

Minutes of the Annual Meeting of the Canadian Society of Information Theory / Société canadienne de théorie de l'information

Monday, June 3, 2019, 5:00 – 6:00 PM, ITB-A113, Information Technology Building, McMaster University, Hamilton, ON (@CWIT 2019)

Present: Steven Blostein (Queen's), Anas Chaaban (UBCO), Jun Chen (McMaster), Julian Cheng (UBCO), Tim Davidson (McMaster), Chen Feng (UBCO), Paul Fortier (Laval), Steve Hranilovic (McMaster), Ashish Khisti (UofT), Frank Kschischang (UofT), Sergey Loyka (uOttawa), Ha Nguyen (Saskatchewan via Skype)

1. Call to order - Meeting called to order by Julian Cheng. Opening remark by Julian.

2. Approval of the minutes of 2018 meeting – Julian reviewed the previous meeting. CSIT had an approximately balance of \$63,000 by March 2019. We will keep our account information private, but we may consider making our meeting minutes public. Motion to approve the minutes moved by Julian Cheng and seconded by Frank Kschischang. All in favor.

3. Officers' reports:
 - a. President's Report (Julian Cheng)
 - i. Julian briefly reviewed the history of CSIT and its main responsibilities (managing CWIT and BSC as well as CATR).
 - ii. Membership: One becomes a member by registering any CWIT or BSC. A member has the right to participate and vote.
 - iii. Talking about CATR (Canadian Award for Telecommunication Research). 2019 CATR Committee members include Fady Alajali, Deepa Kundur, Tho Le-Ngoc (past CATR recipient), Chen Feng, and Julian Cheng. Call for nominations will be extended to August 31, 2019 and will be emailed to approximately 350 Canadian researchers working on telecommunication. We might have some “memory” for nominations.
 - iv. One annual CSIT Paper Award is to be awarded at either CWIT or BSC. The cash prize for BPA is \$1,000, and may be increased to \$2,000 in the future.

- v. IEEE ComSoc Radio Communications Committee (RCC) will provide technical sponsorship for CSIT BSC on an ongoing basis, which guarantees the proceedings in IEEE Xplore. RCC will appoint three TPC members.

b. Treasurer's Report (Yongyi Mao, presented by Julian Cheng)

- i. CSIT received a check of \$7,600 on Jan 21, 2019 from the organizers of BSC 2018, leading to a net profit of \$7,600 - \$5,000 (seed money) = \$2,600.
- ii. CSIT provided \$8,000 seed money to CWIT 2019.
- iii. Lindsay Tax Service was retained with annual fee \$650 plus tax.
- iv. As of Dec 31, 2017, CSIT investment account had a balance of \$42,003.76.
- v. As of Dec 31, 2018, CSIT investment account had a balance of \$41,186.67.
- vi. As of Dec 29, 2018, CSIT business (cash) account had a balance of \$21,613.09.
- vii. As of Mar 30, 2019, CSIT had total cash and investment of \$20,284.61 (business) + \$42,891.50 (investment) = \$63,176.11.

4. Report on CWIT 2019 (Steve Hranilovic and Tim Davidson)

- a. Paper statistics: 48 submitted, 40 papers (36 contributed + 4 invited), 2 tutorials, 5 plenary speakers, 1 keynote. A total of 11 sessions with final proceedings on IEEE Xplore (thanks to co-sponsorship from ITSoc).
- b. Registration statistics: 34 full registrations + 33 student registrations (= 67 attendees).
- c. Sponsorship: \$10,000 from Fields Institute, \$8,000 from Huawei, \$7,000 from Telus Canada, \$8,000 from CSIT (as seed money), and admin support (Jan Delsey) from McMaster Fac. Eng.
- d. Preliminary Budget: Balance of \$15,090 – Seed money of \$8,000 = Projected net profit \$7,090.

5. BSC 2020 Hosting Proposal (Ha Nguyen)

- a. Ha Nguyen proposed to host BSC 2020 in the City of Saskatoon.

- b. Proposed Dates & Deadlines: May 31 – June 2 (Sun - Tue), submission by Mar 30, decision by May 1, final submission by May 10.
- c. Tentative Committee:
 - General Chair/Assistant General Chair: Ha Nguyen/Eric Salt (Saskatchewan)
 - TPC Chairs: Jean-Yves Chouinard (Laval) Witold Krzymien (Alberta)
 - Industry Chairs: Brian Berscheid, Brian Daku (Saskatchewan)
 - Publication Chair: Francis Bui (Saskatchewan)
 - Treasurer: Ebrahim Bedeer (Saskatchewan)
 - Webmaster: Rory Gowen (Saskatchewan)

- d. A tentative symposium schedule is as follows:

Sunday (May 31): reception and tutorials.

Monday (June 1):

Plenary Talk 9-10am, Machine Learning for Wireless Networks (e.g., Ekram Hossain, Zhu Han)

10:00am to 10:30am for coffee break

10:30am to 12:30am for Invited Papers

12:30pm to 1:30pm for lunch

1:30pm to 3pm for Regular Session 1

3:00pm to 3:30pm for coffee break

3:30pm to 5pm for Regular Session 2

7:00pm to 9pm for Banquet

Tuesday (June 2):

Plenary talk 9-10am, Short-Packet Communications (e.g., Durisi)

10:00am to 10:30am for coffee break

10:30am to 12:30am for Invited Papers

12:30pm to 1:30pm for lunch

1:30pm to 3pm for Regular Session 1

3:00pm to 3:30pm for coffee break

3:30pm to 5pm for Regular Session 2

There is a possibility to make it a two-day event, or make the last day half day.

6. General Discussion of Future Workshops

- a. Jonathan Jedwab at SFU is a possibility.

7. New CSIT Membership Definition

- a. Current Definition: One automatically becomes a member by registering at either CWIT or BSC. A member has the right to participate and vote.

- b. Proposed Definition: Everyone who joins the CSIT mailing list (with an option to unsubscribe) will become a member. In order to become an active member, one has to attend two CSIT events with a six-year period. An active member has the right to vote.
 - c. Motion by Julian Cheng; seconded by Chen Feng. All in favor.
- 8. New Business – No new business
- 9. Adjournment - Motion to adjourn: Julian Cheng. Carried unanimously.