

TC Outstanding Paper Award

Procedure and Standard Deadlines

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Overview

The TC Outstanding Paper Award (OSPA) is given annually by each Technical Committee (TC) of the IEEE Control Systems Society (CSS) to recognise exceptional papers published at major CSS-sponsored conferences in the previous year. The award is administered by the respective TC, subject to oversight by the VP Technical Activities (VPTA) and the CSS Award Committee.

Eligibility

Papers are eligible for the award according to the following criteria:

- Papers must have been published at the IEEE Conference on Decision and Control (CDC) or the Conference on Control Technology and Applications (CCTA) in year N to be eligible for the prize in year N+1.
- All authors of a nominated paper are considered for the award.
- There is no restriction on the number of nominations a TC may consider, provided the minimum of two nominations is met (see Section 3 below).

Award Process

1. Call for Nominations and Committee Formation

By 31 January, the TC chair issues a call for nominations to all TC members and simultaneously submits the TC-OSPA selection committee roster to the VPTA for approval. In cases where a conflict of interest exists involving the VPTA, the roster is instead submitted to the CSS Award Committee Chair. Nominations may be self-submitted or proposed by any TC member. Each nomination should include the full paper reference and a brief justification, and must be received by the TC chair no later than 31 March.

2. Selection Committee

The selection committee must comprise at least three members, possibly including the TC chair. All members must be active members of the TC. A selection committee member who is an author of a nominated paper must recuse themselves and be replaced by another TC member before the evaluation begins. Any such replacement must be notified to the VPTA.

3. Minimum Nominations

At least two nominations must be received by the 31 March deadline for the award process to proceed. If fewer than two nominations are received, a single deadline extension might be granted. If the minimum is still not reached after the extension, no award is given for that year.

4. Selection and Notification

The selection committee evaluates all nominated papers and selects the winner(s). The TC chair communicates the result to the VPTA. The CSS Secretariat then issues the official certificate(s).

5. Announcement and Presentation

TC chairs announce the results to their TC membership and present the award certificate(s) to the winner(s), preferably at an appropriate CSS event. The VPTA publishes an announcement column in IEEE Control Systems Magazine (CSM), which appears in the December issue.

Standard Annual Deadlines

The following deadlines apply uniformly to all TCs and are standardised across the Society to ensure consistent administration.

Deadline	Activity
31 January	TC chairs open call for nominations to TC members and submit TC-OSPA selection committee roster to VPTA (or CSS Award Committee Chair if conflict of interest exists) for approval
31 March	Deadline for paper nominations from TC members
31 May	Selection committee chooses the winner(s) and TC chairs notify VPTA of results
30 June	CSS issues certificates; TC chairs announce results and present certificates to winner(s)
31 July	VPTA submits column to IEEE Control Systems Magazine (CSM) announcing all winners (published in December issue)

Conflict of Interest

A conflict of interest arises when a VPTA, selection committee member, or TC chair has a direct personal or professional interest in a nominated paper (e.g., as author, co-author, close collaborator, or supervisor). In such cases:

- A selection committee member who is an author of a nominated paper must recuse themselves from the committee and be replaced by another TC member. The replacement must be notified to the VPTA before the evaluation begins.
- The TC chair must disclose any known conflicts at the time of committee roster submission.

Responsibilities Summary

Role	Responsibilities
TC Chair	Issue call for nominations; form and submit selection committee; notify VPTA of result; announce and present award.
Selection Committee	Evaluate nominated papers and recommend winner(s) to TC chair.
VPTA	Approve selection committee roster; receive results; submit CSM column; oversee compliance.
CSS Secretariat	Issue official award certificates.