

Agenda, Council Meeting

16 & 19 October, 2016

Colombo, Sri Lanka

In Attendance:

President	Christian Heipke (CH)
Secretary General	Lena Halounová (LH)
Congress Director	Nicolas Papparoditis (NP)
First Vice President	Chen Jun (CJ)
Second Vice President	Charles Toth (CT)
Treasurer	Songnian Li (SL)

Minutes:

ISPRS Headquarters	Annette Radtke (AR)
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Minutes

1. Opening Remarks

CH welcomed the members and thanked the local organizer for arranging the meeting.

2. Approval of Agenda

The agenda was approved.

3. Review of previous Meetings

3.1. Approval of CM Minutes from July 20, 2016 (Prague)

CM Minutes from July 20, 2016 were approved.

3.2. Review of Council Action List

The action list was updated.

3.3. Matters arising from Prague GA Minutes

The suggestions arising from the report of the Reg. Rep. for Africa were discussed. Cnl will observe the development and take appropriate actions in due time.

Action 16/1012: Cnl to support organizers for regional events, in due time.

The financial items arising from the Treasurer report during the 2016 GA were postponed to the next CM.

4. Science Issues

4.1. ISPRS Slides

The ISPRS set of slides were updated by CH and LH. Cnl Members and, in the absence of any Cnl Member representative, ISPRS event organizers are asked to use a selection of slides, when possible, during the opening ceremony of their events to promote the society.

Action 16/1013: CJ to revise Prague Declaration slide, by Nov. 30, 2016.

Action 16/1014: LH to forward a selection of the ISPRS slides to all ISPRS event organizers, upon approval of events, to use in the event opening, in due time.

4.2. International Programme Committees (IPC) for ISPRS Congress and GSW

For the Geospatial Week 2017 the regulations in place will be adopted, namely that the ISAC Chair or somebody nominated by her/him acts as Chair of the International Programme Committee.

For the Congress a decision will be taken later.

4.3. Review Process and Quality Assurance of Scientific Contributions

A committee was formed in July 2016, after the Prague Congress, to revise the reviewing process and further develop it for future events. The committee is led by NP, members are LH, NP, SZ, FR, and SH. George Vosselman and Uwe Stilla, and possibly other members, are to be approached to join the committee. NP was asked to initiate formation of the committee.

CH mentioned that it is necessary to follow the procedure published on the web in order to ensure the proceedings continue to be indexed in the Web of Science.

Action 16/1015: NP to define a final committee, by Nov. 30, 2016.

Action 16/1016: NP to update of the procedure of the reviewing process used for the Prague Congress and forward it to the committee for discussion, by Dec. 31, 2016.

NP explained the reviewing process planned for the next Congress: two submission types should be offered: (a) extended abstracts followed by final papers, and (b) full papers. It is proposed to use the tool *Easy Chair or ConfTool*.

It is planned to check a set of questions that were used for the Prague Congress and adapt them if necessary which are to be used for all future events (evaluation grid). Another idea is to divide the sessions/papers into the following categories: research, application.

4.4. Scientific Initiative

The call for Scientific Initiatives was issued on September 19, 2016. WG officers should support proposals for projects submitted by their WG members which will advance ISPRS. A selection committee consisting of SL, CT and NP will evaluate the submissions received. The final approval will come from Cnl. Deadlines and more details are available at the web (<http://www.isprs.org/Default.aspx>).

4.5. ICSU Grant Proposal - see 12.3

4.6. Proposal of shared Web portal

Qihao Weng (QW) asked for ISPRS support of a portal named *Remote Sensing E-community for Digital imaGe procESSing (RS-EDGES)* to facilitate on-line and off-line learning and knowledge sharing, a website. Council decided to support the project. The ISPRS web site can be used to promote the project and the information can be distributed via the ISPRS contact list.

Action 16/1017: LH to inform QW that ISPRS will offer him technical but not financial support, by Oct. 25, 2016.

