

MWSCAS Steering Committee Meeting in Hiroshima, Japan, July 26, 2004.

Present: Omair Ahmad, Magdy Bayoumi, Kwong S. Chao, Mohamad Farooq, Igor Filanovsky, Takao Hinamoto, Ken Jenkins, Sherif Michael, Rogelio Palomera-Garcia, Carla Purdy, Mohamad Sawan, M. N. S. Swamy, Hector Perez Meana, Mariko Nakano

The meeting was called to order by Prof. Takao Hinamoto at 20:15.

1. Minutes of previous meeting: Minutes of the previous meeting in Cairo, Egypt, in December 2003, were not available. Prof. Magdy Bayoumi will summarize the minutes and email them to Prof. Hinamoto.
2. Treasurer's Report: Greg Wierzba was not in attendance. Prof. Bayoumi recalled that in December 2003 (Cairo) Greg reported the MWSCAS account contained several thousand dollars. Prof. Bayoumi also reminded the committee of the requirement to send \$5/full MWSCAS registration to the treasurer for inclusion in the MWSCAS account. Upcoming symposia do not get advances from this fund. But if the symposium organizer fills out the proper MWSCAS form, a \$5,000 loan can be obtained from the Circuits and Systems Society for presymposium expenses.
3. Prof. Bayoumi provided a report from the 2003 symposium in Cairo and distributed sample copies of the just-published Proceedings CD. There were about 800 submissions and 500 acceptances. The student paper contest attracted over 100 submissions. There were 8 tutorials, with attendance for each tutorial ranging between 15 and 50. The symposium featured very good speakers, including, as a luncheon speaker, the world famous Egyptologist Dr. Zahi Hawas. The final budget will be known by December. Prof. Swamy reminded the committee that if the budget is not completed by December the Committee will need to pay a penalty. Prof. Swamy would like to see the budget settled this year so that the committee does not show a deficit for the year. Prof. Bayoumi extended his thanks to everyone who supported the symposium and was patient with the difficulties encountered on the website.
4. Prof. Hinamoto gave a preliminary report on this year's symposium. Twenty organizations provided support of about 4 million yen (~\$56,000 US). Advance student registration was only 15,000 yen (~\$136 US). There were about 100 submissions to the student paper contest, but only 8 of the 10 finalists presented their papers. Finalists received free registration. All finalists will be given certificates. Email lists, including IEICE-Japan, MWSCAS 2003 (Tulsa), and ITC-CSSC 2003 (held in Korea last year) were very effective in publicizing the symposium. 601 papers were received and 444 (73.54%) accepted, 359 for lectures and 85 for posters. Two invited sessions were also organized. The Proceedings CD and hard copies are already available. As of July 20 there were 484 registrations, including 92 students.
5. Prof. Purdy presented plans for the 2005 symposium to be held in Cincinnati, Ohio August 7-10 at the Radisson Riverview Hotel. Registration fees will be similar to 2004, and the hotel rate will be \$99 per night. Important tasks will be providing hard copy

letters in a timely fashion to support attendees' visa applications and recruiting high-quality plenary speakers. There is a good chance that student registration will be high.

6. Prof. Palomera-Garcia presented preliminary plans for the 2006 symposium planned for August 6-9 in Puerto Rico. The symposium will be at the Marriott-San Juan with expected rate \$135 + 11% tax. Three tutorials are planned, one by National Instruments personnel, one by Robert Weber (Iowa State), and one related to industry in Puerto Rico. The preliminary budget of \$250,000 includes hotel room fees and the banquet fee. Some sponsors have been identified and more are being recruited. The symposium hotel will have wireless internet and email. Prof. Palomera-Garcia thanked the committee for all their help so far and answered several questions about other symposium details.

7. The committee entertained a proposal by Prof. Sawan to host MWSCAS 2007 in Montreal. Montreal is an international city but is in North America. The proposed organizers have experience organizing conferences and there are 30+ faculty in microelectronics and networks. The conference would be scheduled in mid-July, just after the International Jazz Festival. It might also be possible to schedule another related conference to be held simultaneously. Various alternatives were discussed briefly, including Edmunton, but Prof. Filanovsky pointed out that Edmunton is difficult to reach and thus attendance would likely not be as high as it could be. Prof. Michael moved that the proposal from Montreal be accepted and Prof. Bayoumi seconded the motion. The motion was approved unanimously.

8. A proposal to host MWSCAS 2008 or 2009 in Mexico City was presented by Hector Perez Meana and Mariko Nakano. The representatives from Mexico City were encouraged to submit a formal proposal. A list of points to be addressed in a formal proposal is available from Prof. Abdel-Aty-Zohdy, Oakland University. Prof. Michael noted that we might also be getting another proposal, possible from faculty at Baylor.

9. Prof. Swamy stated that as often as possible MWSCAS should be in North America. Many other conferences are already being held outside North America regularly and MWSCAS is traditionally a North American conference. Prof. Swamy made a motion that in every 3-year cycle MWSCAS should be held at least twice on the North American continent. Prof. Bayoumi seconded the motion. The motion was approved unanimously.

10. The committee discussed ways to solicit proposals for future symposia. Prof. Farooq suggested posting information on the CAS website and also providing it to attendees of each year's symposium. Prof. Swamy suggested that information could be sent to all CAS members. It might also be possible to put information on the IEEE conference site.

11. The committee also discussed committee organization and membership. Action on these items was deferred until the 2005 meeting in Cincinnati. There was also some discussion of scheduling and committee financial support for the annual student contest, but no formal motions were presented.

12. The meeting was adjourned at 21:45.

Respectfully submitted by: Carla Purdy