



MICCAI 2023

Area Chair Orientation

March 17, 2023:

Program Chairs:

Hayit Greenspan, Tel-Aviv University

Anant Madabhushi, Georgia Institute of Technology and Emory University

Parvin Mousavi, Queen's University

Tim Salcudean, University of British Columbia

Submission Platform Manager:

Kitty Wong, The MICCAI Society

Thanks for Your Service for
MICCAI 2023!

Goals

- Orientation of process, timelines, and expectations
- Collection of feedback
- Q & A

MICCAI 2023 STATISTICS

- 3525 intent to submit , 2364 full paper submissions (nearly 30% increase vs 1865 on 2022)
- papers were screened for anonymity, page length, template issues. ~130 will be desk rejected
- 134 ACs
- ~1500 reviewers

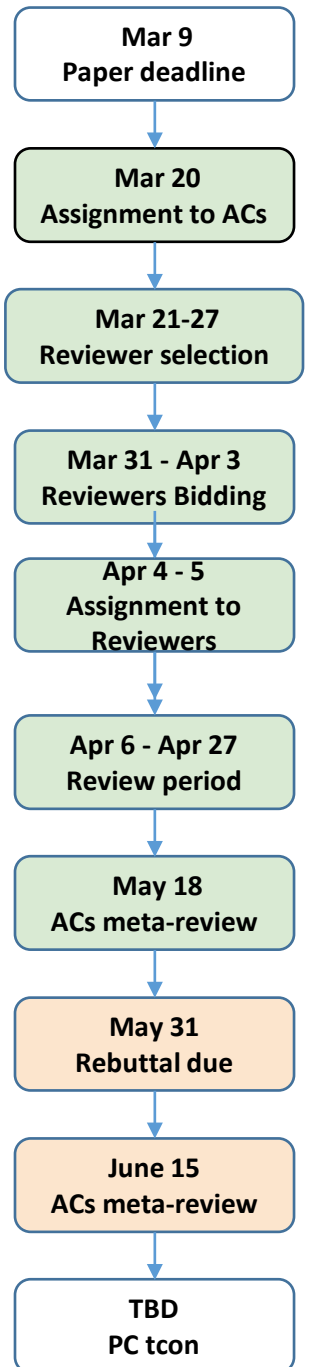
Key Responsibilities for Area Chairs

- **Primary AC for ~17-18 papers:**
 - Check paper formatting, suggest reviewers, shepherd review process, monitor review quality, complete meta-reviews & make initial recommendations
- **Secondary AC for an additional ~10 papers**
 - *Encourage reviewers to participate in discussions & finalize their ratings after rebuttal*
 - Complete meta-reviews & make initial recommendations
- Recommend Oral papers and award candidates
- Identify papers suitable for Clinical session
- Rate reviews

Process Overview

**Phase I: Primary AC on all papers
(~17 papers per AC)**

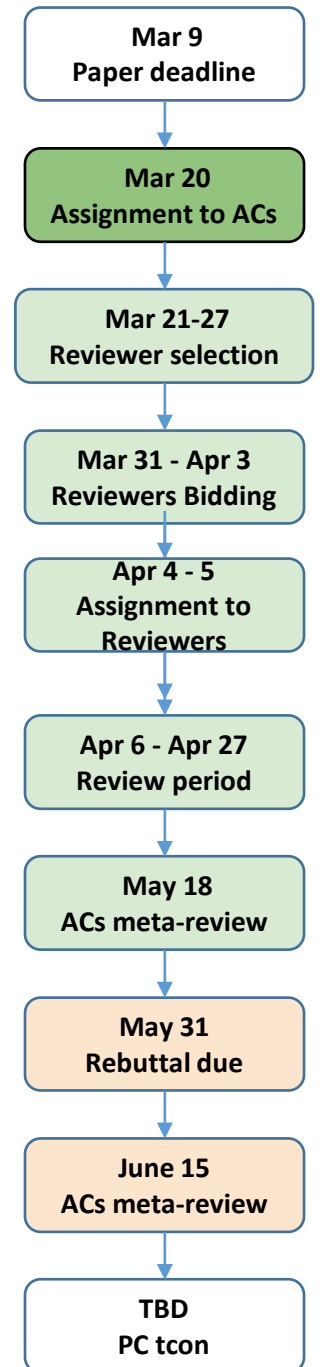
**Phase II: Secondary AC on rebuttal
papers (~10 papers per AC)**



