Minutes of STC Meeting at TRB 2014

Steering Committee Meeting
13:30 to 16:00, Thursday, 16th January 2014
Cosmos Club, Washington DC

Present at the Meeting

Boltze, M. (MB)	Orrico, R. (RO)	Jara-Dias, S. (SJD)
Ülengin ,F. (FU)	Musso, A. (AM)	Dresner, M. (MD)
Çelebi, D. (DÇ)	Pringle, C. (CP)*	Miyamoto, K. (KM)
Rothengatter, W. (WR)	Gifford, J. (JG)	Huzayyin, A. (AH)
Candemir, Y. (YCa)	Madanat, S. (SM)	May, A,D (ADM)
Crozet, Y. (YC)	Vickerman, R. (RV)	Pan, H. (HP)
Macario, R. (RM)	Dablanc, L. (LD)	Oum, T. (TO)

Hayashi, Y. (YH)   *in attendance

→Apologies: Tzieropoulos, P.(PT) , Vanderschuren, M(MV)

→In below the minutes are noted referring to the <Issue No.> in the material titled "STC Documents at TRB 2014"

1. Minutes of 1ˢᵗ new STC meeting in Rio in 16 July, 2013 (YH) <Issue 1.>

YH introduced the STC meeting in Rio.

2. New STC membership (YH) <Issue 2.>

YH introduced new members of STC committee. Andreas Kopp (USA) and Jaehak Oh are newly added to the list of members approved at the last meeting in Rio. The name of Moshe and Yucel should be added to the emeritus member list.

3. Managerial report of Rio conference(RO) <Issue 3.>
a. Participants and registration fee

In total 864 papers in the 13th WCTR Conference. The percentage of papers presented as poster was 8.5%. The area which had more papers presented was the TA G, and the area with more posters was the TA C.

Initially 44 special sessions were suggested. When the programme was released, 37 sessions were announced. The final member of special session was 33. At the last day technical visits were realised. At the end of the conference a total of 901 participants is reached. The Brazilian participants were 220, which overtook the Japan's participants in the WCTR history. The China participants also have increased.

b. Membership fee (transfered to Lyon headquaters)

A mismatch occurred in the due versus actually paid fee Some particiapnts thought that their countries were developing countries but actually they were not at least according to the classification of WCTR. The local commitee offered scholarship for those participants who were coming from lower-income, lower-middle income and upper middle income economies eligible according to the World Bank classification and who had full papers accepted and submitted in the conference. In total 17 applications were received. Finally 4 bursaries were given.

c. Total balance

A total of RS 1.402.600,00 was received in participation fees and RS 470.900 in sponshorships. Lyon has recieved the prepayment fees as well as some of the particiants fees in total of 81.782 Euros. RM said the proceeding is on the web site.

<Action: RO> inform gain the above amount of Rio revenues in Euro! (by 24 Jan)

4. Membership and budget (YCr, KM, LD) <no tabled materials>

a. Membership renewal and revenue (YCr)

At the end of 2012 83,000 Euros was available. More than three years of functioning is available. We kept the same functioning cost per year. At Berkeley we had 66,000 Euros, at Lisbon almost two times more, at Rio 80,000 Euros and 100,000 Euros will come next year. At the end of 2014, 140,000 Euros will be available. Plus there will be the money coming from Elsevier.

<Actions: MO> should send the summary table of financial balance of Rio WCTR to YCr and STC members, by 24th January.
<Actions: YCr> should submit the summary table of financial balance of Society to STC members, by 31st January.
<Actions:AM> audit the financial report and report to STC members, by 28th February

b. Society budget plan (YCr)

Three different activities to do separately: Management of conference, management of web site, management of prizes. YCr will stop his duty as secretary general. In 2016 if there will be 100 participants the money will be 157.225 Euros. ADM mentioned that a scientific secretariat may be possible.

c. Renewal request of membership for absentees @Rio (YCr+LD) <refer to minutes of Item 8 and Issue 8.a-d.>

