

# ICCV Conference Charter

Last updated: December, 2013

## I. Purpose of the International Conference on Computer Vision (ICCV)

The program for ICCV consists of high quality original papers on all aspects of computer vision. ICCV occurs in odd numbered years, and may be held in any location. By tradition ICCV rotates among the Americas, Austral-Asia and Europe.

The conference is managed by the Pattern Analysis and Machine Intelligence Technical Committee (PAMI TC) as a whole, the PAMI TC Executive Committee, an Organizing Committee, and a Program Committee. This conference charter is established under the PAMI TC Bylaws.

## II. Sponsorship

ICCV always has PAMI TC technical sponsorship, as specified in the Bylaws. The IEEE Computer Society is one of the financial sponsors of ICCV. Any change in financial sponsorship must be approved by the PAMI TC at a TC meeting.

The General Chairs of ICCV are authorized to use any co-sponsorship model that preserves the IEEE name in the conference. The co-sponsoring entity must be an independent non-profit where two-thirds of the decision-making unit consists of the general chairs of past or future approved CVPRs and ICCVs. (Motion adopted at ICCV 2011)

## III. Constituting a Conference

- A. The PAMI TC Chair obtains, through a publicly documented process, proposals for a future ICCV. Following the PAMI TC Bylaws, the decision is made by an open vote at ICCV.
- B. Bids for future ICCV's will be due at least one month before the PAMI TC meeting where they will be voted on. No bids, including floor bids, will be accepted after the due date. If no bids are received by the due date, the PAMI TC Executive Committee will develop a bid that will be voted upon at the TC meeting. If only one bid is received by the due date, the Executive Committee has the discretion to put together an alternate bid. (Motion adopted at ICCV 2011)
- C. The decision on ICCV should be made at least 48 months before the proposed date. ICCV should typically be held in the second half of the year to avoid conflicts with CVPR.
- D. ICCV traditionally has a single session for oral presentations, along with poster presentations.

- E. Any other topics that might impact the votes of a significant fraction of the community must be addressed in the proposal. Proposals must list facilities, venue, proposed management, budgets and financial arrangements, and provide a brief summary of the conference structure. Other issues that must be covered include the sponsorship model, estimated cost (per attendee) of registration, anticipated rates at local hotels, plans regarding Open Access to ICCV papers, and the choice of a journal (if there is one) for any ICCV-related special issue.
- F. The proposers should prepare a detailed preliminary budget using the appropriate forms. Final approval of the budget will be made by ICCV sponsors but it is expected that preliminary approval will be sought before the bid is presented.

#### **IV. Rules and Responsibilities of the General Chairs, Program Chairs, and Organization Committee**

- A. In each conference, the General Chairs, the Program Chairs, and explicitly identified other chairs (for example, Publicity Chair, Tutorial Chair, Local Arrangement Chair etc.) form the Organizing Committee for that conference and are charged with the planning, running, and oversight of that conference to ensure that it meets the objectives stated in Section I.
- B. If a General or Program Chair on the approved proposal chooses to step down then the remaining General Chair(s) may appoint others, subject to approval by a majority vote of the PAMI TC Executive Committee. Involuntary removal of any person after approval of a proposal can only be done with a 2/3 vote of the Executive Committee, as specified in the PAMI TC Bylaws. Vacancies on the Organizing Committee other than Program or General Chairs may be filled by the General Chairs.
- C. The General Chairs are responsible for the overall running of the conference, and serve as the Chairs of the Organizing Committee. The Program Chairs and all other members of the Organizing Committee report to the General Chairs, who in turn report to the PAMI TC Executive Committee.
- D. Any dispute within the Organization Committee should be resolved by the General Chairs. If the General Chairs cannot resolve the dispute then the PAMI TC Executive Committee is the ultimate authority, as specified in the PAMI TC Bylaws.
- E. The General Chairs are responsible for obtaining all necessary approvals and financial support from the conference sponsors. The General Chairs should keep the PAMI TC Chair informed of any delays faced in the process, who will then assist in resolving the issue in a timely manner.
- F. The General Chairs are responsible for soliciting proposals from local facilities (such as hotels and universities) that host the conference and any program committee meeting. One of the sponsors must execute hotel contracts and assume liability for the costs in that contract.
- G. The Program Chairs have sole responsibility for the technical program of the conference.

- H. Special efforts should be made by the General and Program Chairs to get organizers of future ICCV's involved in organizing the present conference.
- I. The Program Chairs select the program committee area chairs and members in consultation with the General Chairs.
- J. Program Chairs cannot submit papers to the conference that they are chairing. General chairs are permitted to submit papers to ICCV, but only if the program chairs guarantee that the general chairs will have the exact same access and software privileges regarding the reviewing process that are available to every author. (Motion adopted at ICCV 2009, as adopted at ICCV 2013)
- K. As specified in the PAMI TC Bylaws, the Program Chairs have absolute discretion regarding paper acceptance. It is understood that they have significant latitude in the design of a review process that increases the fairness of the process and the quality of the conference. However, since ICCV is a large flagship conference, any new innovation needs to be discussed and vetted for unintended consequences. Any major change in the paper review process from past years should be done with consultation with the General Chairs. The PAMI TC Executive Committee must be informed before these changes are adopted.

## **V. Awards**

- A. The Program Chairs for a given ICCV will select the winners of the Best Paper award (Marr Prize), and other prizes from the papers that were submitted.
- B. All other awards presented at ICCV will be selected by the PAMI TC Awards Committee.

## **VI. Financial Matters**

- A. The General Chairs and the Finance Chairs of each conference will develop the ICCV budget. The General Chairs and Finance Chair will then submit the budget for approval by the sponsors no later than 12 months prior to the conference. The sponsors must approve the budget within 6 months, prior to the distribution of any publication of registration fees.
- B. Conference accounts shall be closed within 180 days following the completion of ICCV. At that time, all surplus funds shall be distributed to the sponsors. A final report and the closing bank statement must be submitted to the sponsors no later than 180 days after ICCV by the General Chairs and Finance Chair.
- C. Contracts that require a review, approval and signature by at least one sponsor are: all hotel and exhibit facility contracts and all conference service or management contracts. Members of the Organizing Committees are not authorized to sign these contracts. Sponsors are not authorized to sign contracts on behalf of the conference without explicit written confirmation approving these contracts from the General and Finance chairs. If

there are multiple sponsors, different sponsoring organizations may sign any of these contracts.

- D. The ICCV General Chairs shall present a brief financial summary at the PAMI TC meeting. The summary shall specify how much income is generated for each financial sponsor, on an absolute and per-attendee basis, and what the financial sponsors provide to justify this income. Conference proposals will report approximate numbers, with an update presented the year before the meeting and the year of the meeting, and with final numbers due a year after the meeting. (Motion adopted at ICCV 2011)

## **VII. Intellectual Property**

The General Chairs of ICCV are authorized to use any intellectual property model that ensures that the ICCV proceedings appear in IEEE Xplore.

All future ICCV's shall provide at least the level of Open Access agreed to for ICCV13, where a collection of non-authoritative final versions of all papers is made available in a common location under an Open Access model. (Motion adopted at CVPR 2013)

## **VIII. Termination of the Conference**

The termination of ICCV may only be proposed by a full vote at a PAMI TC meeting. As specified under the Bylaws, termination must be approved by the TC Executive Committee.

## **IX. Amendments**

Amendments to this charter require approval by a majority of the votes cast at an open meeting of the PAMI TC held at ICCV.