IEEE Systems Council AdCom Meeting
Friday, 29 April 2022 | 9:00 AM – 12:20 PM ET
Virtual via Zoom

Voting AdCom Attendees: Amir Aghdam, Paolo Carbone, Andy Chen, Walt Downing, Steve "Jack" Dyer, Chih-Peng Fan, Nelson Fonseca, Steve Holt, Rajiv Joshi, Okyay Kaynak, Fabrice Labeau, Cecilia Metra, Amir Mortazawi, Bozenna Pasik-Duncan, Vincenzo Piuri, 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

Jack Dyer called the meeting to order at 9:00 AM ET. Quorum was confirmed. All motions other than for approval of the agenda will be voted on during the Old Business/New Business after all presentations have concluded.

Approval of Agenda and Minutes – Dyer

MOTION: Vincenzo Piuri moved to approve the Spring 2022 AdCom meeting agenda as written. Georges Zissis seconded. Motion passed. M-2200

Introduction of AdCom Members – All

The AdCom members introduced themselves.

President's Message and Report – Dyer

Jack reviewed the main activities. In 2022, there have been three IEEE five-year reviews—SCRC review of the IEEE Systems Council; PRAC review of the *IEEE Systems Journal (ISJ);* and PRAC review of the *IEEE Journal on Miniaturization for Air and Space Systems (J-MASS).* All three processes are in the comment phase.

Jack's focus this year as President is to make tools, processes and information available to allow the AdCom to serve effectively and easily. His focal points included communication and tools; self-evaluation and strategic planning; reviewing and updating the field-of-interest statement (FoI) and governing documents; and initiatives regarding equity, diversity, inclusion and belonging.

Governing Documents – Dyer

Jack Dyer and Kim Fowler, SysC Secretary, are in the process of reviewing and revising FoI, Constitution, and Bylaws. Jack reviewed the current FoI and proposed changes, which are primarily editorial in nature. The bullet "Systems thinking" was added in response to the feedback from the SCRC via its review.

Budget and Finance – Rassa

Bob Rassa reviewed the 2020 conference data and 2017–2020 publications data. The preliminary 2020 results (without investment income) showed a surplus of $417K. AdCom meetings being held virtually led to a reduction of $43K in expenses. Conferences overperformed by $146.5K as a result of post-conference downloads. Publications overperformed by $202.7K as a result of overlength page charges and additional Open Access charges. The Council was solvent at the end of 2020, with $1,744K in reserves, and with investment income its net worth is about $2.44M.
In 2021, conference and publications generally continued to overperform. There was a net income of $446K. With investment income, the Council's total net worth was about $3M.
The 2022 budget was submitted in July with a projected surplus of $347.1K (without investment income). The budget included funding for two in-person AdCom meetings and one in-person Officers' meeting.
The Council continues to monitor the effects of Open Access and COVID on conferences.
It was noted that as the page count for the ISJ increases, the Council revenue also increases.

Conference Report – Chen

Andy Chen reviewed the three main conferences—SYSCON, ISSE, and RASSE. SYSCON 2022 revenue to date is $46.3K. ISSE 2022 will be held in person. The RASSE 2022 organizers met in Taiwan. The SCRC review recommended adding industry engagement into SYSC conferences, so RASSE is adding more industry involvement in its programing. There will be an EMEA conference held in Dubai in Q1 2023 as a joint conference with IEEE TEMS.

Member Services – White

The main areas that support the 2022 strategic plan are the chapters, senior members, industry and industry professionals, diversity and inclusion, cooperating with IEEE and non-IEEE entities, and Life Members committees. Stephanie provided a brief overview of the activities of the respective committees. The search continues for committee members to better help support the activities and initiatives.

Chapters - Fabrice Labeau, Chapter Chair, is looking to organize a Chapter Summit in conjunction with ISSE 2022. Two joint chapters were added in 2021, with ten more in discussion. He proposed creating new chapters with higher-grade members, with the potential of mentoring Student Branch Chapters. The committee needs more volunteers to support its initiatives.

Distinguished Lecturers - The DL Committee is seeking recommendations for DL speakers and experts in systems-related topics to review DL applications. Vincenzo reviewed the DLP Committee. This year's nominees have significant experience in academia and industry and are experienced lecturers.

Diversity and Inclusion - The D&I Committee is planning a panel event on best practices and reviewed diversity, equity and inclusion (DEI) data submitted to IEEE.

Senior Members - The SM Committee has an ongoing initiative to help participants with the Senior Member elevation process.

Industry Professionals - The IP Committee is looking to develop a survey to understand how SysC can improve industry interest and participation with the SysC.

Cooperation – IEEE and Non-IEEE Entities - These committees are looking at finding ways to improve communications with stakeholders and to better disseminate relevant information regarding systems engineering activities.

Life Members Committee – This committee is working on three initiatives: (1) A mentoring program with the Senior Members Committee, (2) Systems-engineering historical archive, and (3) Create a stepstone award.

Boardable – Osborn

Amanda Osborn provided a demonstration of the functionalities of Boardable. The primary tools the SysC will utilize are discussion boards, polls, documents, and meetings. Future electronic voting will be executed through Boardable. One goal of Boardable is to reduce the amount of email traffic. AdCom members should complete their profiles and become familiar with the primary functions demonstrated.

