

**IEEE Systems Council Officers Meeting**  
**10 April 2025 | 0800 EST**  
**Delta Hotels Montreal**

**Attendees:** Paolo Carbone, Andy Chen, Ketra Schmitt, Weihua Zhuang, Loretta Arellano, Joanne Wong, Shreek Mandayam, Steven Li, Sanjeevikumar Padmanaban, Fabrice Labeau, Usman Munawar, Bozena Pasik-Duncan, Maria Pia, Andre Oboler, Chamika Sudusinghe

**Virtual Attendees:** Walt Downing, Deepak Mathur, Alireza Safaee, Sahar Hoteit, Stephanie White, Karl Arunski, Norbert Herencsar

**Staff:** Meghan Smith

**Action Item Summary:**

ACTION ITEM: Steven Li to create a list of overhead expenditures and coordinate with Shreek Mandayam to present at Fall ExCom meeting (Due Date: May 31, 2025)

ACTION ITEM: Andy Chen to provide complete list of guests to Loretta Arrellano (Due Date: June 30, 2025)

ACTION ITEM: Andy Chen, Stephanie White, Rajiv Joshi, and Alireza Safaee to further discuss INCOSE MOUs (Due Date: May 15, 2025)

ACTION ITEM: Meghan Smith to send list of slides to Andy Chen and Joanne Wong to remove confidential meeting slides from SYSC site (Due Date: May 15, 2025)

ACTION ITEM: Andy Chen to discuss SEBOK and SWEBOK synergy with Art Pyster and Alfredo Goldman (Due Date: May 15, 2025)

ACTION ITEM: Joanne Wong to collaborate with Andy Chen and society reps from IES, IAS, CASS, and RS collaborate on additional ideas should gather offline to discuss them further (Due Date: May 31, 2025)

ACTION ITEM: Meghan Smith to coordinate with Loretta Arellano to upDue Date Chapter formation requests to be sent to Chapter Chair instead of President. (Due Date: April 30, 2025)

ACTION ITEM: Joanne Wong to determine timeline for approval of bylaw revisions with Andy Chen, and Walt Downing (Due Date: May 15, 2025 )

ACTION ITEM: Joanne Wong and Andy Chen to build in contingency in the SYSC bylaws for if president-elect is unable to fulfill duties. (Due Date: May 15, 2025)

Meeting commenced at 0814 EST

### **Welcome and Call to Order**

Andy welcomed all attendees and overviewed the plan for the Officers meeting before the AdCom meeting later in the day. He facilitated introductions for all meeting attendees.

**MOTION: Andy Chen moves to approve 2024 Systems Council Fall AdCom meeting minutes. Paolo Carbone seconded. Motion passed.**

**MOTION: Andy Chen moves to approve the 2025 Systems Council Spring AdCom agenda. Fabrice Labeau approves. Paolo Carbone seconded. Motion passed.**

### **Presidential Overview - Andy Chen**

Council Events – Andy reviewed key events from the past year, including the February 2025 Officers Retreat, which focused on strategic planning and team building. High-level TAB volunteers attended, ensuring broad leadership representation. Later that month, the Member Society President Dinner was held.

Appointments and NI – Andy announced four new appointments: Loretta A. (20th Anniversary celebrations), Andre O. (PPAC Chair), Dr. Shiyun Hu (Deputy VP Technical Operations), and Usman Munwar (2025 Awards Chair). The 2025 awards process is nearly complete. Fabrice confirmed that recent IEEE changes will shift some awards from IEEE-level to Society/Council level. Award amounts were also reviewed, with some increases made last year.

Committee Updates – There are currently 33 committees, though some are inactive or vacant. Committees fall into three categories: standing, ad hoc, and representatives to IEEE OUs. Active ad hoc committees should transition to standing committees, requiring AdCom approval and Bylaws updates. Andy aims to streamline the structure to clarify roles and responsibilities.

