IEEE Systems Council AdCom Meeting
Friday, March 26, 2021 | 9:00 AM – 12:20 PM (EDT)
Virtual via GoToMeeting

Voting AdCom Attendees: Amir Aghdam, Paolo Carbone, Andy Chen, Walt Downing, Steve Dyer, Chih-Peng Fan, Nelson Fonseca, Steve Holt, Rajiv Joshi, Okyay Kaynak, Fabrice Labeau, Cecilia Metra, Amir Mortazawi, Bozenna Pasik-Duncan, James Ritchie, Jeff Rubin, Thomas Strasser, Kim Fung Tsang, Mark Wehde, Stephanie White, Aylin Yener, Georges Zissis

Non-Voting AdCom Attendees: Jyotika Athavale, Prasanta Ghosh, Holly Handley, Brooke Johnson, Amanda Osborn, Bob Rassa

Steve Dyer called the meeting to order at 9:02 AM EDT.
We have a quorum.

President's Message and Report – Piuri

Vincenzo Piuri prepared a pre-recorded video to welcome everyone to the meeting and to provide the President's Report.

The member society representatives and new member societies were overviewed. Strategic directions for the Council to consider in 2021 include:

- Continue progress in Continuing Education by transforming the AdHoc Education Committee into a Standing Committee and developing a Systems Education Program
- Expand technical activities with committee engagement and with new technical committees
- Expand conferences to address emerging technical needs and new geographical areas
- Promote existing publications and the creation of the IEEE Open Journal on Systems Engineering
- Develop subcommittees within Member Services to engage participants and better address community needs
- Promote diversity geographically and with affinity groups

Approval of Agenda and Minutes – Dyer

MOTION: Georges Zissis moved to approve the Spring 2021 AdCom meeting agenda as written. Andy Chen seconded. Motion passed. M-0212

MOTION: Georges Zissis moved to approve the Fall 2020 AdCom meeting minutes as written. Andy Chen seconded. Motion passed. M-0213

Technical Operation – Holt

Steve Holt reported on the status and growth of the Council's nine TCs.
Dr. Babak Fahami is the new chair for the Intelligent Transportation Design TC.

Dr. Jian Hua established the new TC, Hyper-Intelligence and has made significant progress. Challenges include recruiting new members, developing rosters for communication purposes, and inconsistent information on Council website provided.

Educational Activities – Holt

Steve Holt and Vincenzo Piuri have been working on developing the Systems Council Resource Center by soliciting interest from previous conference presenters and tutorials. The current actions include developing a pricing policy with the IEEE, a review and approval process, and copyright consent form. The cost to maintain the SysC RC is $3,000 which was approved in August 2020 and a budget of $10,000 for 2021. A Council Zoom account was created in Q1 2021. The next step is to transition videos to IEEE's system and develop milestone timeline.

Discussion was held on the ability of offering PDs or CEUs and the goals of the Resource Center.

ACTION ITEM: Steve Holt to research the process of offering PDHs or CEUs for the tutorials posted in the SysC Resource Center.

Budget and Finance – Rassa

Bob Rassa presented on the financial results from 2018 and 2019 and the conference and publications data from 2017-2020. Conferences and conference publications have had continued success even in a virtual format. Overlength pages charges continue to generate a significant income, including $279,900 in 2020.

Discussion on advantages and disadvantages of virtual versus in-person conferences.

Bob presented the preliminary 2020 results without investment income. The fiscal-month-13 net is $417K due to reduced AdCom expenses and overperformance of conferences and publications. The unaudited surplus brought the Council reserves to $2,161.7K, with investment income reserves projected to be at $2.44M. The Council is financially solvent and can entertain expenses to support members.

The projected 2021 surplus is $185.2K. IEEE is reducing the publications distribution ASPP, and the Council is projected to lose $80K in ASPP revenue in 2023. Budget issues include open access and reduction of income in 2020 and 2021.

Conferences – Chen

Andy reviewed the 2020–2022 conference portfolio. Challenges from COVID-19 include 25% fewer paper submissions, 50% fewer registrations, and attendees' lack of engagement. The Conference Guide was updated in March. A Meetings and Conferences Committee is being formed.

MOTION: Andy Chen moved to approve the Systems Council Conference Guide version 7 as modified. Georges Zissis seconded. Motion passed. M-0214

RASSE was approved in 2019, postponed in 2020, and will be held in a virtual format in 2021.

MOTION: Andy Chen moved to approve the IEEE RASSE to be held virtually on November 7-9, 2021. Fabrice Labeau seconded. Motion passed. M-0215

The Conference Committee, with VP Conferences approval, is authorized to select locations as an approved series per the bylaws.

Distinguished Lecturers - White

Stephanie introduced the DL committee members. There are three new DL applications for AdCom consideration. Committee solicited recommendations from the Member Societies for systems-related talks and DL nominations. Challenges include identifying current topics and DLs willing to address them. Updates are being made to the DL website, policies, and webforms.

The Council budget is in a position to support the DL expenses.

