

Regulations Governing Information and Systems Society Awards

Established on March 24, 2004

(Amended Dec 2, 2008)

(Amended April 22, 2011)

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(Amended March 22, 2013)

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(Amended June 25, 2018)

Information and System Society (herein after referred to as "ISS")

Section 1: General Provisions

Article 1 Persons with distinguished achievements or services in academic or related activities in the fields of information processing, information communications, or information sharing shall be given awards in accordance with these Regulations.

Article 2 There are the following types of award:

- (1) The ISS Distinguished Contribution Award
- (2) The ISS Distinguished Achievement Award (There are two types of award: (i) The ISS Distinguished Service Award and (ii) The ISS Distinguished Reviewer Award)
- (3) The ISS Certificate of Appreciation on Editorial Service
- (4) The ISS Excellent Paper Award.

Article 3 A Selection Committee shall be established for each type of award listed in the previous Article, and a Chair shall be appointed for each of these Committees.

Article 4 The recipients of Awards (1) and (2) in Article 2 shall be decided in accordance with a report submitted by the Chair of the respective Committee to the ISS Board of Directors (hereinafter referred to as the "Society Board of Directors"). The recipients of Award (3) in Article 2 shall be decided by the ISS Board of Directors by vote based on a report submitted by the Chair of the Selection Committee (3) referred to in Article 3.

Article 5 The certificate and other related items for each Award shall be presented at a General Conference, Society Conference, or other conference that may replace the aforementioned, or on other appropriate occasions.

Article 6 When Awards have been conferred as stipulated in the previous Article, the names and achievements of the recipients shall be announced in the Journal of the IEICE, in the ISS Journal, and on the ISS website without delay.

Section 2: ISS Distinguished Contribution Award

Article 7 The ISS Distinguished Contribution Award shall be given, in accordance with these Regulations, to persons who have made distinguished contributions to the development in the field of information and systems over a long period.

Article 8 A certificate shall be presented to the recipient of the ISS Distinguished Contribution Award.

Section 3: ISS Distinguished Achievement Award

Article 9 There are two types of the ISS Distinguished Achievement Award: (i) The ISS Distinguished Service Award and (ii) The ISS Distinguished Reviewer Award.

2. The ISS Distinguished Service Award shall be given, in accordance with these Regulations, to persons who have made distinguished achievements in activities relating to the operation of the ISS and who have not yet received this Award.

3. The ISS Distinguished Reviewer Award commends the individual who has remarkable achievements as a reviewer according to this regulation in either the Japanese or English Editions of the IEICE Transactions on Information and Systems. In the case of this Award, even if a person has already received the Award, when the contribution after the first Award is remarkable, an Award for the second time is not barred.

4. The current members of the ISS Board of Directors, and Fellows shall not be considered as candidates for this Award.

Article 10 A certificate shall be presented to the recipient of the ISS Distinguished Achievement Award.

Section 4: ISS Excellent Paper Award

Article 11 The ISS Excellent Paper Award shall be given, in accordance with these Regulations, to persons who have made distinguished achievements in academic or related activities in the fields of information processing, information communications or information sharing.

Article 12 The ISS Excellent Paper Award shall be given to the author(s) of an excellent paper (in principle only one paper) in each of the four paper categories: survey paper / review paper, foresight paper, paper series, and system development paper. It shall be selected with a long-term perspective from among the papers (except for letters) that have appeared in either the Japanese or English Editions of the IEICE Transactions on Information and Systems. In principle, multiple papers should be evaluated as the candidates from each category.

Article 13 The papers that may be selected shall be those that appeared in the period specified as follows. However, any papers for which a Best Paper Award of the IEICE has been given may not be selected.

(1) Survey paper / Review paper

Outstanding paper from among survey papers, in either Japanese or English that appeared in either the Japanese or English Editions during a period of four years ending September 30 of the year before the last.

(2) Foresight paper

Outstanding paper of newly recognized value, selected from among papers that appeared in either the Japanese or English Editions during a period of four years ending September 30 of the year before the last.

(3) Paper series

An excellent series of papers written by the same author(s), selected from among papers that appeared in either the Japanese or English Editions during a period of five years ending September 30 of the previous year. However, if a Best Paper Award of the IEICE or an ISS Excellent Paper Award has been given to any of the papers in the series, that series may not be selected.

(4) System development paper

Outstanding paper from among system development papers, in either Japanese or English that appeared in either the Japanese or English Editions during a period of four years ending September 30 of the year before the last.

Article 14 A certificate, a medal, and cash prize shall be presented to the recipient of the ISS Excellent Paper Award. The amount of the cash prize shall be 100,000 yen per award, that is, the cash prize shall be 100,000 yen per survey paper / review paper, per foresight paper, per paper series, and per system development paper.

Article 15 If a paper for which an award is given is coauthored, all coauthors shall share the award.