He also noted the distinction between voting representatives and non-voting information gatherers. Bylaws currently imply, but do not list, standing committees for Technical Operations (TO) and Member Services (MS) VPs; this is not seen as an urgent issue right now.

To support consistency, Andy will create charter templates for ad hoc committees, covering Overview, Responsibilities, Members, and Reporting. Standing committees already outlined in the Bylaws do not need these.

A draft structure for representatives was also shared. Andy emphasized it is a starting point and welcomed feedback from VPs and leadership.

### **Financial Report - Shreekanth Mandayam**

Shreek presented the 2024 financial report for SYSC, covering revenue, expenses, and net totals. He noted that overall expenses are lower than budgeted, and recommended a discussion to ensure allocated resources are fully utilized.

Chapter grants were mentioned as a potential investment area that may not generate revenue but could support local engagement. Some suggested these grants could also fall under membership promotion efforts. This led to a broader discussion on the mission of IEEE—whether its focus is on charitable activities or revenue generation.

There was also discussion around unbudgeted expenses that still require funding. The recommended process is to email the treasurer or relevant parties to ensure these items can be accounted for in the budget. Andy emphasized the importance of clear budget planning so that, once approved, funds can be freely used by committees within their allocations, streamlining the overall process.

SYSC Treasurer Steven Li added that the focus should not be whether to spend money, but how to allocate it most effectively. He noted that IEEE provides a recommended financial strategy for Organizational Units (OUs), which can guide the Council in aligning spending with its core mission.

To support strategic planning, a proposal was made to issue a call for budget proposals. This would provide a structured process to collect and review funding ideas in advance of budget approval.

### **Conferences Report - Paulo Carbone**

Paolo presented updates on past, current, and upcoming Council conference activities.

SysCon – Financials showed a decline in registrations, paper submissions, and revenue compared to the previous year. However, 2024 saw over 65,000 paper downloads from IEEE Xplore.

RASSE – Past financial deficits were noted, but this year's event is on track to grow, with papers already submitted and planning underway.

ISSE – Last year's conference made a profit, and the upcoming October event is also projected to be financially successful. Planning for next year's conference is in progress, focusing on a regional participant base. Local organizers are not required to be SYSC members but must be IEEE members and capable conference organizers, regardless of technical background. Combined, RASSE and ISSE had approximately 29,000 downloads from IEEE Xplore.

Strategic Plan Objectives – Paolo shared objectives to support high-quality conferences, generate surplus, and refine best practices for SYSC events. Short-term actions include budget reviews and stronger SYSC engagement, while longer-term goals span a three-year horizon.

Conference Performance – In addition to the three main conferences, the Council co-financially sponsors four others. Paolo noted that SYSC has a 24% average net/expense ratio over three years, exceeding the IEEE S/C budget expectation of 20%.

### **Publications Report - Fabrice Labeau**

ISJ EiC Search – The Editor-in-Chief nominee for ISJ was selected by the search committee, and a motion for instatement will be presented to the AdCom later in the day. The proposed language and details of the motion were shared.

20th Anniversary Special Issue – ISJ will publish a special issue commemorating the Council's 20th Anniversary, with a target release by November. Distribution options for hardcopies were discussed, including bringing copies to the Fall AdCom meeting and RASSE. Sending copies to chapter chairs was suggested but may be cost-prohibitive due to international shipping. Fabrice asked officers to consider how they would use the hardcopies to help estimate the number needed. Per the President's suggestion, 10 hard copies will be allotted to each Officer, as an estimate of usage

ISJ Submissions and Scope – ISJ is currently experiencing lower submission numbers, partly due to issues with unethical author conduct and a possible narrow scope. To address relevance and attract more submissions, Fabrice proposed a scope revision from "systems and systems" to "complex systems or systems-of-systems." The motion will be brought to AdCom for approval, followed by submission to the TAB Periodicals Committee.