Awards – Rassa

The scholarship awards and the Outstanding Service Award nominations are under review. J-MASS and OJSE have not established best-paper awards. Amir Aghdam reviewed the IEEE Systems Journal process for selecting its Best Paper Award. The 2021 BPA was selected, and the authors have been notified.

Women in Systems Engineering (WiSE) – Handley

The WiSE focus has been on promoting women systems engineers and systems scientists, and inspiring others to pursue a systems-centric career. Holly Handley is the chair and reviewed the WiSE Committee. They sent out a survey to SysC Participants and created a membership mailing list. Holly reviewed the demographic data received from the survey, including the IEEE Regions represented. WiSE is looking to develop a database; nominate WiSE women for IEEE awards; expand the WiSE community with networking opportunities at conferences, chapter meetings, and student events; participate at IEEE WIE events; and encourage publication in journals. Based on the survey results, they have developed a quarterly educational webinar series.

Publications – Carbone

Paolo Carbone provided an update on the ISJ impact factor and CiteScore trends since 2016. The total downloads and usage are increasing, which increases revenue.

J-MASS has new special issues, is now tied to several major conferences, appointed 20 new Associate Editors, and has been delisted from the IEEE Watchlist.

The new *Open Journal of Systems Engineering* (OJSE) launched in Q1 2022. The co-sponsors are the SysC (40%), SMC (40%), and AESS (20%). Dale Blair is the Editor-in-Chief and is establishing the steering committee and editorial board. They have created a logo, a flyer, and websites. There are currently two special issues in progress. It was noted that AESS/SysC representatives have done the majority of the leg work to get the journal off the ground.

Paolo reviewed the impact factors and CiteScore performance trends for the financially co-sponsored journals—*Transactions on Big Data* and *Transactions on Cloud Computing*.

ACTION ITEM: Amanda Osborn to send Thomas Strasser the flyer and the call for papers for the OJSE.

Technical Operations – Holt

Steve Holt reviewed the Technical Committee activities. The chair position for the Intelligent Transportation Design TC is open, and the committee is actively seeking for a replacement. The new Systems Education TC Chair is Thomas Whitcher. In 2020–2021, there were five new TCs added, including two joint TCs.

Education – Holt

The Education Committee is looking for prospective candidates to create tutorials for the SysC Resource Center. Tutorials are free to SysC participants. The long-term goal is to offer educational credits related to the tutorials. They are requesting that all DLs, AdCom members, and Chapter Chairs consider developing tutorials for the Resource Center.

The Standards Committee is looking for systems-engineering documents that offer guidance on performing the systems-engineering process to be added to the Standards webpage on the SysC website.

Old Business/New Business – All

There was a discussion held regarding elevation to Senior Member status. It was suggested that the AdCom members should be looking for IEEE members in the area of systems engineering to support their elevation to Senior Member by the end of May. A goal is to have 30% of the nominations be women members.

There are several outdated actions listed on the Google Sheet that need to be reviewed and updated, or closed, as appropriate.

ACTION ITEM: Amanda Osborn to email the Action Item and Motions spreadsheet to the AdCom members. AdCom members to update or close out completed, outstanding action items.

Motions

MOTION: Vincenzo Piuri moved to adopt an integrated, web-based management platform, based on the product Boardable, for use by the AdCom. Stephanie White seconded. Motion passed. M-2201

MOTION: Vincenzo Piuri moved to revise the IEEE Systems Council's field-of-interest (FOI) statement to read as accompanies. Georges Zissis seconded. Motion passed. M-2202

MOTION: The Life Members Committee moved to add $2,000 USD to the 2023 budget to support an IEEE Systems Council stepstone award and a bronze plaque. Motion passed. M-2203

MOTION: The Distinguished Lecturer Committee moved to approve Rami Ghannam as a Systems Council Distinguished Lecturer. Motion passed. M-2204

MOTION: The Distinguished Lecturer Committee moved to approve Burak Kantarci as a Systems Council Distinguished Lecturer. Motion passed. M-2205

MOTION: The Distinguished Lecturer Committee moved to approve Joongheon Kim as a Systems Council Distinguished Lecturer. Motion passed. M-2206

MOTION: The Distinguished Lecturer Committee moved to approve Somayeh Sojoudi as a Systems Council Distinguished Lecturer. Motion passed. M-2207

MOTION: Paolo Carbone moved to accept the proposal by the IEEE Computer Society to have the IEEE Systems Council act as a technical co-sponsor of the newly proposed journal, IEEE Transactions on Privacy. Vincenzo Piuri seconded. Motion passed. M-2208

MOTION: Stephanie White moved to add the Systems Council logo to INCOSE webpage(s) that contain the INCOSE Systems Engineering Vision 2035. Motion was withdrawn. M-2209

MOTION: The Chapters Committee moved to add $2,000 USD to the 2022 budget and future annual budgets for two Chapter Awards, $1,000 USD for a regular chapter award and $1,000 USD for a student-chapter award. Motion passed. M-2210

The Publications Committee moved to add 500 pages to the page budget in 2022 for a total of 6,250 pages. Motion passed. M-2211

The next AdCom meeting will be 1–2 September 2022, in conjunction with AUTOTESTCON, in National Harbor, MD, USA.

Meeting adjourned at 12:12 p.m. ET.