Systems Council AdCom Meeting
21 April 2016
Hyatt Regency Grand Cypress
Poinciana AB
Orlando, FL

Attendees: Paolo Carbone, Bob Rassa, Roger Oliva, Steve Dyer, Rich Hochberg, Steve Holt – OES, Walter Downing – AESS, Robert Chen-Hao Chang – CASS, Andy Chen – Computer, Karl-Erik Arzen – CSS, Marco Parvis – IMS, Jose Azorin – RAS, Rodney Roberts – SMC.

Non-voting:
Jeffrey Rubin, Vincenzo Piuri, Stephanie White, Ophir Kendler, Robert Lyons, Edward Addy, John Schmalzel, Judy Scharmann
Guest: Sydney Givigi
Phone: Mark Montrose

Introductions, Review Agenda   **Carbone**
Changes to the Agenda: Move action items to end and add IoT Initiative.
Hearing no objections, agenda is approved as amended.

Review and approve Minutes   **White/Scharmann**
MOTION: It is moved to approve the minutes as amended. Rich Hochberg 2nd. Motion passed. M-0132
Amendment to the Fall 2015 Minutes: Preliminary informal information items should not be included when not based on evidence.

President's Report   **Carbone**
          Review appointments
(Presentation: Mypresentationv1)
Add Cloud Computing rep – Steve Dyer

MOTION: Rich Hochberg moved to accept the following appointments as presented:

Vincenzo Piuri as Author Education Liaison for 2016
Roger Oliva as representative for the Systems Council within the Environmental Engineering Initiative
Steve Dyer as representative for the Systems Council in the steering committee of the Transactions for Big Data
Stephanie White as liaison for Women in Engineering
Steve Dyer as representative to IEEE Cloud Computing
Bob Rassa 2nd. Motion passed. M-0133

          Review of TAB actions
Paolo reviewed the proposed IEEE Constitutional changes. There was a lot of discussion about this. The IEEE Board is in support, but the general feeling of TAB is to not support this. The Board of Directors wants to simplify, but it is disenfranchising the IEEE membership. The amendment was approved in November by the IEEE Board of Directors. The vote by the IEEE membership will be in August. If this passes, the Bylaws will be changed in November, and it will go into effect 30 days after the IEEE vote, so around Jan. 1.
          IEEE Brain Initiative

MOTION: Roger Oliva moved to join the IEEE Brain Initiative as a technical co-sponsor. Jose Azorin 2nd. Motion passed. M-0134

Discussion: Both Roger and Jose are active in this Brain Initiative.

Greg Adamson is asking for someone to join the BoG of Society on Social Implications of Technology (SSIT) as a non-voting member. There was discussion. Bob Lyons is a member of SSIT. It was decided that they need to join the council, and that can be our interaction.

ACTION ITEM: Paolo Carbone/Bob Lyons – Talk to SSIT and find out more information regarding their request for a Council rep to join their BoG. We cannot join as a rep, but should invite them to join our council and Bob Lyons can be their Rep to the Council. AI-0299

IoT Initiative
(Presentation: 12April2016_IoT_Transition_Meeting_Summary_Final)
Steve Holt attended a recent meeting on behalf of the Systems Council. If we were to join, it would be a commitment of $6,000 per year for 3 years. We need to see our financial picture first. There was a lot of discussion. The transition plan is in the works.

Finance Report   **Holt/Rubin**
(Presentation: IEEE SC Budget Present_21 April 2016)
Steve Holt presented about VP Finance, and areas of responsibility. VP Finance has responsibility for budget planning and monitoring. Treasurer approves all expenses.
Bob Rassa presented the numbers. (Presentation: SysCouncil Finance ReportApril2016 v2)
We received income from Cloud Computing $1,851 and Big Data $2,261.
The Systems Council is solvent.
                    Travel reimbursement policy.
(Presentation: IEEE Travel Expense Voucher)
The Council pays for Officers' travel, the Member Societies pay for the member rep travel.

Chapters Update   **White/Hochberg**
(Presentation: Systems Council Member Service Report 21 April 2016 Orlando-Fl -14Apr16)
Rich reviewed the chapters and joint chapters, and potential chapters.