Open Journal of Systems Engineering (OJSE) Ad Hoc – OJSE is not publishing enough content to qualify for an Impact Factor and ranks low (152 out of 167) in submission-to-publication timelines. An ad hoc committee, working with the OJSE Steering Committee, was formed to explore next steps, listed below.

Challenges Identified: A narrow scope limits submissions, and the open-access model may not appeal to researchers in the field.

#### Potential Paths Forward:

- Terminate the journal
- Update the scope to include areas like "Digital Twins" or align with ISJ while maintaining a Gold OA model

While impact is uncertain, the journal will proceed with a Digital Twins-themed Special Issue as an interim step.

### **Member Services Report - Bozenna Pasik-Duncan**

Bozenna presented an overview of committee activities. There are nine committees under Member Services, and their reports have been submitted for reference. She reminded attendees that each chapter is eligible to receive \$500 in annual funding.

Bozenna requested clarification regarding Distinguished Lecturer (DL) talks and whether they are financially supported. It was confirmed that DL talks are supported with \$1,000 in funding, provided the appropriate procedures are followed.

### **Technical Operations Report - Andre Oboler**

Andre presented an update on the TO activities. A recent survey yielded over 100 responses and resulted in 10 proposals to either reform existing Technical Committees (TCs) or create new ones. Of these, three are new, three are refocused, and four remain unchanged. These TCs will not be formally proposed at this time, but work will continue to develop them.

Andre also noted that four previous TCs are being closed. To move forward with the proposed and refocused TCs, leadership teams will be established and development plans created before submission to AdCom for approval. Expectations for the new and revised TCs were outlined, with more detailed information to follow.

### **Other Council Business - Loretta Arellano/Usman Munawar/Andre Oboler/Sanjeevikumar Padmanaban**

20th Anniversary Celebration – Loretta presented plans for the Council's 20th anniversary celebration, to be held during RASSE 2025 in November. Attendance is expected to be around 90, with a maximum of 150. Entertainment, giveaways, and the potential for a 20-minute banquet speaker are under consideration.

Key next steps include AdCom approval of the logo, distribution of hardcopy invitations at upcoming in-person events, and budget approval by the Officers. The estimated budget is \$45,000 and will be presented for AdCom approval tomorrow. Questions were raised about IEEE branding approval of the logo—it has not yet been submitted but will be.

Awards Committee – Usman gave a preview of his AdCom presentation, sharing the number of applications received and observations on improving the Awards Committee's structure. He proposed better nominee vetting, an eligibility check process, and an awards gala to raise visibility. He also introduced an updated committee structure. There was agreement that the ISJ BPA should be listed among SYSC awards, even if judged by the journal's Editorial Board. Planned efforts include expanding promotions, launching new awards (e.g., student, YP, WIE), and establishing a gala event.

Public Policy – Andre explained the purpose of public policy and the role of IEEE's Global Policy Caucus (GPC), which supports efforts like securing access to conferences restricted by government policies. GPC's responsibilities include drafting support documents, advising IEEE leadership, and developing metrics to evaluate policy effectiveness. Position statements were

discussed, along with how technology policy whitepapers differ by focusing on education rather than advocacy.

Education Committee – Sanjee presented initiatives including the Online Distinguished Lecturer Program and proposed partnerships with INCOSE to develop course modules and a digital library of educational materials. Joint university certifications are also being considered. It was noted that most IEEE Councils do not have magazines, but the Sensors Council has developed one focused on industry. IEEE Reach was recommended for outreach efforts. Joanne suggested incorporating entrepreneurship into SYSC’s programming, offering examples from Quantum Week, where startups and investors are engaged in innovation-focused events.

Meeting recessed at 1155 EST.