5. Policy Matters and Society Management

5.1. Council collaborative Decision Making

5.1.1. Internal and External communication of Council

Approval within Cnl is considered granted after 5 days of silence in cases a comment is not explicitly requested.

5.2. ISPRS Document Updating and Management

5.2.1. Preparation and Distribution of printed PR material

First versions of both, the ISPRS brochure and the Congress First Announcement, were distributed at the ACRS by NP. Both versions will be revised by NP based on comments from Cnl. The brochure will then be printed by ISPRS Headquarters and distributed to ISPRS event organizers.

Action 16/1018: NP to forward revised brochure to HQ for printing, by Nov. 30, 2016.

Action 16/1019: AR to initiate printing of ISPRS Brochure for distribution to ISPRS event organizers, by Dec. 15, 2016.

Action 16/1020: NP to prepare the Congress First Announcement, by Dec. 15, 2016.

5.2.2. Digital PR

A strategy for social media is to be developed. CT was nominated to do this with the help of Uwe Stilla and the Student Consortium. Mustafa Üstüner is a contact person for Facebook of the Student Consortium.

Action 16/1021: CT to develop a strategy for social media by Dec. 31, 2016.

5.2.3. Document Management

The new addition of the Green Book is to be published on the web, excluding the appendix. ME should be asked to suggest a suitable page.

All contracts and MoUs are saved on the ISPRS Headquarters Dropbox.

Action 16/1022: LH to forward Green Book excluding the appendix to ME to publish on the web by Nov. 15, 2016.

5.3. Regional Representatives

CH proposed installing a better connection to the Arab States. The name *Arab States* is based on the example of UN-GGIM.

Statutes and Bylaws were consulted which state that only three Regional Representatives are allowed. Thus, the suggestion is to install a Regional Coordinator, instead. LH suggested to first ask the respective OdM, CH offered to write such a letter.

Action 16/1023: CH to write a letter to OdM to inform Ordinary Members about a new position for connection between ISPRS and Arab States, by Nov.30, 2016

5.4. Students and Student Age

Participants registering as students at ISPRS events are to produce proof of matriculation as full time student in Geomatics or related field. An age limit will not be used in the future. The same terms should be implemented for Congress and the Symposia.

Action 16/1024: LH to update Symposium Contract texts according to the new rule for student age limit, by Nov. 30, 2016.

5.5. Geospatial Week 2017

The GSW contract was signed by CH and Deren Li. The International Programme Committee was discussed and the Chinese group will approach ISAC Chair Ian Dowman to chair this Committee.

The reviewing system was briefly discussed. It was noted that at the GSW 2015, a framework for events and reviewing, using *Easy Chair*, was offered to each workshop by the GSW Director.

6. Review of Technical Commission structure

6.1. Review of TC proposal for WG structure and ToRs

All TCPs delivered the structure and details of the future WGs. Based on the presentations and the comments received by ISAC, Cnl approved the proposals of the TCPs, assuming that given comments for single WGs are being taken into consideration.

The discussion about new WG officers confirmed that ISPRS should always focus on good international distribution of WG officers. It was agreed that a single person may only hold one position.

6.2. ISAC comments

ISAC was asked to review the proposed TC structures and prepared an evaluation which was forwarded to TCPs.

6.3. Dates and Locations of Mid-term Symposia 2018

Comm	Date	Location	Country
I	October 9-14	Karlsruhe	Germany
II	June 4-7, or July 3-6	Riva del Garda	Italy
III	May 6-8	Beijing (or Tianjin)	China
IV	end of Oct. or beginning of Nov	Delft	The Netherlands
V	Dec. 10-14	New Delhi	India

Locations and dates are tentative and should be finalized as soon as possible.

Action 16/1025: LH to liaise with TCPs in order to finalize location and dates of the Mid-term Symposia, by Nov. 30, 2016.

6.4. Symposium Contract

In their own interest all TCPs should sign the contract between the organization hosting the symposium and ISPRS at least one year before the Symposium.