Article 16 The ISS Excellent Paper Award may be given to a previous recipient of the same award.

Article 17 The ISS Excellent Paper Award shall be shared between all coauthors, even those who belong to a Society other than the ISS.

Article 18 The ISS Excellent Paper Award for the paper series category shall be shared between all coauthors of the series of papers.

Section 5: The ISS Certificate of Appreciation on Editorial Service

Article 19 The ISS Certificate of Appreciation on Editorial Service shall be given, in accordance with these Regulations, to persons who have made contributions as associate editors during their term in the ISS editorial service.

Article 20 The Editorial Committee of Japanese Edition of Transactions D, and The Editorial Committee of English Edition of Transactions D may recommend possible candidates.

Article 21 The position and the term of their editorial service shall be noted on the ISS Certificate of Appreciation on Editorial Service.

Section 6: Selection Committee for each type of award

Article 22 The recipients of the ISS Distinguished Contribution Award shall be selected by the ISS Board of Directors.

Article 23 The ISS Distinguished Award Selection Committee shall select about ten persons for the ISS Distinguished Service Award and about ten persons for the ISS Distinguished Reviewer Award, and their names will be passed to the ISS Board of Directors.

2. The Chair of the ISS Distinguished Award Selection Committee is the President of the ISS.

The other members of the Committee are as follows:

- a) President-Elect of the ISS
- b) Vice-Presidents of the ISS
- c) Directors of General Affairs of the ISS

3. Each director of the ISS Board of Directors may recommend up to two candidates to the Selection Committee.

4. The Council of Technical Committee Representatives, of the Editorial Committees of the Japanese and English Editions of the Transactions, and of the Editorial Committee of the ISS Journal, may recommend possible candidates to the Selection Committee.
5. The Editorial Committees of the Japanese and English Editions of the Transactions may recommend five possible candidates to the Selection Committee.

Article 24 The recipients of the ISS Excellent Paper Award shall be selected by the ISS Excellent Paper Award Selection Committee, and their names will be passed to the ISS Board of Directors.

2. The Chair of the ISS Excellent Paper Award Selection Committee is the Vice-President (in charge of editing) of the ISS.
The Vice-Chairs are the Editors-in-Chief of the IEICE Trans. Information and Systems (Japanese Edition) and the Editor-in-Chief of the IEICE Trans. Information and Systems.
The Secretaries are the Vice-Editor-in-Chief of the IEICE Trans. Information and Systems (Japanese Edition) and Associate Editor-in-Chief of the IEICE Trans. Information and Systems.
The other members of the committee are as follows:
 - a) Associate Editors of the IEICE Trans. Information and Systems (Japanese Edition)
 - b) Associate Editors of the IEICE Trans. Information and Systems
3. The selections of the recipients shall be made at the beginning of March.

Article 25 The recipients of the ISS Certificate of Appreciation on Editorial Service shall be selected by the ISS Certificate of Appreciation on Editorial Service Selection Committee, and their names will be passed to the ISS Board of Directors.

2. The Chair of the ISS Certificate of Appreciation on Editorial Service Selection Committee is the President of the ISS.
The other members of the committee are as follows:
 - a) President-Elect of the ISS
 - b) Vice-Presidents of the ISS (in charge of editing)where Vice-Presidents of the ISS (in charge of editing) serve as the Secretary.

Article 26 The selection of the candidate recipients and candidate papers for the awards shall be made by each Selection Committee in accordance with the Selection Procedures stipulated separately.

Article 27 Selection Committees shall be disbanded upon the conclusion of the decision stipulated in Article 4.

Section 7: Funding

Article 28 The cost of presenting the awards shall be paid for from the ISS budget.

Section 8: Supplementary provision

Article 29 Any amendments to the selection procedures under these Regulations shall require the approval of the ISS Board of Directors, on the basis of a vote.

Additional provisions

These Regulations came into effect on December 28, 2011.

Procedures for Selecting Candidates for the ISS Excellent Paper Award

Established on March 24, 2004

(Amended on Dec 2, 2008)

(Amended on March 11, 2015)

The procedures for selecting candidates under the ISS Award Regulations shall be as follows:

- (1) The ISS shall establish the ISS Excellent Paper Award Selection Committee to select candidates for the ISS Excellent Paper Award.
- (2) There will be three sources for recommending papers for the ISS Excellent Paper Award: recommendation by Technical Committees, recommendation by Editorial Committees, and recommendation by ISS members. An ISS member may recommend only one paper.
- (3) The Chair of the ISS Excellent Paper Award Selection Committee shall announce the requirements for papers to be recommended for the ISS Excellent Paper Award in the Journal of the IEICE, the ISS Journal, the home-page of ISS, etc., and seek recommendations from Technical Committees, Editorial Committees, ISS members, who must give their names when

making a recommendation. The recommendations should be submitted using a specified form or a specified page linked from the home-page of ISS.

