Report IEEE CAS Society CASEO TC Annual Meeting 2014

Date: June 3, 2014
Time: 12:30-14:00
Place: Room 206 Melbourne ISCAS

Proposed meeting Agenda
1. Opening of meeting
2. Introduction of CASEO TC officers and members
3. Approval of the 2014 CASEO TC meeting agenda.
4. Approval of the 2013 CASEO TC meeting minutes.
5. Report of accomplished technical activities/ yearly report/instructions & template
6. CASEO TC Review meeting
7. Responsibilities of the TCs : conference reviewing/ technical sponsorship of conferences
8. Planning of upcoming events and near future activities: CASFEST, special sessions, regular sessions ISCAS
9. Opportunities for collaboration system IEEE CAS google
10. Introduction and Approval of new CASEO TC members
11. Other business.
12. Meeting adjourned.

The list of CASEO members attending the meeting:

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1. *Opening of the meeting.* The meeting was opened by Tokunbo Ogunfunmi (past chair CASEO TC), who excused Babak Ayazifar (CASEO Chair 2013-2015) who had to cancel his participation in the last week for family reasons.

2. *Introduction of CASEO officers, members and the guests.*
All those present introduced themselves.

3. *Approval of the 2014 TC meeting agenda.*
Under any other business, the item of "nomination for awards" was added.

4. *Approval of the 2013 TC meeting minutes*
The minutes are approved but the correct date of the reported period : May 2012-May 2013 should be mentioned.

5. *Report of accomplished technical activities/ yearly report/instructions & template* (May 2013 to May 2014)
Based on the input collected from the members with an email invitation, Babak Ayazifar has prepared the annual report and circulated this among the officers, before submitting it to the Technical Activities Chair in the week before ISCAS. Unfortunately due to some mistakes in the email list, not all members have received an invitation to send in their contribution to the annual report. Raija Lehto mentioned that her email address should be updated. The report will be distributed to the members and posted on the web.
Regular and special sessions for ISCAS 2014 were proposed by CASEO TC. In the past, we've filled up to three sessions with our lecture presentations. That we've been granted only a poster session at ISCAS 2014 is a major disappointment, especially considering the widely-attended lecture sessions in previous years, and our contributions over the years. It was remarked that the poster sessions were rightfully given a more prominent visibility at ISCAS 2014 by having no lecture sessions in parallel with the poster sessions. Moreover the poster sessions were well attended at ISCAS 2014. However CASEO items lend themselves more for lecture sessions than poster session. It was stressed that a strong presence in the ISCAS program requires a consistent

and active presence of the ISCAS CASEO Track chair during the paper submission and reviewing phase as well as during the conference planning with the Conference program chairs.

At the Technical Activities Division meeting on Sunday it was agreed that the annual reports in the future should not so much be a compilation of individual contributions of the members, but it should highlight the topics that have been achieved through the cooperation in the TC.

As an example of a nice joint activity, the CASEO TC organized on May 23, 2013 after ISCAS 2013 a successful workshop entitled ""ReThinking Circuits and Systems Education: Exploring New Pedagogies and Approaches", that was attended by 27 participants. This workshop was supported by the CAS Outreach programme. Several of the contributions are now being reviewed in order to constitute a special issue of the CAS Magazine that will appear in the Fall of 2014.

6. *CASEO TC Review meeting*
On Wednesday 4 June, the Officers of CASEO TC were invited for a review meeting with a Review Committee of CAS EXCOM. The compiled report for the TC Review Committee of CAS was circulated and the 6 ppt slides that were prepared among the TC officers were discussed and amended at the meeting. It was suggested to include data analytics for learning, and some links with the experience gathered by the Education Chapters at Hong Kong and NSW Australia. The competitive advantage of CASEO versus the IEEE Education Society is that the latter is broader and generic, while the former can focus better on the CAS related educational issues and can act more quickly. It was felt that the generic nature and the systems orientation of CAS Society is a particular advantage for developing educational activities.

