted to Xplore**
  - **Conference and Papers must be in English**

**Attempting to Get time for Web Page Instruction and Best Practices**

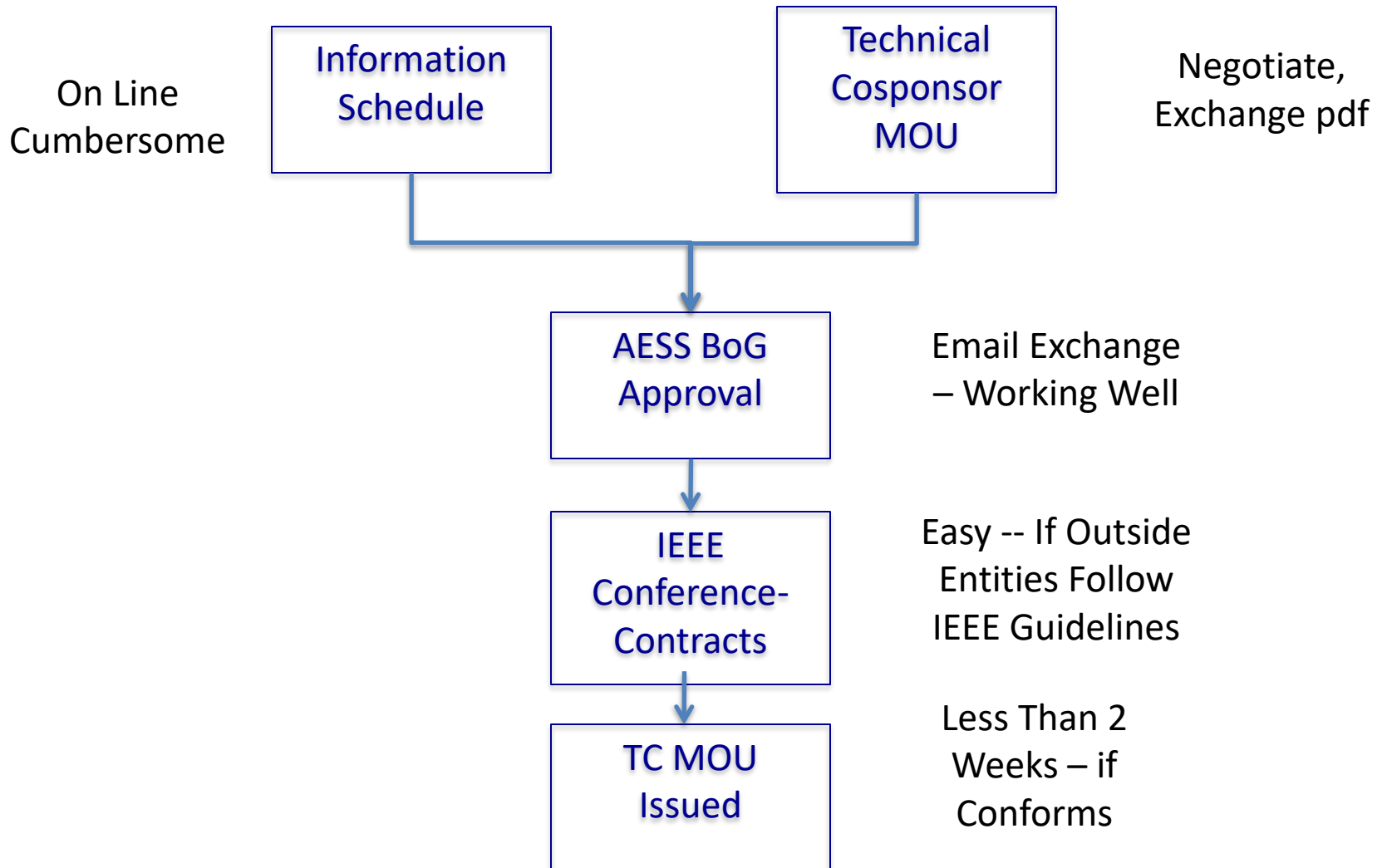
# Issues on Need for MOU

- 1) If the agreement is for Technical Co-sponsorship between IEEE entities, it is not needed.
- **ANS: MOUs ARE required between IEEE entities. An MOU sets forth the relationship and obligations of the involved parties. A MOU is required when two or more organization units agree to provide Co-sponsorship or technical Co-sponsorship to a conference. These OUs may be all IEEE or IEEE and non - IEEE organizations**
- 2) if the MOU is for Financial Co-sponsorship, then we definitely need an MOU between all parties, even if only IEEE (chapters or sections)
- **ANS: Correct - see answer above**
- 3) We no longer process multiyear MOUs.
- **ANS: This is NOT correct. If you want to enter into an multi-year MOU, you can, however, we recommend it is for a set number of years. It is not good business practice to have an "indefinite" MOU , even if it does have a cancellation clause**
