****This message sent to you on behalf of Paul Croll, VP, Computer Society Technical & Conference Activities Board.****

Dear 2013 TCPAMI Conference Committee Chairs, General Chairs, and Finance Chairs,

The Computer Society Technical & Conference Activities Board is pleased to announce the approval of a significant change in its conference policies. Namely, Computer Society conferences that meet qualifications detailed below will now have the opportunity to reinvest a portion of conference surplus in future-year conferences.

Currently, there is no surplus target for CS conferences, and any conference surplus cannot be used by the conferences in future years. Changes to this policy are meant to stimulate stronger conference management, and to better support the success of Computer Society's leading conferences. The Conference Surplus Reinvestment policy was approved and will be employed from 2013 on, i.e., any 2013 conference surplus may be used by the conference in 2014, according to the rules stated below.
(See also Technical Meeting Handbook section 5.1.9:
http://www.computer.org/portal/documents/707457/1257653/2012_Technical_Meetings_Handbook.pdf)

Conference Surplus Reinvestment Qualifying Criteria and Key Points:
-- Conference must produce at least a $5k surplus (after repayment of any loans, and payment of admin fee)
-- Conference must close its financials within 6 months of the conference end date (this excludes financial steps that are not under the control of the conference, e.g., completion of IEEE's audit, etc.)
-- 25% of the conference surplus* will be made available by the CS to be reinvested in the conference in a future year**
-- After a conference (year x) is financially closed and the conference surplus is known, staff will let the General/Finance Chair of the next yet-to-be-approved conference (for year x+1 or year x+2, depending on timing) know the amount available as "IEEE CS reinvestment" to the next TMS application.
-- Reinvestment funds are available for a single conference year (so may not be spread across multiple future instances)

*Timing between when a conference closes its financials and when the future-year TMS application is being filed will determine which year's conference will receive the surplus reinvestment credited to its TMS application.
**Please note that 50% of the conference surplus is already credited to the sponsoring TC's annual allocation.

Sincerely yours,
Paul

Paul R. Croll
VP, Technical and Conference Activities, IEEE Computer Society

Fellow
Defense Group
CSC
17021 Combs Drive, King George, VA 22485
p: +1 540.644.6224 (direct) | f: +1 540.663.0276| pcroll@csc.com |
www.csc.com