2013 ICAPS Council Meeting Minutes
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Time: 2-6pm, June 9, 2013
Location: Auditorium Antonianum, Viale Alessandro Manzoni, 1 00185 Rome
http://www.auditoriumantonianum.it/contatti/?lang=en
Room: Jacopone da Todi

Participants
- Chris Beck, Mark Boddy, Blai Bonet, Daniel Borrajo, Ronen Brafman, Carmel Domshlak, Simone Fratini (invited, left after ICAPS-13-14 review), Malte Helmert, Joerg Hoffmann, Adele Howe, Angelo Oddi (invited, left after general discussion), Wheeler Ruml (invited, left after ICAPS-13-14 review), Sylvie Thiebaux, Brian Williams, Rao Kambhampati (invited, left after ICAPS-13-14 review).

Formalities
- Review and approval of the minutes of the previous council meeting:
  Minutes were approved.
    - Reviewed Action Items
      To Do: finalise archiving of missing web sites [1999, 2003, 2005, 2012] (Sylvie, Sven)
    - Discussed what to make public from the prior conference reports. Decided to remove budget and sponsorship from report and post with conferences.
    - **To Do:** Edit the 2012 report (Malte) and post it to the conference web site (Adele)
- Election of new council members (Maria Fox and Angelo Oddi). Confirmed.
- Election of new officers (Daniel Borrajo, re-elected as treasurer). Confirmed.

Review of ICAPS 2013 and 2014
    - ICAPS-13 report [Summer School, Doctoral Consortium, program, financial] (Angelo, Daniel, Simone).
    - Suggestion: better coordination for summer school and doctoral consortium funding. **To Do:** seek feedback from Ioannis Refanidis on this issue in preparation of ICAPS-14 (Wheeler).
    - Suggestion: show posters from workshops during the main conference. **To Do:** investigate this possibility for ICAPS-14 (Wheeler).
    - Discussed lack of US student participation in the DC and the conference more generally. **To Do:** encourage and facilitate participation of US students in 2014 . For example, the call for DC participation can state that students can apply to attend the D.C. even if they have attended a previous D.C. (Wheeler)
    - Observed the good number of tutorial proposals. **To Do:** ask Gerard Verfaillie advice on how to achieve the same in 2014 (Wheeler)
    - Discussed the acceptance rate of the conference (ICAPS-13 was higher than usual). The pros and cons of higher acceptance rates are well-known. It was suggested to keep the acceptance rate within reasonable bounds but that impact factor might be more representative of the quality of the conference.

To Do: investigate Google Scholar and Microsoft research impact factor for the conference and post it to the website. (Adele)
- ICAPS-14 preparations [logistics, budget, sponsorship] (Wheeler) Some ideas that were considered: summer school possibly focused on control and robotics (council agreed this would be a good idea), late breaking papers (might be difficult to implement), alternative options for informal/social interactions such as banquet, reception, or beach party.
- Discussed possible co-location with CPAIOR. To Do: contact them. (Chris)

General Discussion
- Fresh blood (Sylvie) Not much turnover in Council and in program/conference chairs for conference.
    o **To Do:** The Council will propose some good candidates and encourage them to take on these positions in the future.
    o **To Do:** Look at mechanisms for how to promote the careers of and retain junior people in the planning community (Chris, Carmel)
- Journal paper track report (Chris) Conclusions: collect feedback from current conference and encourage it for next year. **To Do:** add this to survey (Angelo).
- AAAI proceedings (Sylvie) Reponse of Mike Hamilton to requests of linking videos, producing a single pdf and making overseas shipping affordable was considered. **To Do:** investigate options to reduce the cost and increase the accessibility of the proceedings (Sylvie, Ronen)

ICAPS-15
- Proposals pre-discussion, presentation, questions from Jerusalem (Ronen Brafman and Carmel Domshlak) and Prague (Roman Bartak) proposals
- Debate and vote. Both proposals were viewed as strong. The Jerusalem proposal obtained the majority of the votes and was therefore selected.

Other business
- Multi-agent IPC (Joerg) Suggested that introducing such a new track may need more careful thought.
- Finance update (Daniel) The final tally from ICAPS-2012 may show it in the red. It needs to be reconciled. **To Do**: finalise ICAPS-2012 account (Blai, Daniel)
- Plagiarism software (Adele). IEEE Computer Society is moving toward using iThenticate on conference submissions.
- ICAPS Awards (Sylvie) **To Do:** try to move the deadline earlier. (Sylvie)
- Other initiatives to improve breadth, quality, impact, visibility (All)
- Thanking departing members
- 2014 ICAPS council meeting: June 21, 2:00-6:00 pm, Portsmouth, NH, USA