Primary AC Assignments

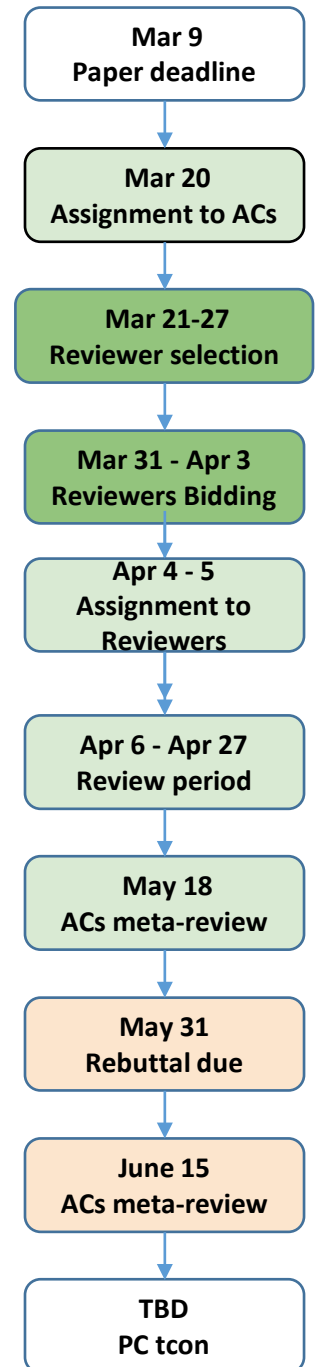
- Receive primary assignments on March 20
 - Based on TPMS, subject areas (keywords), & conflicts of interest
- Screen paper for the following issues & notify PCs
 - Anonymization
 - Overlength
 - **Formatting**
 - **Overlapping submissions**

**Authors are also allowed to put their MICCAI submission on ArXiv*



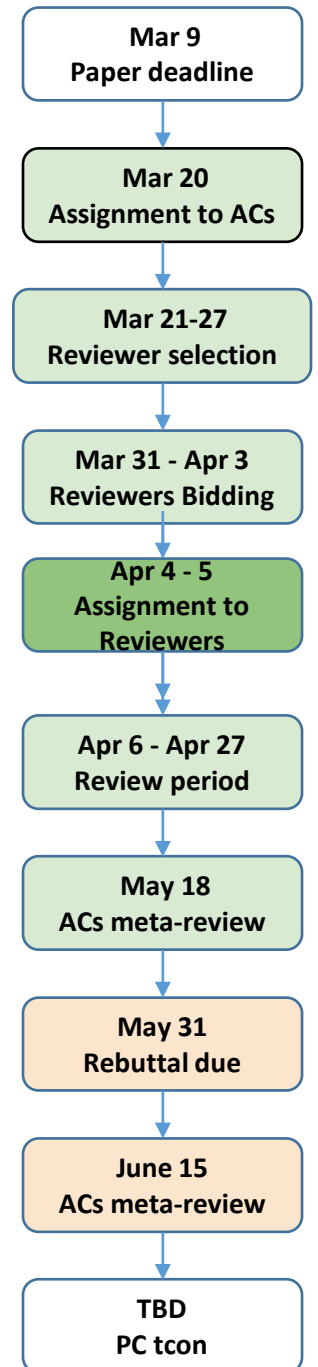
Reviewer Suggestions

- Suggest 10-15 reviewers for each paper in ranked order, considering
 - TPMS (↓)
 - **Reviewer profile** (expertise, publications, etc) ***important, do not rely just on TPMS**
 - Subject areas (↑),
 - Scores of subject area matching are less informative
 - Reviewer load
 - Avoid reviewers already with >20 suggestions
- Detailed instructions will be sent later
- Final reviewer assignment considers a combination of automatic TPMS, keyword matching, AC suggestions, and reviewer bidding



