IEEE Communications Society
Technical Committee on Communications Software (TCCS)

Meeting Minutes held during ICC 2012

Tuesday, June 12, 2012
18:00-19:30,
British Columbia, Ottawa, Canada

Chaired by Abdelhamid Mellouk, TCCS Chair
Minutes by Lynda Mokdad, TCCS member

1. Welcome/Introductions: The Chair welcomed the attendees and they shortly introduced themselves to the others. The list of the TC members attending the meeting is enclosed at the end of the minutes. The Chair also introduced the agenda of the meeting, which was accepted by attendees.

2. Approval of Minutes of last TC meeting held during GC 2011. The approved minutes are available at the TCCS website: http://www.comsoc.org/~cswt/

3. The chair shortly introduced;
    - TCCS Scope: Advance the state of the art in communications software and its various aspects, including services and applications. It serves as the major forum for discussion among communications software professionals in both of the communications and computer academia and industries.
    - Officers:
      o Chair : Abdelhamid Mellouk
      o Vice Chair : Joel Rodrigues
      o Secretary : Lynda Mokdad

4. TAC Report: Technical Activities Council met on June 12, 2012. TCCS Chair, Abdelhamid Mellouk, attended the TAC meeting. The highlights of the TAC are shown here:

    - Currently, there are 24 Technical Committees, 10 Emerging Technologies Subcommittees and 4 Ad Hoc Committees.
    - TCs issues:
        - Website—audit of basic items, proper use of IEEE logos and Community sites 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 :
            - TCCS recertification scheduled for 2013.
            - 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

- Deadline for DL nominations is end of August. Min Qualifications to be nominated are: IEEE Senior Member and willing to prepare tutorials.
- Award committee is expanded to cover more duties. In this year, 9 Paper Awards, 4 Service Awards and 4 Career Awards were distributed. All information is available on :

  www.comsoc.org/about/memberprograms/comsoc-awards
- The ComSoc strategic plan and 2020 vision were presented.
- Best Readings: TCs can propose "best readings" on topics within their scope. 4 topics were added regarding Baseline of Networks.
- Conference Portfolio:
    - Analysis of pros / cons
    - 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. There are around 30 portfolio conferences (add 2 conf per year). Technical co-sponsorship allows papers to be included in IEEE Xplore.

5. TC discussion:
   a. Lynda Mokdad has presented the new version of the TCCS website which was approved by the committee after discussion

   b. Lynda Mokdad has presented the newsletter n°1 prepared by Lei Shu and Lynda Mokdad The committee approved and the newsletter will be posted on the web site. In order to continue the letters publications, TCCS has proposed 3 months as the publication periodicity.

   c. Scott Fowler, the SIG coordinator, reported the SIGs activities: Networked Robots and Ubiquitous Computing; E-Health; Multimedia Computing and Service Activities and Vehicular AdHoc Networks Activities. As the head of VANET finished his term, Hacene Fouchal is candidate to lead this SIG. Motion approved.

   d. Jaime Lloret Mauri reported to the TC the status of Smart Grid AdHoc Commitee.

   e. Lei Shu reported to the TC the activities of Cloud communication AdHoc Commitee.

   f. The chair ask volunteers about Standardization Activities liaison officer and nomination will be in next TCCS meeting in GC2012.

   g. Abdelhamid Mellouk, TCCS Award chair, reported to the TCCS members on TCCS awards.

6. Reports on Conferences and Workshops:
   a. The chair reported to the TC on conferences supported by our committee: SoftCOM2012, SaCoNeT2012, SaCoNeT2013 and SCPA2012.

   b. TCCS cosponsors symposiums at ICC and Globecom. The chair reported to the TC about TCCS symposia in GC2011, ICC2012, GC2012, ICC2013, GC2013, ICC2014 and GC2014.

c. The chair has presented the process to nominate co-chair symposia for future ComSoc conferences. He asked any volunteer to send him a brief CV. The nomination process is based on GITC rules. The chair gives also a reminder for this process. The co-chairs retain full responsibility for all aspects of the symposium technical program, including the shaping of its technical program, managing the review process, selecting accepted papers, and organizing its sessions. About the selection process: The names the TCCS suggest will not automatically be accepted. Instead, the symposia co-chairs will be chosen by the Globecom/ICC technical program committee Chair and by the Globecom/ICC Technical Committee (GITC) so as to best meet the following objectives: quality symposia; efficient and orderly collaboration between the co-chairs and the TPC; full participation and support from all sponsoring technical committees; a mix of familiar faces with prior co-chair experience and new faces; broad participation from all parts of the world; and broad participation from industry and academia. It is usual that the number of TC's nominations received will exceed the number of open co-chair positions.

d. The chair asked volunteers' participation to CS activities.

7. Report on TC elections 2012: Current TC officers conclude the two years term by GLOBECOM 2012. Then, during next GLOBECOM 2012 TC meeting we will have elections. Following the Policies and Procedures, the current Vice-Chair will be pointed as a Chair, the current Secretary will be pointed as a Vice-Chair, and a Secretary position will be open. To conduct the election process, was approved an ad hoc nomination committee for secretary election: Abdelhamid Mellouk (Chair), Pascal Lorenz (Past Chair) and Mohammad Obaidat.

Meeting was adjourned at 19.45 and next meeting will be in Anaheim, during GC 2012.

Minutes recorded by Lynda Mokdad, approved by Abdelhamid Mellouk and Joel Rodrigues.

Secretary, TCCS
June 12, 2012.

List of attendees:
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