



**IEEE Microwave Theory & Technology Society**

# **2023 MTT-S AdCom**

**AM3 Executive Summary**

**In presence Meeting**

**Hilton Porto Gaia,  
Porto, Portugal**

**22-24 September 2023**

## AdCom 2023 Voting Members

Surname	Name	Position	No.
Carvalho	Nuno Borges	President	1
Bozzi	Maurizio	President-Elect (Elected AdCom – Term Expires 2022)	2
Caverly	Robert	Elected AdCom – Term Expires 2023 & T-MM EiC	3
Chattopadhyay	Goutam	Elected AdCom – Term Expires 2023	4
Che	Wenquan	Elected AdCom – Term Expires 2023 - AdHoc Diversity and Inclusion	5
Kanamaluru	Sridhar	Elected AdCom – Term Expires 2023	6
Ghorbani	Kamran	Elected AdCom – Term Expires 2023 & Treasurer	7
Gong	Xun	Elected AdCom – Term Expires 2023	8
Bardin	Joseph	Elected AdCom – Term Expires 2024	9
Chiao	JC	Elected AdCom – Term Expires 2024	10
Raab	Frederick	Elected AdCom – Term Expires 2024	11
Rayas-Sanchez	Jose	Elected AdCom – Term Expires 2024	12
Shinohara	Naoki	Elected AdCom – Term Expires 2024	13
Sharma	Tushar	Elected AdCom – Term Expires 2024	14
Zhu	Anding	Elected AdCom – Term Expires 2024	15
Akthar	Jaleel	Elected AdCom – Term Expires 2025	16
Buckwalter	James	Elected AdCom – Term Expires 2025	17
Cisco	Terry	Elected AdCom – Term Expires 2025	18

Grosinger	Jasmin	Elected AdCom – Term Expires 2025	19
Hagelauer	Amelie	Elected AdCom – Term Expires 2025	20
Kissinger	Dietmar	Elected AdCom – Term Expires 2025	21
Mehdi	Imran	Elected AdCom – Term Expires 2025	22
Barr	John	Honorary Life Member*	23
Staecker	Peter	Honorary Life Member*	
Modelski	Jozef	Honorary Life Member*	24
Schindler	Manfred	Honorary Life Member*	
Snyder	Richard	Honorary Life Member*	25
Henderson	Rashaunda	Past President 1	26
Lyons	Gregory	Past President 2	27
Abunjaileh	Alaa	Past President 3	28
Gomez-Garcia	Roberto	MWCL EiC	29
Llombart	Nuria	T-TST EiC	30
Suarez	Almudena	T-MTT EiC	31
Siegel	Peter	JoM EiC	32
Barros	Sara	Ad Hoc Young Professional (YP) – President Initiative	33
Eilert	Kim	Ad Hoc Young Professional (YP) – President Initiative	34
Choudhury	Debabani	Ad Hoc Industry Engagement – President Initiative	35

\* For the AdCom meetings, the Secretary counts the three most senior Honorary Life Members' (HLMs) votes that voted before the end of the ballot period. The HLMs as a group agreed to this arrangement of the seniority order (2023 AM1): 1. Peter Staecker, 2. John Barr, 3. Josef Modelski, 4. Manfred Schindler, 5. Richard Snyder. (post-2023 AM1 until the end of 2023 AM2): 1. Peter Staecker, 2. John Barr, 3. Josef Modelski, 4. Richard Snyder, 5. Manfred Schindler.