500 memberships registered in Rio was less than Lisbon. LD and KM are preparing a letter to those who did not come to Rio to renew their memberships.

d. Revival of Corporate Membership and/or Sponsorship (bursary, conference support, etc)(YH)

This is YH's proposal. Many corporate institutions do not know WCTRS. YH will try to design a corporate membership. Once there are corporate members, it will be easier to contact them for sponsorships. WR supports this idea and gives ITF example which is only Europe based. ADM asked who will be responsible of the corporate membership. YH has to set up a team. Some talented persons who are familiar with industrial contact be responsible. RM is closer to this idea.

<Action: YH> Prepare a definition, objectives, fee, rights, etc.

5. Structure of WCTR Society

a. Job definitions for Secretariat and SCC (YH, YCr, MB) <Issue 5.a(2)> <Issue 5.a(1)>

<Issue 5.2(2)> on the new job definition of Secretariat which is prepared based on the function of CMS and the role of scientific team was explained by YH and YCr.

Based on the new job definition of secretariat, <Issue 5.1(1)> was proposed for moving the secretariat from Lyon to some other place.

"Members of STC are asked to respond by 24th January 2014 for willingness to host the secretary. Proposals to be submitted by end of March. Approved host institution appoints secretary and assigned secretary attends the Lyon meeting. Formal handover takes place provisionally in September 2014. "

Comments on the above proposal are as follows:
RM: The previous proposals are not closed yet. There was a open process and proposal.
ADM: The question is to have either a full time secretary or two separate secretaries as scientific and administrative.
YH: The conditions have changed. Only administrative part remains in Lyon. The difference is the decision of secretary in general should be coupled.
RM: The process should be closed by a response to Uni. of Lisbon and communicated.
YH: Having examined details of Secretariat's role considering the functions of CMS, it has become clear that the conditions for secretariat selection have changed and therefore offer is reopened, anyone can respond.
YCr: Changing the secretariat at the same time with the president was a Society's mistake. That's why we need another call now.
RV: A week is not enough for such a decision given the complexity and is a formal procedure. At least a month is required.
YH: Time will be extended to the end of February.
AH: the secretary general and the secretariat is a package. According to the current rule, the president decides on them.
RM: YH can select it. It will be more transparent.
YH told that, even though he will decide, he wishes to receive proposals from STC members as information.

<Action: all> get in touch with YH if they have proposals, by 28 Feb.
<Action: YH> assess proposals and circulate a recommendation to STC members for approval, by 31 March.

b.Selection of CMS(MB, YH) <Issue 5.b>

MB explained the functions of CMS according to <Issue 5.b>
Abstract and paper handling, supporting the integration of the conference and journal review, substantial marketing report, hosting of general proceedings, provision of a conference program app. Elsevier cannot handle prepayment. Current offer is 40 USD per paying delegate. The conference management system is not the review system but Elsevier accepted to make link between them. This is not on the market so far. We have to decide if we want selected proceedings. The handling of papers is included in 40 USD.

YCr tried to divide the different functions. Until not we had he memberships and related activities, the budget of the society and the development of usual or new activities. In Rio a new strategic mission of the WCTRS was defined: the development of the new specific software (CMS) for the conference organizers to integrate the registration, the payment, the management of the whole review process, the organization of sessions during the conference and so on.

MB: Every segregation adds cost.

ADM: We need to prepare a metric to see what functions are handled by which alternative.

RM said that there are two main concerns. We cannot be captured by this service providers. The payment issue is important. In Lisbon that they were not using the same system but the user did not know this. Yves said we have to protect the payments. 6-7 percent of revenue was the cost of managing the payment system in Lyon. RM: we had to prepare a matrix of cost for every function each system handles.

TO is concerned about Elsevier dominating the conference. Elsevier is already a monopoly.

YH: To be dominated by another body is very dangerous, but unless we get into this serious checking we can not decide. What is the alternative?