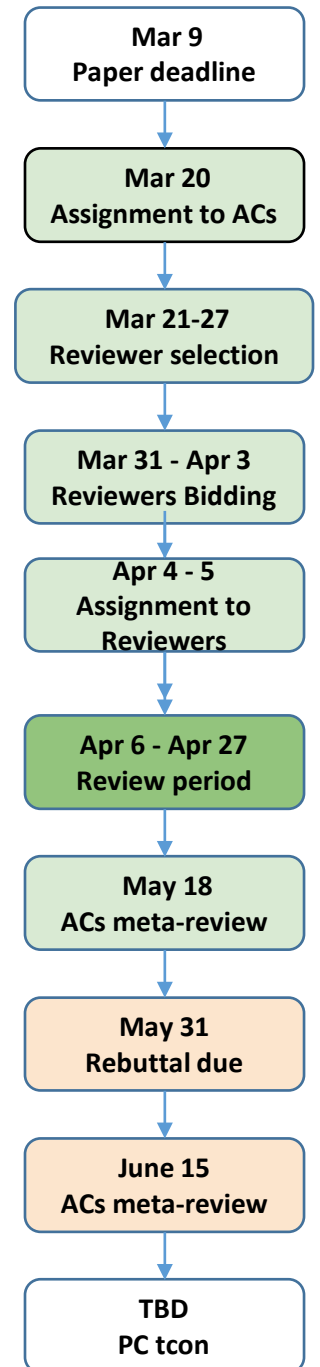
Assignment to reviewers

- April 4 - 5 (paper assignment to reviewers, manual adjustments)
 - ACs check for issues in reviewer assignment & notify Kitty immediately for reassignment (*e.g.*, COIs, reviewers from the same institute)
- April 6:
 - Paper release to reviewers. Reviewers have until April 9th to submit reassignment requests to Kitty. These papers will be reshuffled by Kitty centrally on April 10.
- After April 10:
 - ACs handle all reassignment requests.
 - When assigning a paper to a new reviewer, must email new reviewer to ensure they are willing to take on an additional paper.
 - **DO NOT add a reviewer to a paper without asking.**
 - **DO NOT abuse this by adding additional reviewers to your papers!!!**



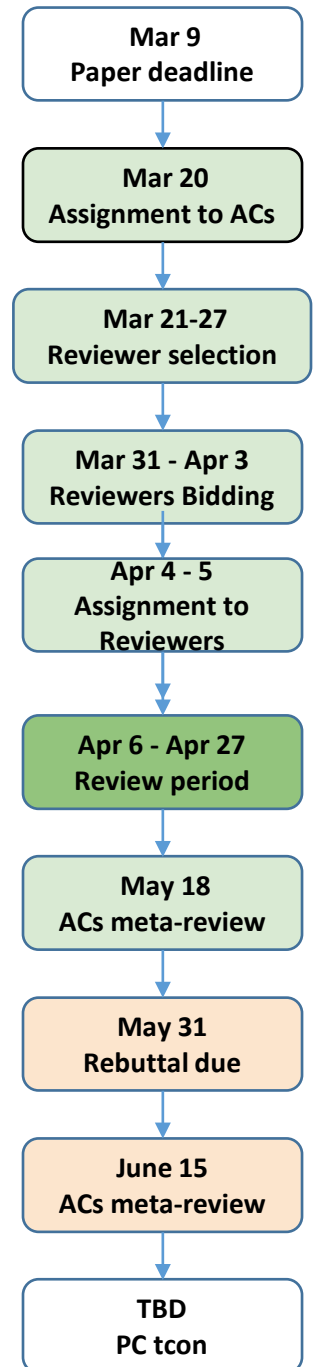
Review Period

- Review Period (Officially Apr 6 - 27)
 - Shepherd review process
 - Monitor review quality as they come in.
 - Communicate with the reviewers if review quality is low (email through CMT)
- Deadlines
 - Official review deadline (Thursday, April 27)
 - Unofficial internal deadline (Monday, May 1st)
 - Reminders of deadline will be sent centrally by Kitty
 - Emergency review period: May 2 - 9