# Executive Summary

## Highlights

- Announcement of AdCom meeting details for 2024
  - AM1 | 19-21 January 2024 | San Antonio, Texas, USA
  - AM2 | 14-16 June 2024 | Washington DC, USA
  - AM2B | 4 August 2024 | Virtual\*
  - AM3 | 27-29 September 2024 | Porto, Portugal\*

\*Exact meeting details need to be defined.
- Announcement of the 2024 MTT-S AdCom Secretary Anthony Ghiotto
- Announcement of prizes and awards
  - IEEE MTT-S Outstanding Young Engineer Awards to Steven Callender and Kaushik Dasgupta from Industry and Markus Gardill and Chung-Tse Michael Wu from Academia
  - IEEE MTT-S N. Walter Cox Award to Vijay Nair and to Ali Darwish
  - IEEE MTT-S Distinguished Service to Victor Fouad Hanna
  - IEEE MTT-S Distinguished Educator Awards to Jenshan Lin
  - IEEE MTT-S Microwave Application Award to Lei Zhu
  - IEEE MTT-S Pioneer Award to Marian Pospieszalski
  - IEEE MTT-S Career Award to Les Besser
- AdCom election results
  - 2024 President-Elect: Goutam Chattopadhyay
  - 2024–2026 Elected AdCom Voting Members: Wenquan Che, Sridhar Kanamaluru, Kamran Ghorbani, Xun Gong, Valentina Palazzi, Malgorzata Celuch, Zhizang David Chen.

All presentations given at the IEEE MTT-S 2023 AM3 AdCom Meeting can be found at [IEEE MTT-S Sharepoint](#).

## e-Motions

No e-Motions were approved by AdCom since 2023 AM2.

## Motions

The following motions were passed at the IEEE MTT-S 2023 AM3 AdCom Meeting held as an in-person meeting on 22-24 September 2023 in Porto, Portugal.

### Motion 1

Motion on AM3 Consent Agenda

**IEEE MTT-S AdCom approves to adopt the Consent Agenda for AM3, comprised of three motions previously circulated to all AdCom members.**

*Motion made, seconded, and passed unanimously.*

**Motion 2**

Motion on AM3 Agenda

**IEEE MTT-S AdCom approves to adopt the Agenda for AM3.**

*Motion made, seconded, and passed unanimously.*

**Motion 3 [TCFDC Committee]**

**IEEE MTT-S AdCom approves to set up a new Technical Committee (TC) on “Quantum Information Systems and Applications”.**

*Motion passed unanimously.*

**Motion 4 [TCFDC Committee]**

**IEEE MTT-S AdCom approves to set up a new Technical Committee (TC) on “Microwave Materials and Processing Technologies”.**

*Motion passed unanimously.*

**Motion 5 [Awards Committee]**

**The MTT-S AdCom approves the establishment of the IEEE Journal of Electromagnetics, RF and Microwave in Medicine and Biology Best Paper Award.**

*Motion passed unanimously*

**Motion 6 [Awards Committee]**

**The MTT-S AdCom approves the Draft of the Wording of the IEEE Journal of Electromagnetics, RF and Microwave in Medicine and Biology Best Paper Award for joint MTT-S/AP-S submission to TABARC as presented.**

*Motion passed unanimously*

**Title:** IEEE Journal of Electromagnetics, RF and Microwave in Medicine and Biology Best Paper Award

### **Description**

The award recognizes an outstanding technical contribution and/or a paper of exceptional interest and applicability published in the IEEE Journal of Electromagnetics, RF and Microwave in Medicine and Biology in the second calendar year before the award is presented.

### **Administration**

The IEEE Journal of Electromagnetics, RF and Microwave in Medicine and Biology Best Paper Award is administered by the IEEE Journal of Electromagnetics, RF and Microwave in Medicine and Biology Steering Committee, **which consists of the Publication Chairs and representatives of the two partner societies of the Journal (MTT-S and AP-S). The Journal is co-sponsored 50% by MTT-S and 50% by AP-S.**

### **Eligibility**

The IEEE Journal of Electromagnetics, RF and Microwave in Medicine and Biology Best Paper Award will be selected based upon the review and evaluation of the best article published in the IEEE Journal of Electromagnetics, RF and Microwave in Medicine and Biology in the second calendar year before the award is presented. Authors need not be members of the IEEE. Members of the IEEE Journal of Electromagnetics, RF and Microwave in Medicine and Biology Steering Committee, the Awards Chairs and Presidents of the two partner societies are all ineligible to receive the Award. Eligibility and Selection process shall comply with procedures and regulation established in IEEE and Society/Council governing documents, particularly with IEEE Policy 4.4 on Awards Limitations. Previous award winners are not eligible for substantially the same achievements (per IEEE Policies 4.4: An individual shall receive only one award for a given achievement, unless the significance merits a higher award, which may be given in the following year or thereafter.)