ACTION ITEM: John Schmalzel/Bob Rassa/Rich Hochberg - Follow up with starting a chapter at Rowan. AI-0300

ACTION ITEM: Rich Hochberg – Send Judy a current list of active chapters. AI-0301

It is easy to change a chapter to a joint chapter. There was discussion regarding what strategy we want: joint chapters or stand-alone chapters? As the role of the Systems Council, it only makes sense to form joint chapters, however, another point of view was, this dilutes the Systems area. In order to serve our community, stand-alone chapters should be the choice.

Distinguished Lecturer Program   **White**
(Report: Systems Council DL)
Stephanie reviewed the recent Distinguished Lectures.
We have invited some Tutorial speakers from the Systems Conference to become DLs.
Andy Chen is willing to become a DL, as he travels a lot.

ACTION ITEM: Stephanie White – Arrange paperwork with Andy Chen to help him apply to be a DL for the Council. AI-0302

Publications/Journals   **Dyer/Piuri**
(Presentation: Systems Council Spring 2016 AdCom Publications Report 19April2016(1))
Vincenzo Piuri presented that we have a significant backlog with the Systems Journal, around 3,000 pages, (around 400 papers) and there is a need to increase the page count.

From 2015, the extra page charges have been collected. Before that, there was confusion, and payment was not enforced. Currently, we have 8 complimentary pages.

No special issues until the middle of 2017, in order to address our backlog.

Open Access – We must choose which model we want for Open Access:
1. Accept/Pay/Publish
2. Accept/Publish/Pay

Both processes are accepted by IEEE. This decision will not affect our revenue, as we only have three open access papers. It is more about the image of the Council.

MOTION: Bob Rassa moves that we accept the "Accept/Publish/Pay" model for Open Access, and establish a suitable penalty for non-payment. Rich Hochberg 2nd. Motion passed. M-0135

MOTION: Bob Rassa moves to allocate $15,000 for additional pages to the Journal for 2017. Steve Dyer 2nd. Motion passed. M-0136

For 2016, we need to decide on the extra pages, and the IoT Initiative ($6,000 per year for 3 years). Can we negotiate a lower amount, as seed money?
There was discussion on whether to spend our money on our programs (student programs were specifically mentioned, specifically a competition, or something that will really engage students), or on something like IoT. It was pointed out that many of our member societies are very much involved in IoT, and can keep Systems Council engaged. It was decided not to engage with IoT at this time.

ACTION ITEM: Paolo Carbone/Steve Holt – Go back to IoT and say we are not joining now, but ask what are our options for the future, and to please keep us informed. AI-0303

MOTION: Bob Rassa moved to allocate $10,000 for additional pages to the Journal for 2016. Steve Dyer 2nd. Motion passed. M-0137

Bob Rassa recommended that we set up a Student Program effort and see if we get any candidates.

Technical Operations   **Oliva**
(Presentation: tech-activities-scs16)
We have five active TCs, and a long list of possible TCs.
Roger reviewed the activities of all.

Nominations and appointments   **Rassa**
Shreek Mandayam resigned as VP Conferences. Paolo appointed Bob Rassa as interim VP Conferences.

We will have Officer elections at the Fall AdCom meeting in Edinburgh.
We have 6 elected offices, 2 appointed. Open offices:
President Elect
VP Member Services
VP Technical Operations
VP Conferences

If you have suggestions, please send to Bob Rassa.

Awards   **Carbone/Sun**
Approve documents
Outstanding Service Award – Bob Rassa Chair
Systems Journal Best Paper Award – Vincenzo Piuri Chair
Chairs of each award
James O. Gray Scholarship Update
Bob presented the background of the James O. Gray scholarship. (Presentation: SysCouncil Gray Scholarship)

MOTION: Bob Rassa moved to make the James O Gray scholarship for Graduate students, and to also include $2,000 for an Undergraduate award to be funded by the Council. Rich Hochberg 2nd. Motion passed. M-0138

Conference/Workshops   **Mandayam/Rassa**
(Presentation: SysCouncil Conference ReportApril2016)
Bob reported on the 2016 Systems Conference.
Systems Conference 2017 will be in Montreal, Canada.
2018 will be in Vancouver.
2019 will be back in Orlando.
ISSE 2016 will be in Edinburgh, October 3-5, 2016.
2017 ISSE – Locations of interest: Vienna, Germany, France
What about Asia? Do we want to start something there? We could possibly partner with someone in Asia.
Send Bob suggestions on possible partnerships in Asia. Henry Yeh, Robert Chang, and Andy Chen are all from Taiwan. IEEE has a China office. Andy Chen will meet Ning Hua on Monday and will investigate starting a conference with a partner in Asia, as well as starting a new chapter in the region.