7. The XXIV Congress in Nice 2020

7.1. Lessons learned from Prague Congress

Comments were received from LH, from a web questionnaire and from German academia. The evaluations can be helpful for the future CD to improve the 2020 Congress.

NP thanked LH for the comments which he will refer to while planning the Nice Congress.

7.2. Congress Plans for 2020

The date of the Congress is 28 June – 4 July, 2020. NP explained further details and asked for an early signature of the contract to be able to obtain the Congress loan.

Action 16/1026: NP to check the Congress contract and consult with SFPT over its acceptance for signature, by Dec. 31, 2016.

7.3. Congress Promotion Material

NP presented the new ISPRS Brochure with information on the XXIV Congress and post-cards. At the next CM in Nice the Congress venue will be presented onsite.

LH informed NP of steps for Congress PR: ISPRS Brochures and Congress First Announcements should be distributed to all ISPRS events, the Second Announcement (a concise layout of the planned Congress) should go out one and a half years prior to Congress in printed and digital version.

8. ISPRS Membership

8.1. Status of Ordinary, Associate, Sustaining and Regional Members

8.1.1. General Information

Applications for individual membership are continuously being received. The next report to OdM regarding IdM of their country or region will be sent at the end of November.

NP expressed his opinion that ISPRS should offer some service to IdMs. As an example, he suggested developing an ISPRS knowledge portal with videos or audios of oral presentations for open access, also for the use of those who cannot attend ISPRS events.

Action 16/1027: AR to inform OdMs about IdMs of their country, by Nov. 30, 2016.

Action 16/1028: NP to develop a strategy to serve IdMs better, by Feb. 28, 2017.

Action 16/1029: CH to contact Copernicus regarding the possibility to present parts of the proposed Knowledge Portal on the Archives/Annals website by Dec. 31, 2016.

8.1.2. Defaulting Members

A significant number of members find it very difficult to pay the annual membership fees. Personal contacts and networking is seen as the best way to improve the status.

Action 16/1030: Cnl to contact members, who are in arrears, during events/meetings they attend to discuss the payment, permanently.

8.2. Correspondence with Members

8.2.1. Content, Frequency, Medium

Newsletters are disseminated to members every 2-3 months in the form of the ISPRS eBulletin, sent by email to all members and interested persons listed with ME in Stuttgart.

LH reported about her positive experience from the 2016 Congress: a newsletter was distributed every 2-3 months from the Congress Director. The frequency increased as the Congress was approaching to reflect important issues.

8.3. Service provided to Members

Further ideas to provide services to members were discussed. A new service could be to financially assist members, who are otherwise not able and can present a good case, to have papers published in the open access IJGI.

8.4. Outreach

Council member visits to ISPRS members are encouraged, when appropriate, to keep closer relationships and promote common missions.

All meetings visited by Cnl members should be used for presenting ISPRS and its activities.

New contact addresses are to be delivered to ME, to update and enlarge the list of recipients for Congress Newsletters, eBulletins, etc.

Action 16/1031: All Cnl members to deliver contact addresses to ME from meetings and events related to ISPRS, permanently.

9. ISPRS Publications

9.1. e-Bulletin

The editorial responsibility table was updated for the following months. All ISPRS members are encouraged to publicize articles of interest in the e-Bulletin.

9.2. GIM page, Geoinformatics Page

Responsibilities for the following months were decided.

9.3. Website

The Website is maintained in Stuttgart by Markus English (ME). Council expressed its thanks for his excellent work and incredibly short reaction time.

Council also thanks the Stuttgart University for offering ISPRS this service.

Action 16/1032: LH to write a letter of thanks to ME and Stuttgart University for excellent service to ISPRS by Nov. 30, 2016.

9.4. Archives and Annals, incl. Vol. A from Prague, Research Gate

The International Archives of the Photogrammetry, Remote Sensing and Spatial Information Sciences are now indexed under the Engineering Index.

Vol. A of the Prague Congress is under preparation. It will be distributed to all Council Members once published. All OdM, AsM, RgM and StM will be asked if they prefer a printed or a digital version to determine the number to be printed.