### **Prize**

The IEEE Journal of Electromagnetics, RF and Microwave in Medicine and Biology Best Paper Award shall consist of a plaque for each author, and an honorarium in the amount of \$2,000 for a single author, not to exceed \$2,000 for multiple co-authors of the Best Paper. In the case of multiple recipients \$2,000 will be divided equally between the authors. Travel support in the form of reimbursement will be granted, upon prior request, to one (co-)author of the awarded paper, not exceeding a budget decided by the partner societies, and can be provided in the form of partial/full reimbursement of travel and lodging expenses at a conference hotel of the annual symposium of any of the partner societies of the Journal at which the award will be presented. The respective symposium's registration fee will be waived. The details about the budget and the

restrictions about travel support, will be communicated to the (co-)author(s) of the awarded paper.

### **Frequency**

The IEEE Journal of Electromagnetics, RF and Microwave in Medicine and Biology is an annual award. The award will be given only if a suitable awardee is identified.

### **Funds**

**The award will be provided from the IEEE Journal of Electromagnetics, RF and Microwave in Medicine and Biology operating funds.** Multiple recipients of the award are permitted for papers with multiple authors. However, in the case of multiple recipients the total award is limited to \$2,000, shared equally between the author recipients. Reimbursement of travel and lodging expensed should comply with the restrictions and specific budget set up by the partner societies, which shall not exceed \$6,000. The reimbursements will follow IEEE Policies and Procedures.

### **Nominee Solicitation**

Nomination of the recipient of the award will be the responsibility of the IEEE Journal of Electromagnetics, RF and Microwave in Medicine and Biology Steering Committee, which will make its recommendations to the partner societies. Nominations should comply with IEEE Policies and restrictions on awards. Incidents of misconduct including, but not limited to, violations of IEEE's publication policies, will be strongly considered by the Steering Committee and the partner societies and may be grounds for denial of the award.

### **Award Committee**

The Selection Committee for the Award is the Steering Committee of the Journal which is composed of a Chair and from 3 to 25 members. At the end of the evaluation process the Selection Committee makes the recommendation to the two partner societies that approve the final decision and select the winner based on their respective procedures for the selection of Best Paper Awards. The quorum is > 50% of the number of voting members of the Selection Committee. Voting and meetings shall be conducted in accordance with Robert's Rules of Order. The Selection Committee Chair shall have no vote except if the vote is by secret ballot or unless the Chair's vote can change the outcome of the vote. Conflict of Interest concerns shall be disclosed and addressed in accordance with IEEE Policies 9.9 A, B, and C. Any real and perceived conflict of interest (COI) shall be avoided. Anyone with a COI shall recuse themselves from nominating, endorsing, discussing, and evaluating. Individuals serving on any board or committee involved at any stage of the recipient selection or approval process for an award shall be ineligible to receive, or act as a nominator or reference for that award.

### **Schedule**

The award is an annual award for the best paper published in the second calendar year before the award will be presented. The deadline for the paper nominations is 1 June. The award will be

decided by the partner societies before 31 December. The winners will be notified in January of the following calendar year.

### **Selection/Basis for Judging**

The IEEE Journal of Electromagnetics, RF and Microwave in Medicine and Biology Best Paper Award will be selected based upon the review and evaluation of the Selection Committee. Technical excellence, impact, importance of the contribution and presentation will be the fundamental basis for evaluation.