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- 4) Finally, if we have a Technical Co-sponsorship, do we need all signatures on one MOU or can we establish bilateral MOUs with each entity.
- **ANS: Either option is acceptable, but IEEE prefers one MOU per entity as you might negotiate different things with each entity ( and it is easier)**
- **Regards Vita Feuerstein, CMP, Manager Conference Contracting**

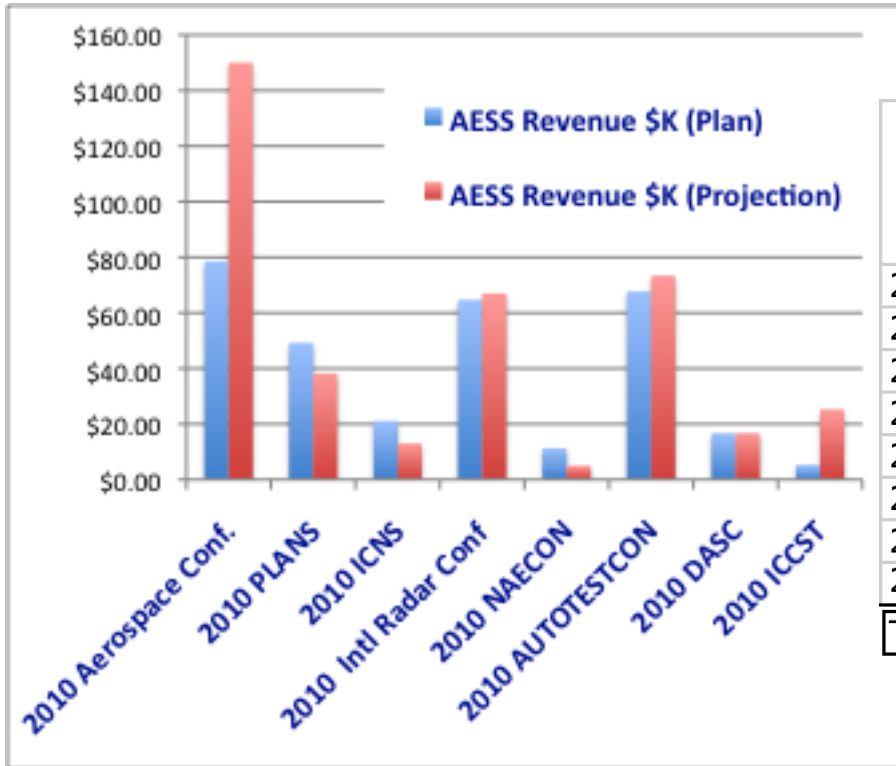
# AES Web Interface Outline

- **AES Conference Registration – Conference Information Schedule**
- **AES Financial Sponsorship**
  - Summary of Considerations
  - Timing of Submission
  - Budget Process
  - Contract review process
- **AES Technical Co-sponsorship**
  - Summary of Considerations
  - Requirements on Co-sponsorship
  - MOU Process
  - Conference Publications Process

# Technical Co-sponsorship Process



# 2010 Performance – still unaudited



	<b>AESS Revenue \$K (Plan)</b>	<b>AESS Revenue \$K (Projection)</b>
2010 Aerospace Conf.	\$78.58	\$150.00
2010 PLANS	\$49.20	\$38.22
2010 ICNS	\$21.13	\$12.98
2010 Intl Radar Conf	\$64.71	\$67.00
2010 NAECON	\$11.27	\$5.00
2010 AUTOTESTCON	\$67.69	\$73.37
2010 DASC	\$16.71	\$16.71
2010 ICCST	\$5.30	\$25.28
<b>Total</b>	<b>\$314.58</b>	<b>\$388.56</b>

