

Technical Committee on Cognitive Networks (TCC)

Awards Committee Procedures & Process

Current version: June 5, 2018

TCCN Chair: Prof. Jianwei Huang (The Chinese University of Hong Kong, China): jwhuang@ie.cuhk.edu.hk

2018 TCCN Recognition Award Committee Chair: Prof. Ekram Hossain (University of Manitoba, Canada): ekram.hossain@umanitoba.ca

2018 TCCN Publication Award Committee Chair: Prof. Geoffrey Li (Georgia Institute of Technology, USA): liye@ece.gatech.edu

Committee Composition

Awardees will be selected by **TCCN Award Committees**. Each award committee will be composed of total of five (5) TCCN members, including the Award Committee Chair. Each type of Award will have its own Award Committee.

For each award committee, the TCCN TC Chair directly appoints two committee members (including the Award Committee Chair), and appoints the rest of the award committee members in consultation with the Award Committee Chair. The TCCN TC Chair determines the term of all the committee members (no more than two years). The terms of all award committee members (including the Chairs) will expire whenever the TCCN TC Chair changes.

Eligibility

The serving TCCN TC Chair, Vice-Chairs, and Secretary are **not eligible** for any award. A member of the award committee is **not eligible** for any TCCN award in the same award cycle. TC Chair, Vice-chairs, Secretary, award committee members, as well as any sitting ComSoc officer (President and VPs) **cannot nominate and/or endorse** candidates for the award.

All award committee members must formally declare any conflict of interest with a nomination and recuse themselves from voting. If due to this rule the number of voting members in an awards committee is less than three (3), the TCCN TC Chair and Award Committee Chair shall jointly seek replacement members for the committee.

Selection Process

Members of IEEE Communications Society are eligible for the award.

The TCCN Award committees are responsible for indicating the individuals selected to receive the awards to the TC chair. All final decisions shall be made by the award committees and approved by TC Chair. Any amendments to selection criteria and the process shall be established by the TCCN Award committee chairs in consultation with the respective committees, and approved by the TC Chair. Each award will have its own nomination and selection procedure. **If the award committee considers that no candidate fulfills the established criteria, no award will be issued regardless of the call for nomination.**

The reviews, voting and any deliberations of the award committee will be strictly confidential. Most committee business will be conducted electronically and the chair will be sole point of contact for all external communications. No correspondence will be sent to nominated or nominating persons or entertained during the process from any other parties. All questions, suggestions and complaints pertaining to the award selection process should be sent to the committee chairs. The TCCN TC chair will act as an Ombudsman for all matters that require the chairs to be excused and oversee any resolution process.

The selected award recipient(s) will be informed via e-mail of the selection. In case the selected award recipient(s) declines the award for any reason, the award will not be given that year. If the recipient(s) cannot attend in person to accept the award at the designated TCCN sponsored conference, or cannot nominate someone to receive the award on their behalf, the award will be mailed to them.

I. TCCN Recognition Award

Criterion

The recognition award is given to (up to) one individual per award cycle who is deemed to have made ***significant and sustained contributions*** to cognitive network community. The intent is to recognize contributions over ***a period of time*** via any of the following modalities including combinations thereof:

- i) Technical or scholarly leadership as evidenced by contributions to standards, patents, leading research, and/or significant project management;
- ii) Meritorious service to the cognitive network community inclusive of IEEE ComSoc, industry and government policy.

Nomination Process

Nominations shall be solicited by the chair of the TCCN TC Award Committee Chair and publicized at TCCN meetings and on the web-site. Use of TCCN mailing list for solicitation is

mandatory. For each nomination, both the nominator and the nominee must be members of IEEE ComSoc.

A nomination must be sent to the TCCN Award Committee Chair (in PDF format) by the closing date given in the solicitation email by the nominator. ***No late or no self-nominations will be considered.***

Format:

A nomination must include a short CV of the nominee, copies of supporting materials and an advocacy statement by the nominator (no more than 300 words) detailing the reasons for nomination.

II. TCCN Publication Award

Criterion

The recognition award is given to (up to) one individual or group per award cycle who are deemed to have made outstanding technical contributions to TCCN. The basis of judgement will be ***archival, peer-reviewed publications in ComSoc conferences and journals over any period prior to the award cycle.*** While the award is intended to generally recognize a ***set*** of contributions to theory and practice of all aspects of TCCN that have withstood the test of time, the Awards committee may choose, at their discretion and based on nominations, to award it for a singular (Best Paper) achievement.

Nomination Process

Nominations shall be solicited by the chair of the TCCN TC Award Committee Chair and publicized at TCCN meetings and on the web-site. Use of TCCN mailing list for solicitation is mandatory. For each nomination, both the nominator and the nominee must be members of IEEE ComSoc.

A nomination must be sent to the TCCN Award Committee Chair (in PDF format) by the closing date given in the solicitation email. ***No late or no self-nominations will be considered.***

Format:

A nomination must include a brief CV of the nominee, copies of supporting materials (publications in ComSoc journals and conferences) that form the basis for the nomination, and an advocacy statement by the nominator (no more than 300 words) detailing the reasons for the nomination.