### **Presentation**

The award will be presented **at an Awards Banquet of the annual symposium of any of the partner societies of the Journal, in coordination with the award recipient(s).**

### **Publicity**

The award and its winners will be made public through the partner societies' websites and social media, through an **editorial in the IEEE Journal of Electromagnetics, RF and Microwave in Medicine and Biology and through column articles in the IEEE Microwave Magazine and the IEEE Antennas and Propagation Magazine.**

### **Motion 7 [Awards Committee]**

**The MTT-S AdCom approves the establishment of the IEEE Journal of Multiscale and Multiphysics Computational Techniques Best Paper Award.**

*Motion passed unanimously*

### **Motion 8 [Awards Committee]**

**The MTT-S AdCom approves the Draft of the Wording of the IEEE Journal on Multiscale and Multiphysics Computational Techniques Best Paper Award for joint MTT-S/AP-S/EMC-S submission to TABARC as presented.**

*Motion passed unanimously*

**Title:** IEEE Journal on Multiscale and Multiphysics Computational Techniques Best Paper Award

### **Description**

The award recognizes an outstanding technical contribution and/or a paper of exceptional interest and applicability published in the IEEE Journal on Multiscale and Multiphysics Computational Techniques in the second calendar year before the award is presented.



## **Administration**

The IEEE Journal on Multiscale and Multiphysics Computational Techniques is administered by the IEEE Journal of Electromagnetics, RF and Microwave in Medicine and Biology Steering Committee, **which consists of the Publication Chairs and representatives of the three partner societies of the Journal (MTT-S, AP-S and EMC-S). The Journal is co-sponsored 40% by MTT-S, 40% by AP-S, and 20% by EMC-S.**

## **Eligibility**

The IEEE Journal on Multiscale and Multiphysics Computational Techniques Best Paper Award will be selected based upon the review and evaluation of the best article published in the IEEE Journal on Multiscale and Multiphysics Computational Techniques in the second calendar year before the award is presented. Authors need not be members of the IEEE. Members of the IEEE Journal on Multiscale and Multiphysics Computational Techniques Steering Committee, the Awards Chairs and Presidents of the three partner societies are all ineligible to receive the Award. Eligibility and Selection process shall comply with procedures and regulation established in IEEE and Society/Council governing documents, particularly with IEEE Policy 4.4 on Awards Limitations. Previous award winners are not eligible for substantially the same achievements (per IEEE Policies 4.4: An individual shall receive only one award for a given achievement, unless the significance merits a higher award, which may be given in the following year or thereafter.)

## **Prize**

The IEEE Journal on Multiscale and Multiphysics Computational Techniques Best Paper Award shall consist of a plaque for each author, and an honorarium in the amount of \$2,000 for a single author, not to exceed \$2,000 for multiple co-authors of the Best Paper. In the case of multiple recipients \$2,000 will be divided equally between the authors. Travel support in the form of reimbursement will be granted, upon prior request, to one (co-)author of the awarded paper, not exceeding a budget decided by the partner societies, and can be provided in the form of partial/full reimbursement of travel and lodging expenses at a conference hotel of the annual symposium of any of the partner societies of the Journal at which the award will be presented. The respective symposium's registration fee will be waived. The details about the budget and the restrictions about travel support, will be communicated to the (co-)author(s) of the awarded paper.

## **Frequency**

The IEEE Journal on Multiscale and Multiphysics Computational Techniques is an annual award. The award will be given only if a suitable awardee is identified.

## **Funds**

**The award will be provided from the IEEE Journal on Multiscale and Multiphysics Computational Techniques operating funds.**

Multiple recipients of the award are permitted for papers with multiple authors. However, in the case of multiple recipients the total award is limited to \$2,000, shared equally between the author recipients. Reimbursement of travel and lodging expensed should comply with the restrictions and specific budget set up by the partner societies, which shall not exceed \$6,000. The reimbursements will follow IEEE Policies and Procedures.

### **Nominee Solicitation**

Nomination of the recipient of the award will be the responsibility of the IEEE Journal on Multiscale and Multiphysics Computational Techniques Steering Committee, which will make its recommendations to the partner societies. Nominations should comply with IEEE Policies and restrictions on awards. Incidents of misconduct including, but not limited to, violations of IEEE's publication policies, will be strongly considered by the Steering Committee and the partner societies and may be grounds for denial of the award.