YCr : Elsevier has the increasing returns to scale.

TO: Review is a big exercise, and STC is doing it in an organized way. I don't see why a conference organization takes it. It is a very small amount of work compared to what we do.

ADM: We need a dependable system to support professional reviewing. We need a contract that says prices are fixed and we set the offer from Elsevier as the best on hand and set up a task force to negotiate further.

YH: ADM, FU, MB, YC, and YH should be involved in that negotiation task force.

SJD: Do we need the whole system? We already have a review system. What is the extra from Elsevier?

MB: Support in marketing, review system and linkage with journals.

SJD: What do we do with the digital paper? What is the cost of the software and services?

RM: They provide the software but no marketing and additional linkages to journals. That's the main difference.

YH: We need in CMS the function of linking conference review and journal review processes. There is no other proposal to meet this link. So start detail examination on the Elsevier's proposal in Tony's proposed taskforce considering all important critical warnings raised today.

<Action: all> Any comments should be received in two weeks.

b. Reform of SCC (MB)
This was already discussed in SCC meeting. See SCC Minutes of Meeting.

c. Taskforce for negotiation with Elsevier

ADM said that the taskforce should specify the cost.

6. Publicity <Issue 6.a>
a. Web and Newsletters (YH, MK/DC/PK)
i. Linkage with Elsevier Web (SIG info, event info, WCTRS-Y, etc)

YH briefly explained The necessity of Web & Newsletter editors. So far Jean-Noel has managed the Web only by himself receiving different contents from committees, SIGs and other members and also Newsletters have not been issued since Jan 2005. But we do need to enhance these functions to promote society's new activities. YH proposed to establish Publicity Subcommittee (→rename as "Web & Newsletter Editorial Board") and its original members who are in charge of editing all contents combining incoming information by a matrix structure in three categories and two channels.

a) Three categories: STC/general maters (handled by Masanobu Kii guided by President YH and Secretary General), SCC matters (handled by Phillip Krueger guided by SCC Chair MB) and SCC conference matters (handled by Delay Celebi guided by FU) and provide them to Secretary Jean-Noel at the moment who is in charge of managing Web system. Namely, contents provision by subcommittee and web management by society secretary.

b) Two channels:
Website Editor: Phillip Krueger
Newletter Editor: Delay Celebi
Both of these are managed by masanobu Kii, Editor in Chief of Web&Newsletter Editorial Board

Delay explained related matters. YH told that the members are consisting of young members who are more talented with new technologies.
There were comments that we need a strong management. The proposal was accepted.

→As noted above, YH propose to change the name of the team from Publicity subcommittee to Web&Newsletter Editorial Board because of two reasons:
1) The team should well focus the jobs which are defined as editorial works.
2) Publicity works contain other important issues noted in the next section b.
3) Publicity subcommittee may be established later when necessary.

b. Appealing WCTRS/Dupuit etc. prizes and TP prize (SJD, RV)
i. Publicity in TP and CSTP (RV, RM)

Although there were no time to discuss on this in detail but we need concrete means for appealing our prizes and journals to non-members , to other academic fields and industries world widely.

<Action: RV, RM> Consider and design a window pages in JTRP and CATP for publicity of Society.
<Action: RM for Int'l subcommittee, LD and KM for Membership subcommittee> prepare concrete means!

7. Report from liaison with international organisation Sub-Committee (RM) <No tabled materials>

RM has made a progress on Russia. She contacted to make special sessions in their event but this did not happen. She continues to make some efforts in Africa with some seminars and workshops but not too much success. There are too many disturbances on that. Kazakhstan and former Soviet Union countries (CIS) will also be contacted.
YH said that if any SIG activities are made in these areas they should inform Rosario.
KM asked for Texas Austin Conference whether we can give the name of WCTR as non-financial sponsor. Istanbul CODATU conference will also ask the same. We are increasing the ties with CODATU.