**IEEE Systems Council AdCom Meeting Day 1  
10 April 2025 | 1300 EST  
Delta Hotels Montreal**

**Attendees:** Paolo Carbone, Andy Chen, Ketra Schmitt, Weihua Zhuang, Loretta Arellano, Joanne Wong, Shreek Mandayam, Steven Li, Sanjeevikumar Padmanaban, Fabrice Labeau, Usman Munawar, Haibin Zhu, Bozenna Pasik-Duncan, Maria Pia, Andre Oboler, Amir Aghdam, Andy Knight, Rajiv Joshi, Gregory Lyons, Somayeh Sojoudi, Hiroo Sekiya

**Virtual Attendees:** Walt Downing, Deepak Mathur, Shashikant Patil, Alireza Safaee, Stamatis Karnouskos, Norbert Herencsar, Karl Arunski, Haibo Zhou, Stephanie White, Sahar Hoteit, Chamika Sudusinghe

**Staff:** Meghan Smith

Meeting commenced at 1303 EST

Andy welcomed all and facilitated introductions of all attendees.

**MOTION: Joanne Wong moves to approve the 2025 Spring AdCom Agenda. Steven Li seconded. Motion passed.**

**MOTION: Shashikant Patil moves to approve the Fall 2024 meeting minutes. Paolo seconded. Motion passed.**

**President's Welcome and Overview - Andy Chen**

Andy opened the meeting with a summary of Council activities and recent milestones, including the Officers Retreat and President’s Dinner held in February 2024. He also noted recent appointments: Loretta Arellano (20th Anniversary), Andre Oboler (PPAC Chair), Dr. Shiyun Hu (Deputy VP TO), and Usman Munwar (2025 Awards Chair).

He provided an overview of SYSC committees, emphasizing the need to streamline ad hoc committees. Since these are appointed annually by each President, many have become inactive or lack continuity. The goal is to identify which committees are essential and move active ad hoc groups to standing status through AdCom approval and Bylaws updates. All selected committees will be required to draft a charter outlining responsibilities and structure.

Andy also introduced a proposed representative structure and invited discussion. Some attendees noted confusion around current committee memberships, which Andy acknowledged. He pointed out that some committees, such as Liaison and Transnational, are written into the Bylaws but remain inactive—highlighting the need for better clarity and accountability.

### **Financial Report - Shreekanth Mandayam/Steven Li**

Shreekanth opened the financial report by presenting the 2024 financials. The Council is slightly under revenue targets (by about 5%) but also under budget on expenses. He emphasized the importance of committees fully using their allocated budgets to avoid returning surplus to IEEE.

Discussion followed regarding investment in student activities—not just for community benefit, but also potential membership growth. Some expressed concern that students often leave IEEE once student rates expire, reducing long-term value.

A suggestion was made to plan for a moderate deficit, which is permissible by IEEE as long as it is not done every year, allowing flexibility to adjust programs if needed during the year.

Steven continued with the Q1 financial forecast and planning. He noted that IEEE has eliminated some older rules (e.g., 3% and 50% guidelines on New Initiatives), as most OUs bypassed them in actual practice. The group agreed it is more efficient to use forecasted surpluses rather than navigating IEEE's NI process. The Council also recommends finalizing budgets earlier in the year to ensure funds are fully utilized.

IEEE is now revising its "Watchlist" criteria to encourage OU spending, even in planned deficit years.

Steven outlined the treasurer's duties, including contract planning, invoice and ER approvals, and investment strategy. He and Andy are reviewing 2025 contracts. Discussion followed on strengthening the Council's relationship with INCOSE and maximizing ROI on services. Andy plans to engage INCOSE leadership to avoid duplicated efforts and explore deeper collaboration.

### **Conferences Report - Paulo Carbone**

Paolo presented updates on the Council's conferences:

- **SysCon:** 2024 saw a drop in registrations, papers, and revenue, though over 65,000 paper downloads were recorded.

- **RASSE:** Previously ran at a deficit; 2025 planning is on track with submitted papers already in.
- **ISSE:** Had a profit last year; this year's October conference is expected to perform similarly. 2025 plans are underway, with a focus on regional participants for stronger local turnout.

Strategic Objectives for conferences include improving quality, increasing surplus, and refining best practices. Short- and long-term goals include budget reviews, stronger SYSC involvement, and clear conference planning tools.