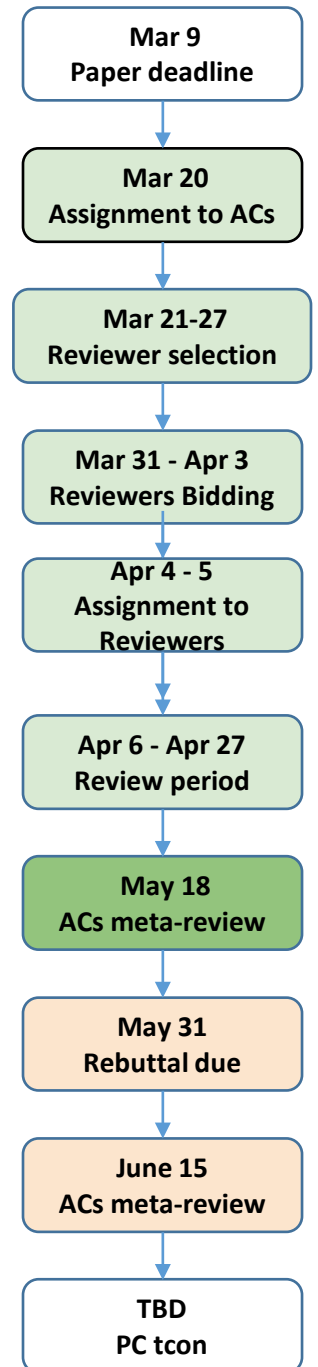
Monitor Review Quality

- **Reviews of accepted papers will be made public.**
- Communicate with reviewers for improving review quality when..
 - The review is short and uninformative
 - There is no justification of the score
 - The review has only positive comments but recommends reject
 - The review has only negative comments but recommends accept
 - The reviewer states that the work is not novel without providing evidence (eg citations to prior work)
 - The reviewer asks to cite their own paper(s) without good reason
 - The language is inappropriate
 -



AC Initial Meta-Reviews

- Meta-reviews & initial recommendations for primary assignments
- Initial recommendations
 - Ranking of the stack
 - Early accept; early rejection; rebuttals
 - Detailed guidelines & target statistics will be given later
 - Avoid having an excessive number of rebuttal papers
- Meta-reviews



Meta-Reviews

- **Meta-reviews of accepted papers will be made public**
- Summarize the key strengths and weaknesses of the paper
- Make a recommendation with justifications, **especially for rejected papers, rebuttal papers, or papers with divergent reviews**
 - Do not simply rely on average of scores
- For rebuttals, summarize key points the authors should focus on in their responses
- In case of deviation from the reviewers' recommendations, provide concrete justifications

Application vs. Methodological Studies

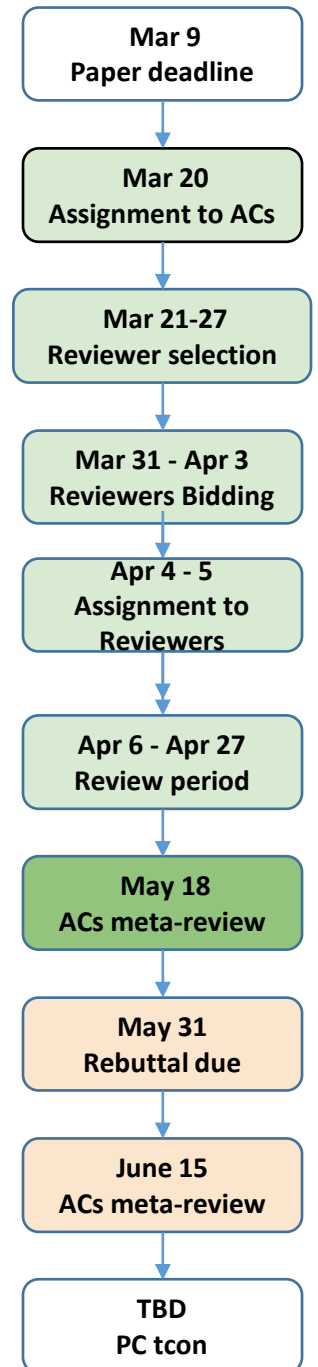
- See [MICCAI 2023 submission guidelines](#)
- **Methodological studies**
 - Demonstrate clear innovations and contributions over the state of the art methodologies.
 - Evaluation and performance assessment is potentially limited to proof of concepts or small-size validation studies.
- **Application studies**
 - Demonstrate clear clinical value of existing techniques, or adoption of state-of-the-art methods to a new problem or context, with appropriate and rigorous evaluation design
 - Do not necessarily need to involve fundamental methodological innovations
- *Examine how authors and reviewers have considered, argued, and justified paper contributions according to its categories.*

