

Bylaw
of
International Symposium
on
Wireless Personal Multimedia Communications
(WPMC Bylaw)

Revised on November 25, 2019
(Steering Board Meeting, WPMC2019@Lisbon)

Bylaw of International Symposium
on
Wireless Personal Multimedia Communications

(Title)

ARTICLE 1.

This research conference shall be called the WPMC, short for International Symposium on Wireless Personal Multimedia Communications.

(Status)

ARTICLE 2.

The WPMC is held as a non-profit event.

(Framework)

ARTICLE 3.

The framework of the WPMC is shown in Appendix 1.

(Organizers)

ARTICLE 4.

The WPMC shall be jointly hosted and organized by the National Institute of Information and Communications Technology (hereinafter called as NICT), the YRP R&D Promotion Committee (hereinafter called as YRP), and CGC (CTIF Global Capsule) as well as various organizations in hosting nations as deemed necessary.

(Objective)

ARTICLE 5.

The objective of the WPMC is to continue and accelerate the existing momentum for establishing a global forum for Wireless Personal Multimedia Communications.

The Symposium shall address the issue of research and development activities which are taking place at an intense and breathtaking pace to create future generation wireless communications to lead and navigate the human race in the 21st Century. Under the theme, "SEAMLESS GLOBAL WIRELESS PERSONAL MULTIMEDIA CONNECTIVITY," the WPMC will be held in various countries and regions of the world.

(Steering Board and its members)

ARTICLE 6.

The WPMC shall set up a Steering Board. The Steering Board shall comprise of founding Co-chairs, and a maximum of 12 members from industries and academic

circles as shown in Appendix 2.

(Duties of the Steering Board)

ARTICLE 7.

The Steering Board shall deliberate and decide on the following matters.

- (1) Planning of the WPMC, decision on the conference venue(s), and matters related to the holding and running of the event
- (2) Approval and nomination of the General Chair, Chair of the Organizing Committee, and Chair of the Technical Program Committee
- (3) Approval and nomination of the Advisory Board and members of the Advisory Board
- (4) Approval and nomination of the Honorable Chair of the Steering Board, who has specially contributed to the WPMC for many years
- (5) Other necessary matters concerning the WPMC

(Steering Board Meeting)

ARTICLE 8.

The Steering Board Meeting shall be held as follows.

- (1) At least two Steering Board Meetings will be held every two years
- (2) If a member fails to attend three successive meetings, then he/she will be automatically removed from the Steering Board.
- (3) A new member nominated by Co-chairs, and approved by the Steering Board members, will replace him/her

(Advisory Board and its members)

ARTICLE 9.

The WPMC may set up an Advisory Board.

Chairman of YRP R&D Promotion Committee shall chair the Advisory Board. Members shall comprise representatives from industries and academic circles as shown in Appendix 3.

(Duties of the Advisory Board)

ARTICLE 10.

The Advisory Board shall advise the Steering Board on the following matters.

- (1) Planning of the WPMC, decision on the conference venue(s), and holding and running of the event
- (2) Other necessary matters concerning the WPMC
- (3) Chair will be invited to attend the Steering Board Meeting.
- (4) Other Advisory Board members may attend the Steering Board Meeting as an observer.

(General Chair and his or her duties)

ARTICLE 11.

For each WPMC, a General Chair shall be nominated. The General Chair may attend the Steering Board Meeting as an observer. If necessary, he/she can invite a maximum of two colleagues to attend the meeting. The General Chair shall be selected from the host country, as a general rule, and approved and nominated by the Steering Board. The General Chair shall supervise the holding of the event.

(Organizing Committee and its Members)

ARTICLE 12.

For each WPMC, an Organizing Committee shall be set up. The Chair of the Organizing Committee shall be selected from the host country, as a general rule. Members shall comprise representatives from industries and academic circles. They will be recommended by the Organizing Committee Chair, then approved by the Steering Board.

(Duties of the Organizing Committee)

ARTICLE 13.

The Organizing Committee shall deliberate and decide on the following matters.

- (1) Planning, preparation, fundraising, and holding/organizing the conference
- (2) Establish the committees necessary to operate the WPMC, under the Organizing Committee
- (3) Among the necessary committees, the establishment of the Technical Program Committee and Financial Committee are required as essential committees.
- (4) Basic matters concerning post-conference work
- (5) Other necessary matters concerning the conference

(Technical Program Committee and its Members)

ARTICLE 14.

For each WPMC, a Technical Program Committee shall be set up. Chair of the Technical Program Committee shall be selected for each conference, and approved and nominated by the Steering Board. Members shall comprise representatives from industries and academic circles. They will be recommended by the Organizing Committee Chair, then approved by the Steering Board.

(Duties of the Technical Program Committee)

ARTICLE 15.

The Technical Program Committee shall deliberate and decide on the following matters.

- (1) Reviewing of papers submitted to the WPMC
- (2) Preparation of the WPMC's program

(3) Other necessary matters concerning the WPMC's program

(WPMC Awards)

ARTICLE 16.

WPMC Awards for excellent papers.

- (1) Excellent papers will be selected by the Organizing Committee and awarded at the Award Banquet.
- (2) Awards will be four for general papers, and four for student papers, which should be presented at the WPMC conference.
- (3) Each Award will be given under four names of the Organizing Committee, NICT, YRP and CGC.
- (4) All attendees including students who present the papers are expected to join the Award Banquet.

(Management and administration of expense for operation)

ARTICLE 17.