- Some Issues Caused By World Economic Conditions – Excellent Replanning
- Budgets Do Not Universally Conform To IEEE Guidelines – 20 Percent Surplus

# 2011/12 Financial Sponsorship

Record #	Conference name	Dates	Location	Web Page	AESS Liaison	IEEE Contact	Conference Chair	Treasurer
16939	2011 IEEE Aerospace Conference	3/5/11	Big Sky Resort, Big Sky MT	<a href="http://www.aeroconf.org">http://www.aeroconf.org</a>	Marina Ruggieri	David Woerner	David Woerner	Andrew Shapiro
17608	2011 ICNS Integrated Communications Nnavigation Surveillance	5/16/11	Weston Dulles Herndon VA	<a href="http://i-cns.org">i-cns.org</a>	Ellis Hitt		Robert J. Kerczewski	Ellis Hitt
15141	2011 IEEE Radar Conference	5/23/11	Weston Hotel, Kansas City MO	<a href="http://www.ieeeradarcon11.org/">www.ieeeradarcon11.org/</a>	Mark Davis	Mark Davis	Shannon Blunt	Tim Lee
16826	2011 IEEE Forum on Integrated and Sustainable Transportation Systems (FISTS)	6/29/11	Vienna Austria	<a href="http://ieee-fists.org">ieee-fists.org</a>		Charles Herget	Charles Herget	Daniel J. Dailey
17645	2011 Fusion Conference	7/4/11	Hyatt Regency Chicago IL		Dale Blair	Amy Smith-Carroll	Darin Dunham	Juan Vasquez
14546	2011 IEEE AUTOTESTCON	9/19/11	Baltimore Conv Ctr Baltimore MD	<a href="http://www.autotestcon.com">www.autotestcon.com</a>	Bob Rassa	John Sheppard	William Ross	Marty Reagan
18226	2011 IEEE/AIAA 30th Digital Avionics Systems Conference (DASC)	10/16/11	Seattle WA	<a href="http://www.dasconline.org">www.dasconline.org</a>	Paul Kostek		Chris Watkins	Ellis Hitt
16306	2012 PLANS	4/23/12	Grand Dunes Myrtle Beach SC	<a href="http://www.plansconference.org/">www.plansconference.org/</a>	James R. Huddle		Wayne Soehren	Lisa Beaty
16803	2012 IEEE Radar Conference	5/12/12	Atlanta GA	<a href="http://www.RadarCon2012.com">www.RadarCon2012.com</a>	Mark Davis	Shannon Blunt	Joe Bruder	Bill Wilson
15714	2012 IEEE AUTOTESTCON	10/15/12	San Diego CA	<a href="http://www.autotestcon.com">www.autotestcon.com</a>	Bob Rassa		Bob Rassa	Janet E. Liddiard
	2012 IEEE/AIAA 31th Digital Avionics Systems Conference (DASC)				Paul Kostek		Theodora Saunders	



# Conference Financial Sponsorship Issues

- **Budgets need to show 20 percent surplus**
- **Differential Between IEEE and non-IEEE membership \$170**
- **MOU, unless solely (100%) sponsored by one entity**
- **Consolidated Banking Services**
- **Conference Publications Procedures**
- **Final report within 180 days of completion (90 for special track)**
- **Final audit within 360 days of completion**

# Technical Co-sponsorship Issues

- **Information Material In Sufficient Time – register with IEEE**
- **Approval of AESS President for Technical Co-sponsorship**
- **Need AESS Leadership and Participation in Technical Paper Selection Process**
- **MOU Signed Between cosponsors and submitted to IEEE Contracts more than 90 days prior**
- **Conference Proceedings Procedure**
- **Publicity of Conference in IEEE or AESS publications**