SYSC co-financially sponsors four additional conferences. The Council's 3-year average net/expense ratio is 24%, exceeding the 20% IEEE expectation.

There was also discussion about local chapter involvement and the use of the Conference Guide. It was agreed that confidential materials (e.g., meeting slides) should be removed from the public SYSC site.

### **Publications Report - Fabrice Labeau**

Fabrice presented updates on SYSC publications and its activities.

ISJ EiC 2026-2027 Appointment: Ruqiang Yan was selected by the ad hoc committee and presented to the AdCom for approval as the 2026–2027 EiC.

**MOTION: The AdHoc Committee for the IEEE Systems Journal Editor-in-Chief Search unanimously moves to approve Ruqiang Yan as the 2026-2027 IEEE Systems Journal Editor-in-Chief. Motion passed unanimously.**

The 20th Anniversary Special Issue of ISJ will be published in November 2025. Hard copies will be provided at RASSE and for chapter events.

ISJ Challenges: Submissions are down due to hyperprolific author misconduct and stricter scope enforcement, resulting in reduced revenue. Given the financial implications that the narrower scope is causing, it is proposed to slightly change the wording of the scope from “systems and systems” to “complex systems or systems-of-systems”.

**MOTION: AdCom mandates VP Pubs and SJ EiC to propose to IEEE TAB Periodicals Committee a scope change for IEEE Systems Journal as follows:**

**“The IEEE Systems Journal provides a systems-level, focused forum for application-oriented manuscripts that address complex systems and ‘or’ system-of-systems of national and global significance.” Paolo Carbone seconds. Motion passed.**



OJSE Update: The journal is underperforming—low submissions and long publication timelines (ranked 152/167 in IEEE OA publications). An ad hoc committee presented options:

- Terminate the journal
- Revise scope (e.g., add “Digital Twins” or align with ISJ’s scope under a Gold OA model)

Going forward, a Digital Twins Special Issue will proceed as a test case. The committee will reconvene in 4 months to determine next steps for the journal after its PRAC review.

Concerns were raised over editorial engagement and topic relevance. Broader challenges of launching and sustaining a new journal were also discussed.

### **Collaboration Initiatives with Member Societies - Society Representatives**

- **Reliability Society (RS) – Loretta Arellano**  
RS has seen rapid growth, especially among students. They own 4 publications (including a new magazine) and 1 conference. Potential collaborations with SYSC include conference sponsorship, Systems Council 101 training materials, and volunteer engagement initiatives.
- **Circuits and Systems Society (CASS) – Hiroo Sekiya**  
CASS has 75% of its members in Region 10 and hopes SYSC will expand its presence there. Their report highlighted conference activities and work in industry standardization.
- **Industry Applications Society (IAS) – Andy Knight** IAS focuses on areas like process industries and power systems, with 14,000 total members. Collaboration possibilities were generally discussed.
- **Industrial Electronics Society (IES) – Stamatis Kalogirou**  
IES is interested in cross-society industry efforts with SYSC, such as joint panels, flagship conferences, and an industry advisory board comprising IEEE societies and major companies.
- **Society on Social Implications of Technology (SSIT) – Ketra Schmitt**  
SSIT explores the societal and ethical impacts of technology. Their publications blend technical and cultural perspectives. Proposed collaborations include joint panels and discussions with SYSC.
- **Systems, Man, and Cybernetics Society (SMCS) – Haibin Zhou**  
SMCS’s structure is based on its TCs. Goals include innovation, professionalism, and outreach. Planned activities include summer schools and publications. A major 2025 initiative is their AI Task Force.
- **Geoscience and Remote Sensing Society**  
No representatives were present.

Joanne suggested engaging with IEEE Entrepreneurship (8,000+ members) to develop SYSC-related initiatives and programs.