ACTION ITEM: Andy Chen - Discuss the possibility of a conference partner in Asia. Work with Bob Rassa. Also, start the discussions for a new local chapter in China, with the assistance of Ning Hua, Director, IEEE China Office. AI-0304

ACTION ITEM: Ophir Kendler – Contact Hong Kong Institute of Engineers about the possibility of a conference partner in Asia. AI-0305

Member Society reps are invited to submit a special session for ISSE in Edinburgh.
EBCCSP 2016 is seeking a technical co-sponsorship. http://home.agh.edu.pl/~ebccsp16/
Seeing no objections, we will do this.

Fellows   **Rassa**
We have 3 nominees for Fellows this year.
We are seeking evaluators.

Thesaurus Editorial Board – Stephanie chairs. Please send Stephanie any new terms as necessary.

Young Professional Report   **Carbone/Kendler**
              Region 10 initiatives
There was a successful event at the conference this year.
Ophir suggests having some training for YPP.
There is no consistency in the YPP reps between societies. It has been suggested to formalize that role. Also, it is suggested to have a committee with all the YPPs from the Systems Council and all the member societies.

Member Society Rep Reports   **All**
              I&M Magazine article
There is an article about the Systems Council written by Paolo Carbone in the I&M magazine.
              Henry Yeh
(Presentation: 1 Yeh EE ADC 2016)
Henry Yeh introduced himself and gave his background, and local activities.

ACTION ITEM: Judy Scharmann - Connect Henry Yeh with the MTT reps. AI-0306

Member Society Rep reports
IMS – Marco Parvis (Presentations: SystemsCouncl-IM-report and PresentationIM)
RAS – Jose Azorin (Presentation: robotics_and_automation_society)

Old Business   **Carbone**
None

New Business   **Carbone**

John Schmalzel presented a proposal to create a Journal focused on Small/Cube/Pico Satellites (Presentation: J_Pico_Sat_Proposal_2016B)

It was suggested that we need a TC for CubeSat. We should also pursue the Journal. We need to show there is a community to support this Journal.

MOTION: Bob Rassa moved that we initiate a Form 1 proposal for a Journal on CubeSat technology (exact title to be determined), and invite all member societies to join in co-sponsoring this Journal with the Systems Council. Rich Hochberg 2nd. Motion passed. M-0139

ACTION ITEM: Roger Oliva – Start a TC on CubeSat. AI-0307

We would welcome any member society to be a co-sponsor.

ACTION ITEM: John Schmazel/Steve Dyer/Bob Rassa – Phase 1: put the Form 1 proposal together for the Journal on CubeSat Technology. AI-0308

Systems Council Review - February 2017
We have a Council review in 2017. Bob Rassa and Paolo Carbone will work on the document.
ACTION ITEM: Bob Rassa/Paolo Carbone – Complete the Society Review Doc, once received from IEEE. AI-0309

We have a strategic plan that needs to be updated.

ACTION ITEM: Bob Rassa – Work with officers to update the strategic plan. Committee: Roger Oliva, Rich Hochberg, Paolo Carbone, Bob Rassa. AI-0310

There was discussion about making IEEE more attractive to young members. We need to show benefits that are beneficial to young: be connected, professional development. We need to engage faculty, and faculty can engage students.

Wrap-up   **Carbone**

Review Action Items   **Scharmann**
ACTION ITEM: Paolo Carbone – Write to all member reps requesting presentations at AdCom meetings. Also consider extending meeting so we can spend more time on collaborating with member reps. AI-0311

Next meeting: Monday, October 3 in Edinburgh, Scotland
We will have a President's dinner again in November.

Adjourn
The meeting was adjourned at 4:00 pm.