MOTION: The Distinguished Lecturer Committee moved to approve Amir Aghdam as a Systems Council Distinguished Lecturer. Motion passed. M-0216

There was a discussion on the selection process and approval of future DLs. The nominees' CVs and application packets were sent out prior to the meeting.

MOTION: The Distinguished Lecturer Committee moved to approve John Blyler as a Systems Council Distinguished Lecturer. Motion passed. M-0217

MOTION: The Distinguished Lecturer Committee moved to approve Georges Zissis as a Systems Council Distinguished Lecturer. Motion passed. M-0218

Action Item: Stephanie White and the Distinguished Lecturer Committee to review process and policies for selecting DLs to include term limits by the Fall 2021 AdCom meeting.

Member Services – White

Eight committees were formed in Spring 2021: Chapters, Cooperation, Distinguished Lecturers, Diversity and Inclusion, Industry and Industry Professionals, Senior Members, Students, Young Professionals, and WISE.

Each committee provided a report on activities and primary action items. Stephanie presented key actions from each committee. A challenge is that the Council does not have members and cannot directly participate in some of these activities.

Activities include create a virtual Distinguished Lecturer Series; create a BKCASE SEBoK advisory committee; define the committee scope and function; and explore the uses of SERC directory of university departments teaching systems engineering.

ACTION ITEM: Stephanie White to research how to support and recognize Life Members.

Awards – Rassa

Bob Rassa reviewed the Council awards, chairs and status updates.

The nomination deadlines for James O. Gray Scholarships and Outstanding Service Award were extended to April 1.

Women in Systems Engineering – Handley

Holly Handley assumed the position of chair in January. Newly featured engineers are posted on the WISE website page. Challenges include identifying featured engineers, determining role at IEEE WIE level, and recruitment. Holly is researching how to develop a program to foster development as mentors and elevate more women to Senior Members.

Young Professionals – Ritchie

YP membership overall is down. IEEE is offering 50% off on student dues. Goals for 2021 include enhancing volunteer platform and sharing leadership knowledge, and collaboration with Society YPs. SysC YP goals include to form a committee and host virtual YP events at SysC conferences.

Publications – Carbone

Paolo Carbone presented on the Systems Journal publications and their performance metrics. There has been a slight decrease in the Systems Journal's impact factor in 2019.

A discussion was held on increasing the page budget for 2021 to relieve the ISJ backlog and the financial implications.

MOTION: Paolo Carbone moved to add 750 pages to the page budget of the IEEE Systems Journal in 2021 (total 5,750 pages). Nelson Fonseca seconded. Motion passed. M-0219

ACTION ITEM: Bob Rassa to contact IEEE to revise the 2021 budget to include the total number of pages to 5,750 pages for the Systems Journal.

Paolo presented on the J-MASS status and improvements made in 2020–2021. Submissions have increased, and the journal has been removed from the revitalization/termination committee watch list. Kim Fowler will be the new EiC as of June 2021.

The Council's profits from co-sponsored publications are nominal.

A Publications Committee was formed.

An LOI was sent to TAB for a new IEEE Open Access Journal on Systems Engineering. Phase 1 will be proposed at the June TAB meeting. The projected publication date is January 2022.

MOTION: Paolo Carbone moved to approve the submission of a proposal for a new Open Access Journal on Systems Engineering. Fabrice Labeau seconded. Motion passed. M-0220

Constitution and Bylaws – Dyer
Steve Dyer and the Constitution and Bylaws Committee reviewed and revised the Constitution and sent to IEEE for informal review and feedback. The project has been temporarily suspended until further discussion on the possible transition to a Society has been held by AdCom.

Discussion on Possible Transition to a Society – Rassa

A committee was formed to research and discuss whether the Systems Council should seek to transition to a full Society. Bob Rassa provided a background of the Council, the precedent set by TEMS transitioning, and the pros/cons of transitioning. This action would require a Constitutional provision.

Discussion was held on the implications of transitioning.

Member Societies are asked to send feedback to the Committee and discuss with their societies.

Old Business/New Business – Dyer

MOTION: Stephanie White moved to endorse Bob Rassa as Awards Chair for the 2021 term. Okyay Kaynak seconded. Motion passed. M-0221

Nominations and Appointments – Rassa

Bob presented the Council's elected and appointed positions and respective terms. Positions with terms that are expiring at end-of-year 2021 include VP Finance, VP Publications, VP Technical Operations (incumbent eligible for renewal) and YP rep and Fellows Evaluation Chair (not eligible for renewal). Elections are be held at the Fall AdCom Meeting.

Because of COVID-19, the YP representative has had restrictions on his second term in 2020 and 2021.

MOTION: Stephanie White moved to suspend the Young Professional representative's term limit and extend the position's eligibility for an additional two years in 2022 and 2023. Fabrice Labeau seconded. Motion passed. M-0222

AdCom members were asked to send nomination suggestions for the open positions to Bob Rassa for consideration.

Steve Dyer thanked the AdCom members for all their hard work this year and for attending the virtual meeting.

Meeting adjourned at 12:28 PM EDT.