

IEEE International Conference on Multimedia and Expo (ICME) Steering Committee

UNAPPROVED

March 10, 2014 - 9:00 PM EST Teleconference

Attendees:

Jin Li	ICME SC Chair - [NON - VOTING MEMBER]
Dinei Florencio	SP - MMSP TC CHAIR - [NON VOTING]
Homer Chen	SP - VOTING MEMBER - [NON VOTING]
Phil Chou	ICME 2016 REPRESENTATIVE- [NON VOTING]
Shipeng Li	ICME 2014 General Chair- [NON VOTING]
Zicheng Liu	ICME 2014 REPRESENTATIVE- [NON VOTING]
Shiwen Mao	ComSoC MMTC REPRESENTATIVE- VOTING MEMBER
Wenjun Zhang	SUBCOMMITTEE ON MULTIMEDIA SOCIETY AND HISTORY- [NON VOTING]
Weisi Lin	SP - VOTING MEMBER
Jianfei Cai	ComSoc - VOTING MEMBER
Nam Ling	CaS - VOTING MEMBER
Chia-Wen Lin	CaS MSATC Chair - [NON VOTING]
Denise Hurley	SPS Staff- [NON VOTING]
Nicole Allen	SPS Staff- [NON VOTING]

A. Roll Call

B. Update from ICME 2014 Tem

a. LOGISTICS [Shipeng Li]

i. Finalizing negotiation with venue/hotel - JinJiang Hotel (5 Star hotel in Chengdu)

1. The contract is in Chinese - waiting to receive copy in English to send to SPS for review and approval

- ii. Budget - waiting for approval from SPS; will also send to other societies for approval
- iii. Working with local companies to offer bus trip and tours
- iv. Four ISBN numbers for conference
 - 1. First set is for the main conference
 - a. IEEE Xplore
 - b. Proceedings for attendees
 - 2. Second set is for the workshop
 - a. IEEE Xplore
 - b. Proceedings for attendees
- v. Registration
 - 1. Conference will use IEEE MCE Registration Service
 - a. Filling out registration set-up form
 - b. Will send registration rates to the ICME SC to review before the registration rates are published
 - 2. Author Registration Policy for conference
 - a. One full registration can cover up to two papers
 - b. If author has more than two papers, the conference may offer discount fee to cover additional papers

C. Technical Program

- a. Papers
 - i. Completed the rebuttal and reviewer discussion phase
 - ii. Received 716 papers
 - iii. Accepting no more than 214 papers (less than 30% acceptance rate)
 - iv. Final Decision will be announced by Sunday, March 16 (on schedule)
- b. Rebuttal System
 - i. Not sure if used to potential
 - ii. Many authors have not done before
 - iii. Reviewers not sure on how rebuttal works - may not participate
 - iv. Area Chairs need to be more proactive
 - v. Conference Operations Subcommittee will discuss review and rebuttal systems with ICME 2015 - 2017
- c. Invited Speakers
 - i. Panel speaker or industry speakers
 - 1. Not sure of the number of panels - conference would like to look at the number of oral papers and decide

2. Once author notification goes out - need to work on attracting attendee to conference
 3. Important to have program component to participate in the conference
 4. Attractor components are relatively small
- d. 13 workshops
- i. Jin Li suggested TPC monitor the number of submissions the workshops get. Sometimes the workshops do not have a large turn out and it can cost the conference a lot of money. Will have impact on conference budget
- e. Grand Challenges
- i. 4 grand challenges
- f. Tutorials
- i. May have 6 $\frac{1}{2}$ day tutorials - decision will be made by tutorial chair.
- g. Keynote Speakers
- i. Replacement was needed for the 3rd Keynote speaker who can no longer speak at the conference
 1. ICME SC needs to approve of Keynote before posting to conference website.
 - ii. In addition to link to the speakers website, should post a short bio of the speaker on the ICME website

D. Comments from Jian Fei - TPC

1. Reviewer comments too short. One line comments

Improve review quality

Keep list of good reviewers and pass on to next conference

ICME 2014 will try to encourage good reviews with the Best Reviewer Award. Not sure if the award will affect the quality of reviewers at this time.

Accumulate good reviewer list

Operations Subcommittee will discuss ways to implement quality reviewers and reviews

E. Call for ICME 2018 Proposal

- a. Sent to steering committee for comments
- b. Chair proposed that bidders should include proposed website
 - i. SC suggests successful bidder should be given a deadline to submit the website
 - ii. Deadline for proposal Jul 1 is too close to conference date
 - iii. Chair will revise the proposal and circulate to SC

F. ICME Subcommittee Report

a. Conference Operations

- i. Paper format proposed by the 2015 team.
- ii. Lengthy discussion between ICASSP 2015 - 2016 about paper format
- iii. 2015 - suggested 5 page paper invited to be extended to longer paper
- iv. 2016 - would like to have a 8 pg paper and 4 pg paper. Shorten 8pg papers if not accepted for long papers.
 1. Invite short and long papers
 - a. Long papers considered for oral and poster
 - b. Short papers only considered for poster.
 2. ICME 2016 team in favor of submission format
 3. ICME 2015 team concerned - drop in number of submission - may affect conference reputation - willing to try
 4. ICME 2017 Comments - not very strong opinion, concerns with reputation of the conference - need to discuss further
- v. T-MM - Journal Presentation @ ICME

b. Multimedia Society and History

- i. Consolidated conference websites to IEEE ICME website - past conferences were archived
- ii. Currently using free web version from azure websites, so the [www.ieee-icme](http://icme.azurewebsites.net/) website is shown as <http://icme.azurewebsites.net/>. Once conference pays premium wwill see the icme website in the address bar.
- iii. Funding for SC operations
 1. \$4K in conference budget - funding for ICME SC operations maintenance cost of website each year
 2. Hosted as a free website format [azure website]
 - a. limited traffic 165 MB per day
 - b. cannot customize domain
 3. Website operated in share mode there is a fee of about \$10-\$20 a month will allow conference to:
 - a. Customize domain
 - b. Unlimited traffic per day
- iv. Chair request formal vote of SC members to have each ICME conference fund the operations of the consolidated website and domain ieee-icme.org.

v. Highly recommend future ICME to use consolidated website to operate conference website.

1. Archival is automatic

c. Industry Participation - no report at this time