**It Is Important That The Organizers  
Take The Initiative To Make This Happen**

# Technical Co-sponsorship

Record #	Conference name	Dates	Location	Web Page	AESS Liaison	IEEE Contact	Conference Chair	Treasurer
15618	2011 18th Saint Petersburg International Conference on Integrated Navigation Systems	5/23/11	Elektropribor, St. Petersburg, Russia	<a href="http://www.elektropribor.spb.ru/">http://www.elektropribor.spb.ru/</a>			Prof. V. Peshekhonov	
18126	2011 RAST 5th International Conference on Recent Advances in Space Technologies	6/9/11	Turkey	<a href="http://www.rast.org.tr">www.rast.org.tr</a>	Mark Davis	Okyay	Sefer Kurnaz	Suleyman Basturk
18735	2011 International Radar Symposium	9/7/11	Leipzig Germany					
tbd	2011 European Surveillance of Aircraft and Vehicles	9/12/11	Capri Italy	<a href="http://radarlab.disp.uniroma2.it/esav.htm">http://radarlab.disp.uniroma2.it/esav.htm</a>	Marina Ruggieri	Assoc Vito Volterra	Gaspere Galati	Gabriele Pavan
17458	2011 APSAR (Asia-Pacific Conference on Synthetic Aperture Radar)	9/26/11	Seoul Korea	<a href="http://www.apsar2011.org">www.apsar2011.org</a>	Sunjun Wu		Young K Kwag	
17764	2011 International Radar Conference	10/24/11	Chengdu China	<a href="http://www.radar2011.org">www.radar2011.org</a>	Mark Davis	Wu Sunjun	HE Ruilong	
17690	2011 COMCAS Conf on Microwaves Communications Antennas and Electronic Systems	11/7/11	Tel Aviv Israel	<a href="http://www.comcas.org">http://www.comcas.org</a>	MTT Israel		Shmuel Auster	
17002	2012 IEEE International Carnahan Conference on Security Technology (ICCST)	10/11/12	Mataro, Spain	<a href="http://www.ieee.org/iccst">http://www.ieee.org/iccst</a>	?	Larry D. Sanson	Marcos Faundez-Zanuy	N/A
	2011 Conference on Personal Satellite Services		Malaga Spain					

# Space Related Conferences

Record #	Conference name	Dates	Location	Web Page	Info Submitted	MOU
17670	2010 Caneus Fly by Wireless Workshop	24-Aug	Orono Maine	<a href="http://www.caneus.org/fbw">www.caneus.org/fbw</a>	6/2/10	NO
	2011 Conference on Personal Satellite Services		Malaga Spain		6/22/10	
	Satellite Expo 2010	2/6/10	Rome Italy	<a href="http://www.advbe.com/evt/satexpo2010/">http://www.advbe.com/evt/satexpo2010/</a>		Submitted 1/16/10
17428	2010 CANEUS CSSP	10/20/10	Tuscany Italy	<a href="http://www.caneus.org/sharedsmallsats/">http://www.caneus.org/sharedsmallsats/</a>		
17670	2010 CANEUS FBW	8/24/10	Orono Maine	<a href="http://www.caneus.org/fbw10">www.caneus.org/fbw10</a>	6/2/10	
18126	2011 RAST 5th International Conference on Recent Advances in Space Technologies	6/9/11	Turkey	<a href="http://www.rast.org.tr">www.rast.org.tr</a>	8/31/10	7/15/10
17220	2010 Satellite Navigation Technologies (NAVITEC 2010)	12/8/10	ESTEC, Noordwijk, The Netherlands	<a href="http://www.congrex.nl/08c19/">http://www.congrex.nl/08c19/</a>		

It has been Spotty on Getting Valid MOU for these Potential AES TCS Conferences

# Summary

- **Creating Best Practices Document – along line of IEEE Web Page**
- **Space Related Conferences**
  - Conferences need to have organization with benefit to AES
  - Too many proposals are for Expos and Trade Shows
  - Often there is no time to process MOUs
  - Need to have agreement on Conference Publication Program
- **Close Out of Conferences**
  - Need to have costs audited and submitted within 6 months of conference completion
  - IEEE HQ has many missing documents – many of which have been already submitted
  - Need for review of Contracts over \$25K and TCS MOUs are not generally adopted by the Conference Organizers.
- **Continuing to Revitalize the AESS Conference Organizers !!**