- (4) If deemed necessary, a preliminary vote may be taken on the papers recommended. The members of the Enlarged ISS Board of Directors, members of the Editorial Committee of the ISS Journal, and members of the ISS Excellent Paper Award Selection Committee may participate in the preliminary vote. Each person may vote for three papers, and a maximum of five papers may be selected in the vote.
- (5) The ISS Excellent Paper Award Selection Committee will review the maximum of five papers selected. The Chair of the ISS Excellent Paper Award Selection Committee shall assign three to five reviewers to each paper selected. The Chair shall convene the ISS Excellent Paper Award Selection Committee and select, in principle, only one paper as the candidate paper based on the review results.
- (6) The recipient of the ISS Excellent Paper Award shall be decided by vote by the ISS Board of Directors based on a report submitted by the Chair of the ISS Excellent Paper Award Selection Committee.

Procedures for Selecting Candidates for the ISS Distinguished Achievement Award

Established on March 24, 2004

(Amended Dec 2, 2008)

1. At the start of the fiscal year, the President of the ISS of the new fiscal year shall establish the ISS Distinguished Achievement Awards Selection Committee.
2. The Selection Committee shall solicit the submission of recommendations of candidates on the predefined Recommendation Form from qualified recommenders, at least three months before the Society Conference or other conference that may replace it.
3. The Secretary of the Selection Committee shall make a list of candidates and report it to the Selection Committee.
4. The Selection Committee shall conduct a deliberation using email based on the list of candidates, select the recipient of the Award, compile a form giving the name of the recipient and describing the specific services made by the recipient, and use that form to report their decision to the ISS Board of Directors at least two month before the Society Conference or other conference that may replace it. This reporting shall finalize the selection.

Recommendation Form

Nominator:	Name, Chair, Technical Committee on xxx, or Name Chair, Editorial Committee of xxx Transactions, or Name, Member, ISS Board of Directors
Candidate:	Name (age)
Affiliation of Candidate:	xxx Department, xxx Faculty, xxx University, or xxx Department, xxx Corporation ZIP code and address TEL: xxx; FAX: xxx; E-mail: xxx
Citation of the Service: (limited to one line of text)	Type-1: ISS Distinguished Service Award Example-1 Contributions as the Secretary of Technical Committee on xxx Example-2 Contributions in planning the xxx Conference Type-2: ISS Distinguished Reviewer Award Example-1 Contributions as a reviewer of xxx Transactions
Reasons of the recommendation:	Reasons for the recommendation (Specific contributing activities deserving appreciation) shall be stated. Inclusion of a quantitative description is desirable. The number of words shall not exceed 100.

Type-1: ISS Distinguished Service Award

Example-1 Over the two years of the term as the Secretary of the Technical Committee on xxx, the candidate has planned and operated xxx Technical Committee meetings and xxx workshops as well as the General Conferences of the IEICE, Society Conferences, etc., thus making a tremendous contribution to the activities and development of the Technical Committee.

Example-2 The candidate led the planning of xxx in the xxx Conference, which contributed to increasing the number of participants and augmenting the quality of the conference, thus leading to the conference's success.

Type-2: ISS Distinguished Reviewer Award

Example-1 Over the period of six years as a reviewer of the xxx Transactions, the candidate has contributed to the editing of the Transactions. An evidence of his remarkable contribution is that he reviewed 12 papers over the past year.

Established on April 22, 2011

1. The President of the ISS shall establish the ISS Certificate of Appreciation on Editorial Service Selection Committee in December.
2. The Selection Committee shall solicit the submission of recommendations of candidates on the predefined Recommendation Form from qualified recommenders from early January to the end of January.
3. The Secretary of the Selection Committee shall make a list of candidates and report it to the Selection Committee.
4. The Selection Committee shall conduct a deliberation using email based on the list of candidates, select the recipient of the Certificate, make a list of recipient, and report their decision to the ISS Board of Directors. The ISS Board of Directors shall finalize the selection conducting a deliberation using email.
5. The recipients shall be decided before the end of April.

Recommendation Form

Nominator:	Name Chair, Editorial Committee of Japanese Edition of Transactions D Name Chair, Editorial Committee of English Edition of Transactions D
Candidate:	Name, age, membership number
Affiliation of Candidate:	xxx Department, xxx Faculty, xxx University, or xxx Department, xxx Corporation ZIP code and address TEL: xxx; FAX: xxx; E-mail: xxx
Reasons of the recommendation:	Reasons for the recommendation (specific contributing activities deserving appreciation) shall be stated. Inclusion of a quantitative description is desirable. The number of words shall not exceed 100.

Example Over the four years of the term of associate editor on xxx, the candidate has edited xxx papers, and made a tremendous contribution to the editorial service of the xxx Edition of Transactions D.