Meeting recessed at 1645

**IEEE Systems Council AdCom Meeting Day 2**  
**11 April 2025 | 0800 EST**  
**Delta Hotels Montreal**

**Attendees:** Paolo Carbone, Andy Chen, Ketra Schmitt, Weihua Zhuang, Loretta Arellano, Joanne Wong, Shreek Mandayam, Steven Li, Sanjeevikumar Padmanaban, Fabrice Labeau, Usman Munawar, Haibin Zhu, Bozena Pasik-Duncan, Maria Pia, Andre Oboler, Amir Aghdam, Andy Knight, Rajiv Joshi, Gregory Lyons, Somayeh Sojoudi, Alfredo Goldman, Sidney Givigi

**Virtual Attendees:** Walt Downing, Alireza Safaee, Stamatis Karnouskos, Norbert Herencsar, Stephanie White, Chamika Sudusinghe

**Staff:** Meghan Smith

Meeting commenced at 0802

Andy thanked everyone for attending the dinner and asked new attendees to introduce themselves.

**Society Representatives Continued - Computer Society (CS) and Vehicular Technology Society (VTS)**

- CS - Alfredo Goldman presented on CS, starting with several newly approved 2025 initiatives. Highlights include motivating young people with the CS Juniors Program IEEE “30 in their 30s”, and award recognition. He mentioned several collaboration opportunities, including joint online educational content and SWEBOK.
- VTS - Weihua Zhuang presented for her represented society and started with a general introduction of the society. Their 3 Field of Interests include mobile communications, motor vehicles, and land transportation. With a total of 10,000 members and 5 fully-owned publications, VTS is represented in 106 countries. VTS focuses on developing standards, with 7 committees dedicated to it, along with 10 technical committees. Collaboration opportunities were presented, including content sharing in newsletters and industry-focused events.

**Next Steps - Societies (Andy Chen)**

Andy facilitated discussion on possible collaboration efforts between the Council and its member societies.

- VTS  
Focused on standards development and publication, and partnering on multi-topic conferences in underserved regions. Emphasis was placed on maintaining high

professional standards regardless of location.

- CS  
Suggested collaboration around expanding *SWEBOK* to include systems of systems. Discussed educational outreach for grades K–12 and methods to engage time-constrained professionals—debated effectiveness of in-person vs. video content, with mixed opinions based on generational preferences.
- SMCS  
Expanded on their Model-Based Systems Engineering TC and its activities at IEEE SOSE. Shared ongoing efforts through their AI Task Force and Strategic Technology Areas. Noted a signed MOU with OJSE as a potential path for collaboration.
- SSIT  
Proposed a systems track at the IEEE ISCAS conference and a possible column in the SSIT journal. Also suggested a cultural implications track at SysCon 2026 or later.

Participants supported scheduling an in-person collaboration-focused meeting ahead of the next formal gathering.

### **Technical Operations Report - Andre Oboler/Shiyan Hu**

Andre presented the Technical Operations report. A recent survey received over 100 responses and generated 10 viable proposals for Technical Committees (TCs), including a mix of revised, new, and remaining TCs. A full table of proposals was shared. Each TC will need to develop an Operations Manual outlining roles, activities, and expectations before presenting to AdCom for approval. The goal is to ensure all TCs are active and meaningful.

A possible budget for each TC was briefly discussed as a future consideration. Other Councils allow TCs to host workshops and conferences, which can become a self-sustaining revenue cycle. However, some expressed concern about potential conflicts with SYSC's current leadership and conference structures, emphasizing the need to avoid overlap or internal competition.

### **Member Services Committee (MSC) Report - Bozenna Pasik-Duncan**

Bozenna Pasik-Duncan presented the Member Services Committee (MSC) report, beginning with an overview of the committee's mission and structure. MSC has 9 subcommittees. Loretta Arellano gave an update on the Chapters Subcommittee, listing all chapters and flagging those that are inactive or unresponsive. Per IEEE guidelines, chapters with no contact will be dissolved. The annual Chapter Award will be presented at the November AdCom banquet. Plans for 2025 include continuous outreach, VTools training, and the Chapter Summit.