### **Award Committee**

The Selection Committee for the Award is the Steering Committee of the Journal which is composed of a Chair and from 3 to 25 members. At the end of the evaluation process the Selection Committee makes the recommendation to the two partner societies that approve the final decision and select the winner based on their respective procedures for the selection of Best Paper Awards. The quorum is > 50% of the number of voting members of the Selection Committee. Voting and meetings shall be conducted in accordance with Robert's Rules of Order. The Selection Committee Chair shall have no vote except if the vote is by secret ballot or unless the Chair's vote can change the outcome of the vote. Conflict of Interest concerns shall be disclosed and addressed in accordance with IEEE Policies 9.9 A, B, and C. Any real and perceived conflict of interest (COI) shall be avoided. Anyone with a COI shall recuse themselves from nominating, endorsing, discussing, and evaluating. Individuals serving on any board or committee involved at any stage of the recipient selection or approval process for an award shall be ineligible to receive, or act as a nominator or reference for that award.

### **Schedule**

The award is an annual award for the best paper published in the second calendar year before the award will be presented. The deadline for the paper nominations is 1 June. The award will be decided by the partner societies before 31 December. The winners will be notified in January of the following calendar year.

### **Selection/Basis for Judging**

The IEEE Journal on Multiscale and Multiphysics Computational Techniques Best Paper Award will be selected based upon the review and evaluation of the Selection Committee. Technical excellence, impact, importance of the contribution and presentation will be the fundamental basis for evaluation.

## Presentation

The award will be **presented at an Awards Banquet of the annual symposium of any of the partner societies of the Journal, in coordination with the award recipient(s).**

## Publicity

The award and its winners will be made public through the partner societies' websites and social media, through an **editorial in the IEEE Journal on Multiscale and Multiphysics Computational Techniques and through column articles in the IEEE Microwave Magazine, the IEEE Antennas and Propagation Magazine, and the IEEE Electromagnetic Compatibility Magazine.**

## Motion 9 [Operations]

**IEEE MTT-S AdCom approves a grant of \$50K to the National Electronics Museum to move its historic World War II era SCR-270 "Pearl Harbor" radar antenna to the Museum's new location in Hunt Valley, Maryland, using the 50% rule funding in 2023.**

*Motion passed unanimously.*

## Motion 10 [IMSEC]

**IEEE MTT-S AdCom approves \$50K budget to support retaining a consultant branding agency, using the 50% rule funding in 2024.**

*Motion passed unanimously.*

**Rationale:** This is a request to retain a consultant branding firm to guide the rebranding process for the Task Force on the IMS Organization Model. The branding team is currently receiving proposals and preparing to select an agency to work with. A professional agency was used during the IMS branding process in 2013.

**Estimated Cost:** Funds will be used to pay the branding agency for charges.

## Motion 11 [MarCom]

Motion on Media Channel(s) Sales Representatives

**IEEE MTT-S AdCom approves the award of a three-year contract covering 2024 – 2026 for the MTT-S Media Channel(s) Sales Representative to Naylor LLC, subject to final negotiation and IEEE approval of contract.**

*Motion passed unanimously*

### **Motion 12 [MarCom]**

Motion on MTT-S Website Sponsorships

**IEEE MTT-S AdCom approves the use of the MTT-S main website landing page (<https://mtt.org/>) and other MTT-S website pages excluding publications pages for the placement of paid sponsorships, which are reviewed and approved by the MTT-S MarCom committee to be in accordance with the IEEE and MTT-S guidelines.**

*Motion passed (18 in favor, 2 abstain and 2 contrary).*

### **Motion 13 [YP]**

**IEEE MTT-S AdCom approves the elevation of the AdHoc Young Professionals Committee to a Standing Committee.**

*Motion passed (22 in favor, 1 abstain).*

### **Motion 14 [YP]**

**IEEE MTT-S approves the appropriate change in the MTT-S Bylaws to reflect the addition of a new Standing Committee with the following description:**