8. Report from Education group
a. Young Initiative (AH) <Issue 9.a>

WCTRS young researchers initiatives:
Y-I young researchers' conf (Wctr-Y)
8 papers, Attendence 21-39
Most presentations were of high quality
EVV and AH gave educational comments on conference organistion and performance of the Young.

As a conclusion 35 ne young collegues became members.

Y-II WCTRS phD Students' grants. The 4 winners attended SS
Presentations were all of high quality
SS attendence was low
Time slot was very short (80 mn)

Y-III WCTRS Young members on line facility,Two young volunteers did
excellent job
e-newletter was also printed and distributed,included job advertising
section for young researchers,compensated a proper "Job search
engine".The latter could not be achieved because of short time for
volunteers and wctrs secretariat.

Needed decision from STC
Budget of 1st ed. Euro 12000
Scenario 1: Business as usual euro 12000
Scenario two: ambitious: Euro 17400
Y- Euro 2400 (3*800)
Y-II Euro 14000
Y-III Euro 1000

Scenario 2: huble scenario
YCr asked an intermediate between scenario 1 and 2.
ADM the activities that needs greatest support are activities 1 and 3.

b. WCTRS-DL(Distant Learning) (WR) <Issue 9.b>

WR said that the first host university is Istanbul Technical University. YC
has initiated this idea. A workshop in Istanbul is made to discuss the ideas.
A host or partnership universities will work for that. The name wctr
university was found to be too large in scope. The resource needed was
another concern. Role of WCTRs will be to act as a broker between the
host universityies and those who demand distance courses in line with the
organisation of the socity, bring host universities, partner universities and
lecturers together, determine norms and criteria for quality of the
programs and examine whether excellenence criteria are fulfilled. WCTRS
may provide support for constructing programs, service for course
development and selection of lecturers, opportunities for students to
extend their studies at particular universities or international organisations.
The host university educational and technical services, coordination of
local higher education institutes are provided by lead universities, offering
the DL program.It will be a full program. University of Lisbon may provide
a joint program with Istanbul Technical University.
ADM raises the question of competition. The final decision should be given
at Lyon.
TO asked who takes the financial responsibility.
DC said this is done by the host university.

RV said that WCTRS will not have a financial risk.

Yucel wants to send a letter to the president to be distributed to the steering committee in order to be more productive before Lyon.

AH said that they visited World Bank Institute and they said that they will be supportive after the system will be built .

<Action: WR, Yucel> Examine the feasiblilities and report a plan at Lyon

9. Report from membership and marketing sub-committee(KM,LD)

LD told about the memberships and the letter that will be sent by the signature of YH. Benefits of being subscribed such as newsletter will be explained. We need more memberships when compared to the number of academics on this area. KM and LD will review the list of CARS. FU will look further for the Middle East. Benefit brought by the newsletter will be underlined. We need to use this network. New books, new positions etc. KM said that we need to recruit more effective CARs.

<Action: KM, LD, FU> review the list of CARS.

10. Progress report on WCTR2016 Shanghai (Non-scientific matters) (HP) <No tabled materials>

HP explained using power point slides. The conference is suggested to begin on July 10th. In Tongji University meeting rooms can be used by WCTRS. Technical tours will be provided. Social programs and gala dinner will be available. They estimate some sponsors for the conference. The estimated profit is 18000 Euro.

HP also told they will establish China nation wide committee to make aware of as many researchers and practitioners in all over the country.

They will organise SIGs joint seminar as a preliminary event in Shanghai one year before the full conference, in 2015.

11. Site selection for 15th WCTR 2019 (AH) <Issue 11.>

A call for host organisation of 15th WCTR 2019 will be soon announced according to <issue 11.> document.

12. Any other business
None

13. Date and venue for next meeting in Lyon

July 21(Mon) : Seminar on deeper discussion on conference system
22(Tue) :   EB, SCC, STC committee meetings
20(Sun) :   A social visit may be announced later if any will be organized by Yves