



IEEE Systems Council Officers Meeting

Thursday, 31 August 2023 | 8:00 AM – 12:00 PM ET
National Harbor, MD, USA

Attendees: Walt Downing, Jack Dyer, Stephanie White, Andy Chen, Steve Holt, Paolo Carbone, Katie Wilson

Not in attendance: Bob Rassa, Jeff Rubin

Guests: Amir Aghdam, Bozena Pasik-Duncan

Staff: Amanda Osborn

Welcome – Downing

Walt called the meeting to order at 8:10 AM ET. Roll call was conducted and quorum was confirmed. Walt reviewed the primary focal points and action items from the Spring 2023 Officers meeting in Vancouver.

Discussion was held on the initiatives that were discussed at the Spring AdCom meeting including the Brain Initiative. Will discuss further during the Fall AdCom meeting if the Council will continue the sponsorship and determine a champion of the initiative. The societies involved in the Brain Initiative are Circuits and Systems, Computational Intelligence, Computer Society, Electron Devices, Engineering in Medicine and Biology, Magnetics, Signal Processing, Solid State Circuits, Systems, Man, and Cybernetics.

Walt reviewed the outstanding action items and provided status updates:

- The ISJ Editorial Board met last week and the Council provided funding for it. Stephanie suggested looking at the papers published in the ISJ related to the Brain and Green Initiatives.
- Walt will propose a sponsorship for the Life Member conference to the AdCom.
- The SYSC is sponsoring the HKN conference. Looking to find a student or YP to attend. Walt to attend.
- The new website is about 2/3 way completed.
- The pop-up banner still needs to be created.
- Steve Holt is working on updating the Technical Committee rosters.
- The scholarship is in the process of being updated with TABARC. The undergraduate scholarship will be rebranded as the IEEE Systems Council Engineering Scholarship and an additional scholarship will be added for a total of \$10,000 for the two scholarships. The James O. Gray Scholarship will be increased to \$6,000 with the recommendation from the Foundation.

The focus of this meeting is where the council is going, what's been accomplished, and what's still left to be done.

Action Item: Stephanie White and Amanda Osborn to modify the announcement flyer to include a call to become a participant.

MOTION: Stephanie White moved to approve the agenda and minutes with comments. Jack Dyer seconded. Motion passed.

President's Message – Downing

Discussion was held on the health of SYSCON. Walt noted there was a small loss, but the expenses have increased greatly following COVID. Bob does the majority of the planning of the conference. It was noted Conference Catalysts does offer support for budget, contracting, F&B, AV, etc. if that support is wanted. Discussion on how to update the technical program and attract new attendees. Stephanie noted a survey should be sent to industry companies such as Lockheed to better understand why they aren't attending or what could attract them to attend the SYSC conferences.

N&A – Dyer

Jack reviewed the N&A Committee processes and guidelines for determining the slate. The candidates on the slate have good experience and are enthusiastic. Jack noted there are several Past President's on the slate. Jack noted the IEEE rules for elections versus appointments. The 1.5 rule doesn't apply to the SYSC appointment process. The current SYSC Bylaws allow nominations from the floor. There was a discussion held on the nomination process and how to both clarify the process and encourage more participation and interest in serving as an Officer.

Councils cannot have members, but rather only participants. Councils are not able to nominate IEEE Directors. Stephanie plans to reach out to the Council Presidents regarding the matter.

Member Services – White

Stephanie reviewed the Member Services Committees. She noted Aylin needs a co-chair for Cooperation with IEEE entities. The current efforts aren't displaying progress. The subcommittee chairs are typically very busy with their day job responsibilities and other IEEE roles. Walt noted the committee chairs may need additional guidance and scope.

Stephanie recommended identifying at least five members of each member society who have a strong interest in systems and work on increasing their interaction with the SYSC.

Amir noted that the editors often approach him for special issues for the ISJ, which doesn't currently seek special issues.

Katie suggested creating a video to help define what systems engineering is. Walt noted for projects and ideas, there needs to be someone who will champion the action. Discussed creating a video series on what it looks like to be a systems engineer from the perspective of NASA and other companies. The discussion was held on the difference between hosting videos on YouTube vs Vimeo vs the IEEE Resource Center vs ILN vs IEEE TV.

