

IEEE SIGNAL PROCESSING SOCIETY CONFERENCE PROPOSAL GUIDELINES

- Reasons to consider (city) for (conference) (year), such as:
 - strong signal processing community from which to draw;
 - appropriate conference venue (convention center or hotel) with meeting rooms and capacity for 2000+ participants, inclusive of conference and technical meetings (or adjacent hotel with capacity for technical committee meetings);
 - venue with food & beverage service accommodations;
 - variety of hotels within reasonable distance from conference venue and at different pricing levels;
 - safety, cleanliness;
 - airport access;
 - visa consideration regarding speakers and attendees;
 - public transportation;
 - social program recommendations.
- Local attractions and activities.
- Committee members should have good knowledge of finances, or have an educational background in finance.
- Student paper contest.
- Ability of committee member(s) to write grant proposals – monies received to be used as awards or travel grants.
- A proposed budget for the conference with a 20% surplus.
- Understanding that all registrations will be done in the U.S.
- Understanding of local banking laws.
- Opportunity for people to “get away.”
- Avoid holidays – Easter/Passover.
- Local arrangements chair should live in the area

ICASSP

- For ICASSP, no repetition of a site before ten (10) years has passed (see additional notes of past ICASSP venues).
- Reasonable weather in March or April; avoid May, as it’s too late in the season for committees to begin the current year’s operation. May also interfere with university final exam schedules.

ICIP

- Reasonable weather in October and November. Avoid December as it may also interfere with university final exam schedules.

ANNUAL CONFERENCE VENUES

(Past, Present and Future)

ICASSP

2015	<i>Brisbane*</i>	2004	Montreal
2014	Florence	2003	Hong Kong (cxl'd)
2013	Vancouver	2002	Orlando
2012	Kyoto	2001	Salt Lake City
2011	Prague **	2000	Istanbul
2010	Dallas	1999	Phoenix
2009	Taiwan	1998	Seattle
2008	Las Vegas	1997	Munich
2007	Hawaii	1996	Atlanta
2006	Toulouse	1995	Detroit
2005	Philadelphia	1994	Adelaide

*Brisbane's proposal is pending final approval.

** Reminder - the ICASSP rotation was eliminated during the October 2006 Conference Board Meeting in Atlanta, GA, during the ICIP 2006 Conference. Traditionally, 2011 would have been in North America

ICIP

2015	<i>Open</i>	2004	Singapore
2014	<i>Open</i>	2003	Barcelona
2013	Melbourne	2002	Rochester
2012	Orlando	2001	Greece
2011	Brussels	2000	Vancouver
2010	Hong Kong	1999	Kobe
2009	Cairo	1998	Chicago
2008	San Diego	1997	Santa Barbara
2007	San Antonio	1996	Lausanne
2006	Atlanta	1995	Crystal City
2005	Genoa	1994	Austin