The Young Professionals (YP) Committee shall engage, support and develop the YP membership in the Society and shall maintain records of the Society YP membership. The Committee is responsible for promotion of the Society's interests through maintaining supporting liaison with existing Society (Student) Chapters and promulgating activities that encourage YP membership in the Society. In this liaison position, the YP Committee will also bridge the Society YP community to the IEEE YP community as a whole, encouraging and supporting (Student) Chapters to collaborate with local YP Affinity Groups and Student Branches. The Young Professionals Committee shall disseminate publicity and information of interest on the IEEE YP and the Society YP activities to the (Student Branch) Chapters and to the Society YP membership and YP microwave community. The Committee shall be responsible for promoting YP tracks in MTT-S sponsored (and technically sponsored) conferences and events, creating networking opportunities and offering personal and professional developing tools to MTT-S YP volunteers and YP (future) members of the Society. The Committee shall collaborate with all other (relevant) Committees in the Society on the coordination and generation of YP affiliate programs and assure that this segment of the membership is adequately represented in all facets of the Society.

*Motion passed unanimously.*

### **Motion 15 [Pubs Com]**

**MTT-S AdCom approves 30% financial co-sponsorship of IEEE Radio-Frequency Integrated Circuits Digest (RFIC-D) subject to Scope rephrasing**

*Motion passed unanimously.*

### **Motion 16 [Pubs Com]**

Motion on Accelerated Program Chinese Periodicals.

**MTT-S AdCom agrees to technically co-sponsor the new Chinese journal of Integrated Circuits & Systems.**

*Motion approved unanimously.*

## **Consent Agenda Motions**

The following motions were circulated before the IEEE MTT-S 2023 AM3 AdCom Meeting and approved as the first motion of the IEEE MTT-S 2023 AM3 AdCom Meeting.

- **Motion 1**

Motion to approve the 2023 AM2 AdCom Meeting Minutes

**IEEE MTT-S AdCom approves the 2023 AM2 AdCom Meeting Minutes.**

- **Motion 2 [Awards]**

Motion on the wording of the IEEE Journal of Microwaves Best Paper Awards

**The MTT-S AdCom approves the TABARC-approved text for the IEEE Journal of Microwaves Best Paper Awards**

**Title:** IEEE Journal of Microwaves Best Paper Award

**Description**

The award recognizes an outstanding technical contribution and/or a paper of exceptional interest and applicability published in the IEEE Journal of Microwaves second calendar year before the award is presented.

**Administration**

The IEEE Journal of Microwaves Best Paper Award is administered by the IEEE Journal of Microwaves Best Paper Selection Committee which is a subcommittee of the IEEE MTT-S Award Committee.

### **Eligibility**

The IEEE Journal of Microwaves Best Paper Award will be selected based upon the review and evaluation of the best article published in the IEEE Journal of Microwaves the second calendar year before the award is presented. Authors need not be a member of IEEE. Members of the Journal of Microwaves Best Paper Award Selection Committee, the Awards Chair and the MTT-S President are all ineligible to receive the Award. Eligibility and Selection process shall comply with procedures and regulation established in IEEE and Society/Council governing documents, particularly with IEEE Policy 4.4 on Awards Limitations. Previous award winners are not eligible for substantially the same achievements (per IEEE Policies 4.4: An individual shall receive only one award for a given achievement, unless the significance merits a higher award, which may be given in the following year or thereafter.)

### **Prize**

The IEEE Journal of Microwaves Best Paper Award shall consist of a plaque for each author, and an honorarium in the amount of \$2,000 for a single author recipient, not to exceed \$2,000 for multiple co-authors of the Best Paper. In the case of multiple recipients \$2,000 will be divided equally between the authors. Travel support in the form of reimbursement will be granted, upon prior request, to one (co-)author of the awarded paper, not exceeding a budget decided by the Society, and can be provided in the form of partial/full reimbursement of travel and lodging expenses at a conference hotel of the IEEE MTT-S International Microwave Symposium. The Symposium's registration fee will be waived. The details about the budget and the restrictions about travel support, will be communicated to the (co-)author(s) of the awarded paper.

### **Frequency**

The IEEE Journal of Microwaves Best Paper Award is an annual award. The award will be given only if a suitable awardee is identified.