Action 16/1033: LH to ask OdMs, AsMs, RgMs and StMs about printed/digital copies of Vol. A, in due time.

9.5. ISPRS Journal of Ph&RS

DL expressed his desire to implement changes with the Theme Issues. CH and CJ are to meet with DL in Wuhan in the middle of October and will report to Cnl thereafter.

CT is to contact Tobias Wesselius, publisher of IJPRS at Elsevier, and inform him that ISPRS agree to renew DL's contract.

Action 16/1034: CH and CJ to report on meeting with DL to Cnl, by Nov. 15, 2016.

Action 16/1035: CT to contact Elsevier regarding renewal of DL's contract, by Nov. 30, 2016.

9.5.1. Helava Award Jury

Members of the Helava Award jury are:

Powel Boguslawski, University of the West of England, UK

Wolfgang Förstner, Universität Bonn, Germany

Prof. Xiaoli Ding, Hong Kong Polytechnic University

Bing Xu, Tsinghua University of Beijing, China

Anjana Vyas, CEPT University, India

As Uwe Stilla has resigned from the jury, Xiaoli Ding, from the Hong Kong Polytechnic University who was proposed by DL and approved by Council, has accepted his nomination to replace him.

9.6. ISPRS International Journal of Geo-Information

WK would like to receive position papers from Cnl. CT is tasked with collecting information.

CJ and SL are to prepare /are preparing Special Issues position paper by the end of 2016, when possible together with SZ and JJ.

Action 16/1036: LH to contact Jack Dangermond and MDPI to discuss sponsorship for GI publications and report to Cnl, by Dec. 31, 2016.

10. Financial Affairs

10.1. Report from Treasurer

Documents from the previous treasurer JPM have been received by SL. As SL does not yet have access to the UBS accounts, payments are still being made through JPM.

Action 16/1037: CJ is to ask Geoway regarding payment of invoice for Global Land Cover Award, by Nov. 30, 2016.

Action 16/1038: SL to contact Leica for payment of their part of the Helava Award 2016, by Nov. 30, 2016.

10.2. Guidelines for Council Expenses

Guidelines for Council expenses are in place and can be found at (<http://www.isprs.org/documents/guidelines/c-spend.aspx>). SL will produce and distribute a form to be completed when requesting reimbursement of funds.

Action 16/1039: SL to create a form for requesting reimbursement of funds by Nov 30, 2016.

Cnl members are requested to continue to fund travel, where ever possible, from their own organisation's funding. ISPRS funding is to be used frugally and reimbursement is to be requested within a reasonable period of time.

10.3. 2017 Budget

The budget for 2017 is currently being prepared and needs to be finalised in the next few weeks.

Action 16/1040: SL to finalize the budget and distribute it to Cnl by Dec. 10, 2016.

Cnl decided to approve the application from Orhan Altan (OA) to receive financial support for flight to the Radio Science for Humanity WS held in Sophia Antipolis, France, in February 2017. LH informed him about the decision right after the meeting.

SL asked Cnl members to submit to him requests for any costs occurring during 2017 for which they would like to be reimbursed.

Action 16/1041: Cnl members are to submit requests for any costs occurring during 2017 for which they would like to be reimbursed by Nov. 30, 2016.

10.4. TIF Budget and Travel Grant Committee

CH requested to offer travel grants for the ISPRS Hannover Workshop 2017. This request was favourably considered, SL is asked to forward it to TIF.

Action 16/1042: SL to forward the request to offer travel grants for the ISPRS Hannover Workshop to TIF, by Nov. 30, 2016.

10.5. Student Consortium

The submitted budget for 2017 is €14,200 which is €2000 more than the previous year. The increase is requested to assist with travel for students outside of Summer Schools, which was discussed and favorably considered during the Prague Congress.

Cnl discussed the 2017 budget received from the Student Consortium. SL was asked to liaise with MM regarding Student Consortium support in relation to TIF. Decisions will be taken later in 2016.