CAI vs. MIC Papers

- **Significance/Innovation** of CAI works can include:
 - Novel clinical applications
 - Demonstration of clinical feasibility even on a single subject/animal/phantom
 - Novel MIC approach to solving a CAI need
 - Proposal of a cost-effective approach
- **Experimental evaluations** of CAI works are typically much more challenging (than MIC studies) in
 - Clinical evaluation on patients
 - Achieving a large sample size
 - Comparison with existing systems
- **Clinical papers** -
 - Translation of methodology with impact on clinical workflow and evaluation
 - Novel insights into clinical challenges

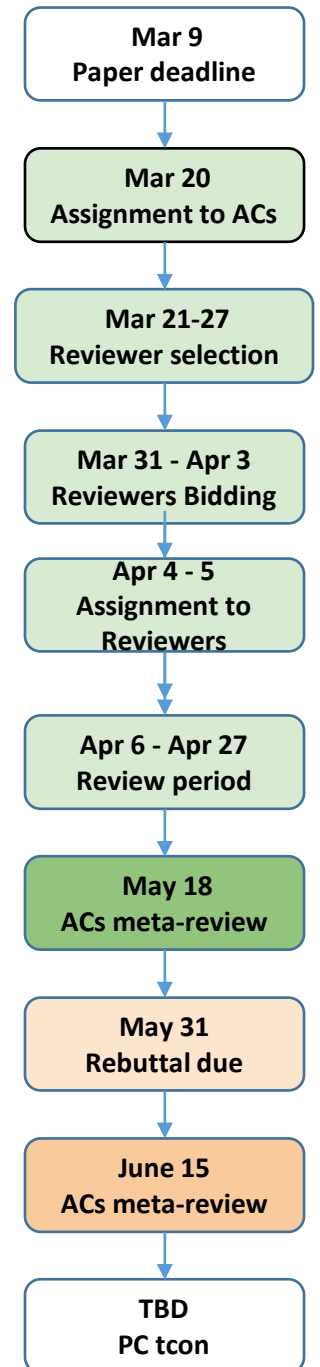
AC Initial Meta-Reviews

- Additional tasks
 - Recommend Oral papers and awards
 - Select subject areas to help build conference programs
 - Score the quality of reviews



Secondary AC Assignments

- Each rebuttal paper will be assigned 2 secondary ACs
- Each AC will receive ~10 secondary paper assignments
- **New since last year:** after rebuttals are in
 - Reviewers will have the opportunity to participate in discussions and revise their ratings (by June 7)
 - ACs can discuss amongst each other as well as reviewers
 - **Encourage discussion on papers with divergent scores**

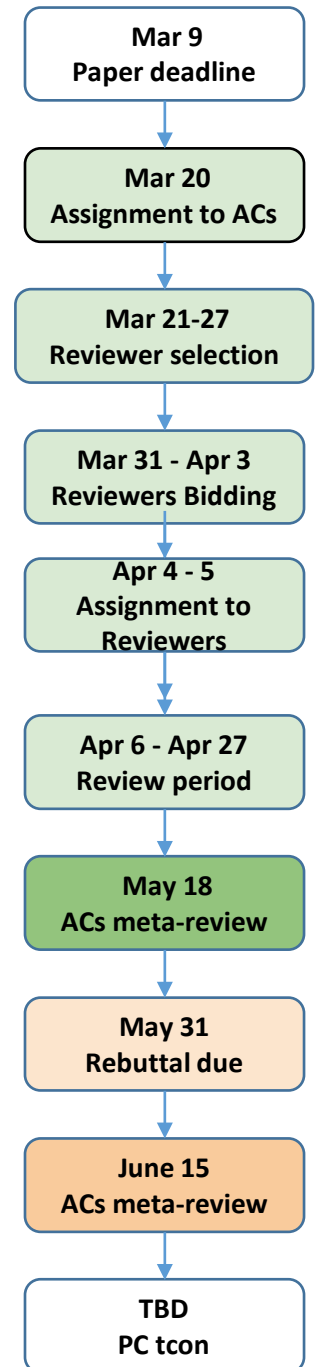


Polling Time

Would you find it beneficial to be able to see your fellow AC's identities during post-rebuttal discussion? (only for ACs; remain anonymous to reviewers)