### **Funds**

The award will be provided from the IEEE MTT-S operating funds. The society's budget includes the amount for this award and the budget is net positive with the inclusion of the award. Multiple recipients of the award are permitted for papers with multiple authors. However, in the case of multiple recipients the total award is limited to \$2,000, shared equally between the author recipients. Reimbursement of travel and lodging expenses should comply with the restrictions and specific budget set up by the Society, which shall not exceed \$6,000. The reimbursements will follow IEEE Policies and Procedures.

### **Nominee Solicitation**

Nomination of the recipient of the award will be the responsibility of the IEEE Journal of Microwaves Best Paper Selection Committee, which will make its recommendations to the MTT-S President. Nominations should comply with IEEE Policies and restrictions on awards. Incidents of misconduct including, but not limited to, violations of IEEE's publication policies, will be strongly considered by the selection committee and the MTT-S President and may be grounds for denial of the award.

### **Award Committee**

The Selection Committee is composed of a Chair and from 3 to 25 members. The Selection Committee Chair is appointed by the IEEE MTT-S Awards Chair and the

Selection Committee members are appointed by the Selection Committee Chair. Member's term is two years with a maximum of two consecutive terms and any other combination not exceeding 4 years. At the end of the evaluation process the Selection Committee makes the recommendation to the MTT-S President, who approves the final decision and selects the winner of the award. The quorum is > 50% of the number of voting members of the Selection Committee. Voting and meetings shall be conducted in accordance with Robert's Rules of Order. The Selection Committee Chair shall have no vote except if the vote is by secret ballot or unless the Chair's vote can change the outcome of the vote. Conflict of Interest concerns shall be disclosed and addressed in accordance with IEEE Policies 9.9 A, B, and C. Any real and perceived conflict of interest (COI) shall be avoided. Anyone with a COI shall recuse themselves from nominating, endorsing, discussing, and evaluating. Individuals serving on any board or committee involved at any stage of the recipient selection or approval process for an award shall be ineligible to receive, or act as a nominator or reference for that award.

#### **Schedule**

The award is an annual award for the best paper published the second calendar year before the award will be presented. The deadline for the nomination is 1 June. The award will be decided by the MTT-S President before 31 December. The winners will be notified after the first meeting of the MTT-S AdCom in the following calendar year.

#### **Selection/Basis for Judging**

The IEEE Journal of Microwaves Best Paper Award will be selected based upon the review and evaluation of the Selection Committee. Technical excellence, impact, importance of the contribution and presentation will be the fundamental basis for evaluation.

#### **Presentation**

The award will be presented during the IEEE MTT-S AdCom Awards Banquet held during the annual IEEE/MTT-S International Microwave Symposium.

#### **Publicity**

The award and its winners will be made public through IEEE MTT-S's website and social media, through an editorial in the IEEE Journal of Microwaves and through a column article in the IEEE Microwave Magazine.

- **Motion 3 [Awards]**

Motion on the wording of the other four Best Paper Awards

**The MTT-S AdCom approves the text block modifications as presented and the submission of the modified wordings to TABARC for approval.**

In what follows, **only the remaining/deleted award specifics** which shall be modified **are shown in red color**.

#### **IEEE Microwave Magazine**

In addition to the name of the award and the name of its Selection Committee there is only **one modification** compared to the IEEE Journal of Microwaves wording, which is as follows:

### **Publicity**

The award and its winners will be made public through IEEE MTT-S's website and social media, ~~through an editorial in the IEEE Journal of Microwaves~~ and through a column article in the IEEE Microwave Magazine.

### **IEEE Tatsuo Itoh (Microwave and Wireless Letters) Award**

In addition to the name of the award and the name of its Selection Committee there is only **one modification** compared to the IEEE Journal of Microwaves wording, which is as follows:

### **Publicity**

The award and its winners will be made public through IEEE MTT-S's website and social media, ~~through an editorial in the IEEE Journal of Microwaves~~ **through an editorial in the IEEE Microwave and Wireless Technology Letters** and through a column article in the IEEE Microwave Magazine.

