

TCHaptics Committee Meeting Minutes
4-5 pm, March 14, 2008
by Hong Z. Tan

* ***Bold font indicates action items that need follow up.***

1. Call to order (Tan)

Present:

TC ExCom members: Niemeyer, Okamura, Prattichizzo, Tan
Senior Advisors: Colgate, Harwin, Howe, Pai, Weisenberger
(The meeting was open to attendees of HS08)

2. Updates from Vice Chairs (Niemeyer, Okamura, Prattichizzo) 5 min each

Gunter (VC Conference):

- * WHC steering committee approved conference editorial board for future WHC conferences.
- * Location of WHC will rotate among Europe, Asia Pacific and North America.
- * Candidates for WHC11 are currently under consideration.
- * WHC09 is sponsored by RAS only (one time arrangement, due to lack of time to sort out co-sponsorship details).
- * **Need to work on joint sponsorship of RAS and C for future WHC (2011 and beyond).**
- * HS2010 will be in Boston, still in conjunction with IEEE VR.

Allison (VC Finance):

- * Report of last year's budget spending (5K from RAS, 5K from C, some leftover funds)
- * Call for suggestions for budget items:
 - 1) Student travel grants: for short-term interdisciplinary laboratory exchange visits (like the RAS initiative in 2007), or for travel to haptics conferences. For the latter, the student will be required to attend business meetings at the haptics conferences.
 - 2) Haptics courses. Support guest lecturer / senior haptics researcher (like the RAS Distinguished Lecture program)
 - 3) Summer schools in haptics all over the world. An example is the RAS-sponsored summer school in Paris in 2007.
 - 4) Tutorials in ICRA etc are really good. Need for good tutorials for interdisciplinary haptics research. Devote one day at HS for tutorials and workshop, have budget items to support that.
 - 5) Cover travel expenses for the runner-up of the Best Student Paper Award.
 - 6) Budget for webpage development and maintenance.
 - 7) Budget item for supporting the activities of other haptics organizations (e.g., Korean Haptics Community, Chinese Haptics Community).
- * **Need to send a budget to both RAS and C (was due in Jan. 2008)**

Domenico (VC Special Issues/Tutorials/Workshops):

- * 6 special issues in 2006 (10 in 2007/2008)
- * Procedure for obtaining TCH sponsorship of tutorials/workshops – Contact Domenico.
- * TCH sponsored the haptics tutorial at IEEE VR 2008 tutorial organized by Anatole & Matthias.

3. Proposal to remove non-IEEE registration fee category (Howe) 5 min

- * We need to be as inclusive as possible for non-engineers.
- * Non-engineers are used to lower registration fees, about half of what we charge at haptics conferences.

* Possible problem: IEEE has strict rules about discount rates for IEEE members, so a two-tiered registration fee structure may be unavoidable.

* One possible solution: Give TCH members IEEE membership for free with TCH leftover funds.

* How big a problem is it that people do not come to haptics conferences simply because of the higher registration fees for non-IEEE members? We don't really have any data on that.

*** It was proposed that we eliminate the non-IEEE member registration fee category for WHC09. To make it successful, we need to actively recruit non-engineers to attend WHC09 by, for example, prepare and distribute brochures at neuroscience conferences, Psychonomic society meetings, etc. We should collect data on the impact of eliminating the higher-fee category.**

*** It was also suggested that for WHC09, we hold a special session (say, neuroscience) with invited speakers and waive their registration fees. This may be a good way to recruit non-engineers to join the haptics conferences.**

4. Proposal for a Vice Chair for Awards (Suvranu De) 5 min

* The goal is to make award nominations more organized for haptics researchers. TCH should actively nominate colleagues and coordinate nomination packages.

* Two types of awards: 1) (external) colleagues who are honored at haptics conferences should be recognized at IEEE and other societies as well; 2) (internal) streamline awards procedure at haptics conferences.

* It was proposed that we ask current awardees to serve on next year's conference award committee.

* Another proposal is to have a standing committee for awards. Some constraints:

1) We are a small community. Select a chair first. Committee members cannot be decided until the short candidate list is known.

2) Sponsors have their own preferences for the type of award (best paper, demo, student best paper, etc.) they want to sponsor, and the type of award they will give (a check, an Omni development kit, etc.).

*** It was proposed that Suvranu De be appointed as the Vice Chair for Awards to coordinate award efforts at TCH.**

* Suggestion: VC Award can keep track of sponsors and what award they sponsor, for continuity.

5. Presentation by Korean Haptics Community (Seungmoon Choi) 5 min

Presentation slides [URL LINK]

6. Presentation by Chinese Chapter of TC Haptics (Dangxiao Wang) 5 min

Presentation slides [URL LINK]

* The Chinese colleagues suggested a Chinese chapter of TCH. It was felt that TCH is itself an international organization, and there is no need for various chapters. We can however provide multilingual capability of the worldhaptics.org website.

7. Discussion with Matthias Harders (March 28, 2008)

* Hong will stay on TC ExCom as an ex officio

* TCH will develop a charter (Hong will draft one for circulation)

* TCH needs to define terms for members of the ExCom

* Do we need to officially vote to approve Lynette Jones as the EiC of the Conference Editorial Board? No. This position should be approved by the WHC Steering Committee.

* Do we need an official vote to add Suvranu De as the new Vice Chair for Awards? We will think about this some more as we develop a process for rotating ExCom officers.

* TCH website needs reorganization