Action 16/1043: SL to liaise with MM regarding Student Consortium support, by Dec. 31, 2016.

10.6. Income from IJGI

Council will discuss at the next meeting how to use the income from the publisher.

10.7. Prague Finances

The ISPRS income from Congress is € 88 153.00. This income will be reduced for expenses paid by the Congress on behalf of ISPRS.

11. ISPRS Committees

11.1. Report from ISAC

ISAC was busy commenting on the new Commission and WG structure.

11.2. Report from IPAC

Gunther Schreier has advised that interest from a few individuals has been indicated to act as new IPAC members. Cnl approved the list he had submitted.

Action 16/1044: AR to contact GS to deliver final list of IPAC members, by Nov. 15, 2016

11.3. Report from I²AC

CH met the new I²AC Chair, Christian Hoffmann, who intends to set up an info bulletin for I²AC members. ISPRS is to forward eBulletin and GIM info, for his use.

Action 16/1045: AR to forward eBulletin and GIM info to Christian Hoffmann for his intention to set up info bulletin for I²AC, permanently.

12. Relations with International and other Organizations

12.1. GEO

The good collaboration will be continued with the the initiative *Global Land Cover* in which CJ and SL are involved.

12.2. UNOOSA, new project

It was decided to prepare a plan for the continuation of the past cooperation based on the GP STAR project. LH was asked to follow up. A discussion on details will be held during the UNOOSA meeting in Vienna next February.

Action 16/1046: LH to report on continuation of GP STAR discussed at UNOOSA in Vienna on 6 – 9 February 2017 by Feb.15, 2017.

12.3. ICSU, GeoUnions

ISPRS together with IUGG and ICA submitted an application for an ICSU grant entitled: **iMAGe - MAPPING Geoscience Unions to the 2030 Agenda and the Sustainable Development Goals**. Coordinator of the project is Petros Patias. Results will be announced at the beginning of 2017. If successful, the grant would be divided between the three organizations.

The next GA takes place 24 – 26 October, 2017, in Oslo, LH will attend. At the meeting, initial voting will take place, to obtain the preliminary opinion of ICSU and ISSC (International Social Science Council) members on the proposed merge of both organizations.

12.4. SELPER International, MoU

An MoU between SELPER International (RgM of ISPRS from South America) and ISPRS had been drafted. The MoU was approved and is ready to be signed with the President of SELPER International, Luz Angela Rocha Salamanca. NP suggested involving Laurent Polidori in further activities with South America.

Action 16/1047: CH to sign the MoU on behalf of ISPRS during his visit to SELPER, by Nov. 08, 2016.

13. Coming meetings

13.1. Meetings to be attended by Council

To represent the society and to discuss cooperation, Council members regularly attend ISPRS events and events of sister organizations.

13.2. Next Council Meeting

December 7 (or 9), 12:30 mid-day MET, Skype meeting

Action 16/1048: LH to set the exact date after consultation with SL by Nov. 20, 2016

March 17-19, 2017, Nice, France - Friday afternoon until Sunday evening.

14. Any other business

14.1. Skype

An alternative is *GoToMeeting* (GTM). It will be tested in due time.

Action 16/1049: CT to inform Cnl members how to use GTM to test it during the “Skype” meeting in December 2016, by Dec. 15, 2016.

14.2. Awards

Following some suggestions expressed during the Congress, amendments to be thought about are to change the Presidents Honorary Citation to promote younger people and to ensure that the same person does not receive the award more than once.

Terms of reference for the CATCON Award are also required, and the Com. V President should be asked to formulate a draft version. It would include a statement with respect to the possibility to submit and then re-submit a software system at consecutive Congresses.

Action 16/1050: CH to prepare an update for the President's Honorary Citation by Dec. 31, 2016.

Action 16/1051: CH to communicate with the Com. Pres. V in order to formulate a draft version of Terms of Reference for the CATCON by Nov. 20, 2016

15. Closing

CH closed the meeting on Oct. 19, 2016 at 17:50.