Procurement of expenses related to the holding of the WPMC shall be as follows.

- (1) The Organizing Committee is responsible for securing, managing and administering the operating expenses for the WPMC.
- (2) In the case there is a deficit, there will be no compensation from any other institutions.
- (3) Expenses shall be through Symposium registration fees, and partially by NICT (Appendix 4) and YRP (Appendix 5).
- (4) Applications for sponsorship by other organization are to be deliberated by the WPMC Steering Board, and shall be approved with majority of members voting in favor of such applications.

(Auditing of accounting)

ARTICLE 18.

Accounting shall be audited by the Financial Committee set up within the Organizing Committee and by NICT.

(Handling of accepted papers)

ARTICLE 19.

Handling of accepted papers shall be as follows.

- (1) Acquire IEEE Technical Co-sponsorship and arrange for the publication of accepted papers in IEEE Xplore.
- (2) Acquire ISBN (International Standard Book Number) for the publication.

(Secretariat)

ARTICLE 20.

A formal agent appointed by NICT shall serve as the secretariat of the WPMC Steering Board.

(Coordination with WPMC Steering Board Secretariat)

ARTICLE 21.

Cooperation between Organizing Committee and the Secretariat should be as follows.

- (1) The Organizing Committee shall designate a counterpart to closely coordinate with WPMC Steering Board Secretariat to ensure the smooth operation of the conference. The WPMC Steering Board Secretariat shall be named by NICT
- (2) The designated counterpart shall provide information and operate according to the WPMC procedure guidelines.
- (3) To ensure smooth operation and account processing, it is highly recommended that the counterpart should be a private business entity specialized in conference management.

(Submission of report)

ARTICLE 22.

Reports of the WPMC shall be submitted to WPMC Steering Board.

- (1) The Organizing Committee is to submit a rough completion report to the WPMC
- (2) Steering Board Secretariat within 7 days from the completion of the conference.
- (3) 30 days from the completion of the conference is the closing date for the submission of the final completion report.

(Post-conference responsibilities of the Organizing Committee)

ARTICLE 23.

Post-conference responsibilities of the Organizing Committee shall be as follows.

- (1) The Organizing Committee must name a point of contact who will be responsible for coordination until the completion of all duties, such as report submission and account processing.
- (2) Members of the Organizing Committee shall make a presentation on the operation of the conference at the WPMC Steering Board meeting in the following year.

(Revision of the provisions)

ARTICLE 24.

The provisions outlined herewith may be revised with the approval of a majority of the Steering Board members.

(Effective)

Article 25.

This bylaw shall become effective on September 1, 2000.

- Enacted July 27, 2000
- Revised December 18, 2017 (Steering Board Meeting, WPMC2017@Yogyakarta, Indonesia)
- Revised on November 26, 2018 (Steering Board Meeting, WPMC2018@Chiang Rai, Thailand)
- Revised on November 25, 2019 @Steering Board Meeting, WPMC2019@Lisbon, Portugal)

Appendix 1

Framework of the WPMC Organization

- (1) WPMC Steering Board (Articles 6, 7, 8)
- (2) Honorable Chair (Article 7)
 - Co-chairs (Articles 6)
 - Board Members (Article 6, 7, 8)
 - Secretariat (Article 19, 23)
- (3) Advisory Board (Articles 9, 10)
 - Chair (Articles 9, 10)
 - Board Members (Articles 9, 10)
- (4) General Chair (Article 11)
- (5) Organizing Committee (Articles 12, 13)
 - Chair (Articles 12, 13)
 - Members (Articles 12, 13)
- (6) Technical Program Committee (Articles 14, 15)
 - Chair (Articles 14, 15)
 - Members (Articles 14, 15)
- (7) Expense, Auditing and Accounting (Articles 16, 17)

Appendix 2

WPMC Steering Board Members

Honorable Chair

Professor Hideki IMAI

Professor Emeritus of Tokyo University

Japan

Co-chairs

Professor Ramjee PRASAD

Department of Business Development and Technology, Aarhus University

Denmark

Dr. Shingo OHMORI

Vice President, YRP R&D Promotion Committee

Japan

Professor Hiroshi Harada

Kyoto University

Japan

Members

Professor Fumiyuki ADACHI, Tohoku University, Japan

Professor Ryuji Kohno, Yokohama National University, Japan

Professor Peter Lindgren, Aarhus University, Aarhus University, Denmark

Professor Fredric Harris, University of California San Diego, USA

Dr. Anand Raghawa Prasad, NEC Corporation, Japan

Professor Uma S. Jha, University of California San Diego, USA

Appendix 3

WPMC Advisory Board List of Members

Chair

Professor Emeritus, Dr. Mitsutoshi Hatori

YRP R&D Promotion Committee

Japan

Members

Professor Kazi M. Ahmed

School of Advanced Technologies Asian Institute of Technology

Thailand

Professor Paul Walter

Baier Electrotechnical Department Universitaet Kaiserslautern

Germany

Professor Ezio Biglieri

Dipartimento di Elettronica, Politecnico di Torino

Italy

Professor Byeong Gi Lee

School of Electrical Engineering

Korea

Professor Jae Hong Lee

School of Electrical Engineering Seoul National University

Korea

Dr. Teng Joon Lim

Centre for Wireless Communications National University of Singapore

Singapore

Professor Elvino Sousa

Dept. of Electrical and Computer Engineering University of Toronto

Canada

Professor Branka Vucetic

School of Electrical and Information Engineering The University of Sydney

Australia