7. *Responsibilities of the TCs* : conference reviewing/ technical sponsorship of conferences
At the BOG and TA division meetings the role of the TCs in the technical sponsorship of conferences was discussed and a clear request for contributions from the TCs was expected. At present there are too many low quality conferences that are technically cosponsored by IEEE CAS. Often the main goal of the organizers is to have the proceedings included in IEEE Xplore, so that it counts for the publication record of the authors. There are new policies of IEEE that involve the elimination of low quality conference proceedings out of IEEE Xplore, and of financial costs for the technically cosponsored conferences (1000$ per conference plus 15$ per paper). This will be charged to CAS Society and wherever reasonable CAS Society will charge it to the conference organizers.

So it was decided at the BOG CASS that the TCs will be involved at two levels; first for evaluating the requests for Technical Cosponsorship, when it is in the field of competence of the TC, and second to evaluate the papers and to participate as members in the program committee.

8. *Planning of upcoming events and near future activities:* (May 2014 to May 2015).
Several initiatives for the coming working year have been discussed, and will be further explored with the related volunteers and CASEO officers. Here is a list of items :
-A CASFEST proposal for ISCAS 2015 to be discussed with E. Alarcon who is hosting a CDIO Meeting in June 2014 in Barcelona. Later during the conference the secretary discussed this proposal and the working title of the CASFEST is "Experiences and challenges of Systems and Project based curriculum design" with as organizer E. Alarcon and the CASEO officers. http://ieee-cas.org/conferences/cas-fest-instructions

-It was suggested that the website should provide more active information, thereby attracting potentially more new members. Video recordings of plenary lectures or keynotes on CASEO topics could be posted on the webpage. If there are proposals with actions that require extra budget, one can already prepare for the budget of 2016. A good example is the COMSOC society that is making webinars of one hour for managers. There is also a plan for webinars for some combined TCs, where there is a budget already of 200 000$ for initiatives. Please make proposals to the CASEO officers and Izzet Kale who volunteered to contribute.

- There are good reasons for CASS to be more involved in the Concepts Inventory and to bring these issues also to the attention of non-US related accreditation activities. Moreover certain CAS items still need to be extended. A proposal will be worked out for a special session at ISCAS 2015 on "Black CAS holes in the Concepts Inventories". Tokunbo Ogunfunmi will coordinate with volunteers.

-There was agreement that we should organize a regular session at ISCAS 2015 on "MOOC's and online learning of CAS items" CASEO officers will coordinate this initiative.

-CASEO has the ambition to bring CAS items already to high school students as outreach activitiets. In the UK IET has an outreach activity to start from kindergarten, in order to attract more women into engineering. More.women.into.engineering. This is open for the members to work out concrete proposals, that can be submitted for support to the CAS Outreach program 2015 http://ieee-cas.org/ieee-cass-outreach-initiative-2014-call-for-proposals

-The organization of a PhD forum in order to educate the PhD students towards writing of a thesis. Coordination Mohammed Ismail

9. *Opportunities for collaboration system IEEE CAS google*
Under the iniative of Gianluca Setti, IEEE VP publications, a google workspace for collaborative efforts within IEEE is being developed. It provides collaborative workspace with 30Gbyte storage, with tools and collaborative editing of reports and working documents. TCs are being invited to participate in a test phase in the Fall. Sergio Callegari volunteered for setting up such a workspace for joint activities among the CASEO and Nonlinear CAS TC. Members that are interested can contact him.

10. *Introduction and Approval of new TC members*
In view of the lively discussions during the meeting five guests (Gordana Jovanovic Dolecek, Leon Chi-Un Lei, Soumitro Banerjee, Graham Town, Ahmed Abdelgawad) were motivated to become new members. They situated their research and education work. They are prepared to contribute actively to CASEO TC.
The meeting accepted them unanimously as new CASEO TC members.

11. *Other business.*
All members are invited to suggest meritorious colleagues for awards especially for awards on education to the officers. It is not uncommon that there are not enough candidates for awards, especially for education awards.

12. *Meeting adjourned at 2pm*
Ogunfunmi thanked all attendees and closed the meeting.

Procedure for further processing of the report:

- The draft version (date June 9, 2014) will be checked by the officers that were present (Tokunbo Ogunfunmi).

- The draft version (date .XX) will then be sent to all those present, so that they can send in corrections and additions.

- One week after the sending the corrected minutes will be frozen with the modifications, and posted on the webpage of CASEO.

- Next year at the CASEO TC meeting at ISCAS the minutes will be formally approved.