A sample chapter quad chart was shared to promote engagement and transparency. A question was raised regarding how chapter reports are used; Bozenna noted that although they are

reviewed, they are not currently circulated. However, timely reporting is essential to avoid dissolution.

Life and Senior Members - Walt gave a brief update on Life and Senior Members activities. The Lone Star Section Life Members Group held 75 meetings in 2024, many in collaboration with other local chapters. Highlighted activities include history articles featuring SYSC Life Members.

#### **Young Professionals Committee Report - Chamika Sudusinghe**

Chamika Sudusinghe presented the Young Professionals (YP) report. Highlights from 2024 include leadership appointments, funding, and early planning for educational programs. The YP committee structure and goals for 2025 were shared.

#### **WiSE Committee Report - Somayeh Sojoudi**

Somayeh Sojoudi presented the WiSE Committee report. The 2024 webinar schedule will mostly likely include six events (bi-monthly). Featured interviews with WiSE women are now available on the SYSC website. Recent and future events include the SysCon WiSE reception and proposed luncheons at upcoming conferences. The recent WIE event revealed the need for better promotion and student travel support. A reminder was given to document all chair activities to aid in future leadership transitions.

#### **Industry Professionals Committee (IPC) Report - Stamatis Karnouskos**

Stamatis Karnouskos gave the IPC update. Analytics show 15% industry and 3% government participation in SYSC activities. Future plans include strengthening ties with SYSC societies and other committees. The MoU with INCOSE was noted as a key opportunity. Challenges include low engagement and limited support, but growth remains a priority.

#### **Constitution and Bylaws (C&B) Committee Report - Joanne Wong**

Joanne Wong presented proposed Bylaws changes, which will be submitted for AdCom approval. If accepted, they will be sent to IEEE for final review. Revisions include grammatical clean-up, removal of the Transnational Committee, addition of WiSE as a standing committee, and extending the Past President term from one to two years. It was also suggested to include a review of ad hoc committees during this process, and it was agreed to do so. A suggestion was made to expedite the approval process through a virtual meeting rather than a mail-in vote. Lastly, Stephanie White volunteered to join the committee, and she was approved as a member.

#### **Nomination and Appointments (N&A) Committee Report - Walt Downing**

Walt Downing presented remotely as Chair of the N&A Committee. He shared plans for the 2025 elections, which will include positions for President, VP Conferences, VP Technical Operations, VP Publications, and VP Finance. Elections will be held at the Fall AdCom meeting. Bylaw articles related to nominations, elections, and appointments were reviewed, and the election order, per Article III, Section 12, was noted.

**MOTION: Walt moves to appoint Stephanie White, Steve Holt, and Andre Oboler as 2025 N&A Committee Members. Motion passed.**

### **Awards Committee Report - Usman Munawar**

Usman Munawar presented the Awards Committee report. He shared the number of nominees received for 2025 and highlighted key achievements, including the formation of the committee, development of evaluation documents, and the creation of reserves documentation. He introduced a new vetting process to ensure the eligibility of all candidates and outlined IEEE policies restricting awardees to one lifetime award and disqualifying current board members from award consideration.

Awards promotion strategies include social media announcements, member notifications, updates to the website and newsletter, and submissions to the IEEE Awards platform. Plans for a new SYSC Awards Gala were shared, to include dinner, networking, and short speeches from both awardees and the SYSC President.

Usman also presented ideas for new awards, including student travel grants to SYSC-sponsored conferences, special mentions for volunteers during Officer meetings, and a customized CEE Conference Audience Development Program.

### **Diversity, Equity, Inclusion, and Belonging (DEIB) Committee Report - Stephanie White**

Stephanie White presented the DEIB Committee report. She reviewed recent events and introduced the current committee members. She discussed the evolving DEI landscape in the United States, including recent federal statements and legislation that have impacted funding and policy. IEEE's response has included a pause on its DEI website, replacing it with "Expanding Collaboration & Engagement."