Discussion held on creating and managing Collabratec for the Council. Need to identify a lead volunteer for this effort to engage volunteers and respond to any questions.

Action Item: Walt Downing to create a definition/post on what a systems engineer is.

Action Item: Walt Downing to review the current platforms the SYSC is using for videos and marketing.

Stephanie recommends creating an Officer or chair for social media and outreach.

Publications – Carbone

Paolo provided an overview of the current status of the sponsored journals. One of the strategic goals is to increase submissions from industry, but the current submission does not identify the affiliation type. Amir has been in contact with Sonal with Manuscript Central to find a solution to allow authors to self-identify demographics such as affiliation type.

Hanwen Yu was appointed as the new EIC for JMASS, which is now off the watch list. IEEE forgot to put JMASS on the impact factor list. JMASS added a Best Paper Award.

Action Item: Paolo Carbone to follow up with JMASS EIC to ensure the Best Paper Award has been approved by TABARC and gone through the appropriate process.

OJSE looking to establish their impact factor. The four special issues have struggled to get submissions. Paolo doesn't recommend starting any new SYSC-sponsored journals. SEBoK has a new EIC. Stephanie and Bob Rassa are the representatives of the Council. Walt noted the reliance the Council has on publications income. IMS uses Allen Press Peer Track.

Action Item: Amir Aghdam and Paolo Carbone to develop a motion to increase the overlength page charge from 150 USD to 200 USD after the 8 complimentary pages up to 12 pages to discuss during the AdCom meeting.

Action Item: Amir Aghdam and Paolo Carbone to develop a motion to increase the budget of 4,000 pages for the ISJ.

Amir is looking for a new Associate Editor for the Systems Journal website.

Action Item: Amanda Osborn to add ISJ information to the SYSC website.

Discussion held on sunsetting the third-party website for the ISJ and including all information on the SYSC website with dedicated pages for the ISJ.

Technical Operations – Holt

Steve noted he has reached out to the Technical Committee chairs but they have been generally unresponsive. There are two new chairs for the Intelligent Transportations Design and Systems Education TC. Most do not have rosters but need to develop them. A web form was established to collect volunteer information for those who are interested in the technical communities. The TC chairs were encouraged to arrange meetings and communications with their community rosters, but haven't received any responses.

Education – Holt

There is currently only one tutorial on the Resource Center with no revenue to date. Walt suggested having the Systems Education TC chair take on the action item of soliciting tutorials. There was a discussion held on tutorials and DLs and obtaining the recording of the talks to add to the Resource Center. Conference Catalysts can help facilitate the recordings and uploading to the RC.

The new DL policy states you must provide a recorded DL to maintain eligibility. It was discussed if a DL could give a talk in person versus online and if they would be interested.

There were 47 submissions for DLs in 2023. Paolo noted there needs to be more defined scope and criteria for the DL applications

Steve is stepping off of the Thesaurus Board.

[Action Item: Walt Downing to appoint a replacement for Steve Holt on the Thesaurus Board.](#)

Standards – Holt

Steve shared the language from the Council Bylaws on Standards. Steve created a listing of standards that refer to systems engineering on the Council's website. The committee doesn't anticipate producing any new standards from the Council. Steve has been in discussions with the IEEE Standards Association on how the Council could be potentially involved.

Conferences – Chen

Andy reviewed the current status for SYSCON, RASSE, and ISSE 2023. RASSE 2023 has increased industry participation and is hosting an industry forum. RASSE has utilized local organizers for local promotion and government agency support. RASSE appointed a Conference Treasurer. There has been steady growth in registration and paper submissions.

The status of ISSE 2024 is currently pending. Paolo suggested that ISSE 2024 could be the Middle East conference. To be discussed further during the AdCom meeting.

Strategic Planning Meeting – Downing

There was a discussion on the timing of the strategic planning meeting. It was suggested to host in Orlando in December, but Andy Chen is unavailable. It was decided to hold the meeting in person in January 2024.

[Action Item: Amanda Osborn to email the Officers to request their conflicts in January 2024 for the Strategic Planning Meeting.](#)

The meeting was adjourned at 11:57 AM.