### **IEEE Transactions on Terahertz Science and Technology Best Paper Award**

In addition to the name of the award and the name of its Selection Committee there is only **one modification** compared to the IEEE Journal of Microwaves wording, which is as follows:

### **Publicity**

The award and its winners will be made public through IEEE MTT-S's website and social media, ~~through an editorial in the IEEE Journal of Microwaves~~ **through an editorial in the IEEE Transactions on Terahertz Science and Technology Best Paper Award** and through a column article in the IEEE Microwave Magazine.

### **IEEE Microwave Prize**

In addition to the name of the award and the name of its Selection Committee there are **four modifications** compared to the IEEE Journal of Microwaves wording, which is as follows:

### **Description**

The award recognizes ~~an outstanding technical contribution and/or a paper of exceptional interest and applicability published in the IEEE Journal of Microwaves~~ **the most significant contribution by a published paper to the field of interest of the**



Microwave Theory and Techniques Society published in the second calendar year before the award is presented.

## Prize

The ~~IEEE Journal of Microwaves Best Paper Award~~ Microwave Prize shall consist of a plaque for each author, and an honorarium in the amount of ~~\$2,000~~ \$1,500 for a single author recipient, not to exceed ~~\$2,000~~ \$3,500 for multiple co-authors of the Best Paper. In the case of multiple recipients ~~\$2,000~~ \$3,500 will be divided equally between the authors. Travel support in the form of reimbursement will be granted, upon prior request, to one (co-)author of the awarded paper, not exceeding a budget decided by the Society, and can be provided in the form of partial/full reimbursement of travel and lodging expenses at a conference hotel of the IEEE MTT-S International Microwave Symposium. The Symposium's registration fee will be waived. The details about the budget and the restrictions about travel support, will be communicated to the (co-)author(s) of the awarded paper.

## Funds

The award will be provided from the IEEE MTT-S operating funds. The society's budget includes the amount for this award and the budget is net positive with the inclusion of the award. Multiple recipients of the award are permitted for papers with multiple authors. However, in the case of multiple recipients the total award is limited to ~~\$2,000~~ \$3,500, shared equally between the author recipients. Reimbursement of travel and lodging expenses should comply with the restrictions and specific budget set up by the Society, which shall not exceed \$6,000. The reimbursements will follow IEEE Policies and Procedures.

## Publicity

The award and its winners will be made public through IEEE MTT-S's website and social media, ~~through an editorial in the IEEE Journal of Microwaves~~ and through a column article in the IEEE Microwave Magazine.

- **Motion 4 [M&S]**

Motion on the financial sponsorship of the 2024 IEEE International Microwave Biomedical Conference (IMBioC 2024)

**IEEE MTT-S AdCom agrees to 100% Financially Sponsor the 2024 IEEE International Microwave Biomedical Conference (IMBioC 2024) with a loan of \$10,000.**

- **Motion 5 [M&S]**

Motion on financial sponsorship of the IEEE International Microwave and Antennas Symposium

**IEEE MTT-S agrees to 50% Financially Co-Sponsor the 2024 IEEE International Microwave and Antennas Symposium (IMAS 2024) with a loan of \$15,000, pending Budget Committee approval.**

- **Motion 6 [IMSEC]**

Motion on IMS2025 loan increase

**IEEE MTT-S AdCom approves an additional \$75K loan to IMS2025 to cover initial expenses and deposits, bringing the total loan amount to \$150K**

- **Motion 7 [IMSEC]**

Motion on IMS2026 loan

**IEEE MTT-S AdCom approves \$150K loan to IMS2026 to cover initial expenses and deposits.**

- **Motion 8 [IMSEC]**

Motion on IMS2027 loan

**IEEE MTT-S AdCom approves \$150K loan to IMS2027 to cover initial expenses and deposits.**

- **Motion 9 [Pubs Com]**

Motion on extra pages for IEEE Journal of Microwaves

**AdCom approves to increase the 2023 page budget of IEEE Journal of Microwaves by 100 pages for a cost of \$1,708.**