Actions of the committee include working with DEIBT (Stephanie has included "Trust" as the last letter in this abbreviation) Committee Members to develop plans to progress, and answering the questions of how we can move through the current challenges of DEI, especially within the US.

### **Public Policies - Andre Oboler**

Andre Oboler presented the Public Policy report, beginning with a definition and explanation of its purpose. He shared that the IEEE Global Policy Caucus (GPC) supports efforts related to travel restrictions and other public issues. The GPC provides local support and drafts documents for engagement. Andre clarified that IEEE technology policy white papers aim to inform and educate rather than take a position.

He also introduced the concept of position statements, including examples and their 3-year renewal timeline. Opportunities for the Council include producing its own white papers or, less commonly, official IEEE position statements, which require IEEE approval and alignment with government engagement.

## **IEEE SYSC Cooperation Committee Report - Rajiv Joshi and Alireza Safaee**

Rajiv Joshi and Alireza Safaee presented the report of the IEEE SYSC Cooperation Committee. Stephanie White was thanked for her role in establishing this group. The committee aims to coordinate collaboration among SYSC member societies. Each society is invited to provide one Distinguished Lecture (DL) talk annually, with a goal of up to 20 talks per year.

Quarterly reporting to SYSC will include a summary of DLs and proposed talks. Current accomplishments were discussed, and challenges related to DL talk selection were noted. A successful webinar example was shared, and Rajiv encouraged greater participation in the initiative. Andy added that this collaboration reflects an area SYSC can further improve, while remaining conscious of limited resources.

## **SYSC 20th Anniversary Celebration - Loretta Arellano**

Loretta Arellano gave an update on the SYSC 20th Anniversary Celebration, scheduled for RASSE 2025 in November. The event will accommodate 90–150 attendees and will include entertainment and giveaways, such as challenge coins and anniversary logo pens. Hardcopy invitations will be sent by June, and suggestions from attendees are welcome.

**MOTION: Loretta Arellano moves to approve the 20th anniversary Systems Council logo. Seconded by Steven Li. Motion passed.**

Loretta presented the proposed \$45,000 budget for the event, reviewing each component and answering questions. Approval from AdCom was requested.

**MOTION: Loretta Arellano moves to approve the 20th anniversary Systems Council budget of \$50,000 for the celebration banquet at the Chapter Summit. Seconded by Fabrice Labeau. Motion passed.**

## **Awards Committee Motions**

Following Usman's earlier presentation, he submitted three motions based on his proposals for AdCom approval:

**MOTION: Usman Munawar moves that the IEEE Systems Council approve the establishment of the Conference Student Publication and Travel Grant Program with the \$15,000 USD grant yearly to encourage and support student participation in Systems Council-sponsored conferences. Paolo Carbone seconded. Motion passed.**

**MOTION: Usman Munawar moves that the IEEE Systems Council approve the establishment of a Special Mention Recognition program to acknowledge and appreciate**

**exceptional contributions made by volunteers within the Systems Council community. Seconded by Paolo Carbone. Motion passed.**

**MOTION: Usman Munawar moves that the IEEE Systems Council approve the establishment of a Conference Audience Development Program (CADP) to strategically enhance outreach, participation, and visibility for Systems Council conferences. Seconded by Paolo Carbone. Motion tabled.**

The third motion from Usman was tabled due to lack of information surrounding the financial resources needed for the CADP. This will be presented again later in the year once information is gathered.

A general discussion followed about establishing AdHoc committees as standing committees and integrating them into the bylaws. Attendees were asked to share feedback on the meeting. Concerns were raised about nearly missing quorum and ensuring secondary representatives attend if primary ones are unavailable. Andy noted that while attendance cannot be forced, engaging topics can encourage participation. A shared sentiment was appreciation for active participation from member societies.

In closing remarks, Walt Downing expressed interest in joining the C&B Committee. Joanne Wong confirmed he is welcome to join.

Meeting concluded at 1222 EST