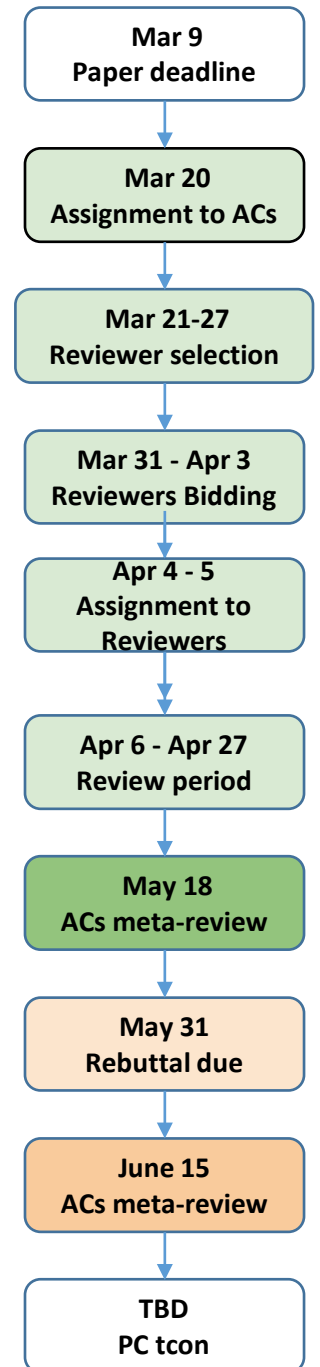
AC Final Meta-Reviews

- Recommendations & meta-reviews for all primary & secondary assignments
 - Primary assignments
 - Consider rebuttals
 - Position with newly assigned papers
 - Secondary assignments
 - Consider reviews, primary meta-reviews, and how well authors' rebuttals address these
 - **Avoid raising new critiques unless they can be justified to be fatal flaws overlooked**
- Recommendations:
 - Ranking of the stack
 - Rejection & Acceptance



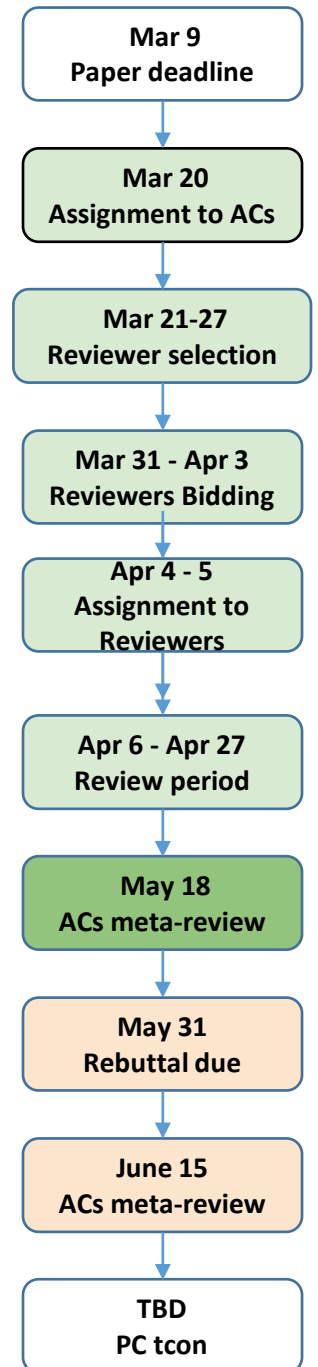
AC Final Meta-Reviews

- Meta-reviews:
 - Provide concrete justifications for the final recommendations, especially for rejection
- **All meta-reviews (primary and secondary) of accepted papers will be made public**



Final AC Meeting

- Report summary of paper statistics
- Discuss oral programs
- Gather feedback and suggestions for next year



General remarks

- **Reviews and meta-reviews of accepted papers will be public**
- **Reviewers will be back in the loop after rebuttal**
- Reserve time for the two phases: **Mar 20 – May 18** and **May 31 - June 15**
- CMT emails can be flagged as spam. Check the AC information on the website <https://conferences.miccai.org/2023/en/INSTRUCTIONS-TO-AREA-CHAIRS.html> and keep an eye on unresponsive reviewers
- Throughout the process
 - Please check the [MICCAI Review Process](#) and [AC guidelines](#) (website)
 - For questions on CMT, ask Kitty Wong submission@miccai2023.org
 - Contact Program Chairs at program_chairs@miccai2023.org (or via CMT)

Q&A