IEEE Systems Council AdCom Meeting
Day 1: Thursday, 20 April 2023 | 12:45 PM – 5:00 PM PT
Vancouver, BC, Canada

Voting: Amir Aghdam, Paolo Carbone, Andy Chen, Mingcong Deng, Walt Downing, Bozenna Pasik-Duncan, Jack Dyer, Chih-Pen Fang, Prasanta Ghosh, Rajiv Joshi, Steve Holt, Stamatis Karnouskos, Fabrice Labeau, Wei-Jen Lee, Ruidong Li, Greg Lyons, Shreekanth Mandayam, Antonio J. Marques Cardoso, Andre Oboler, Vincenzo Piuri, Bob Rassa, Jeff Rubin, Jason Rupe, Yang Shi, Rifat Sipahi, Kim Fung Tsang, Stephanie White, Aylin Yener

Not in attendance: Jyotika Athavale, Lucio Cabinattoni, Michael Cardinale, Andy Knight, Ming Hour, Shiyan Hu, Emanuele Menegatti, Stephen Mozer, Yoshifumi Nishio, Michele Nogueira, Ernie Parker, Mark Wehde, Alexander Wyglinski

Non-Voting: Katie Wilson, Wei Zhang

Guests: Sanjeevikumar Padmanaban, Haifeng Zhu

Staff: Bailey Campin, Amanda Osborn

Roll Call and Approval of Agenda and Minute– Downing
Walt Downing called the meeting to order at 1:02 PM PT. Roll call was conducted and quorum was confirmed. The Fall 2022 AdCom meeting minutes and Spring 2023 AdCom agenda were approved as written.

MOTION: Walt Downing moved to approve the 2022 Fall Administrative Committee Meeting minutes. Jack Dyer second. Motion passed. M-2216.

Division X Director's Comments– White
The Technical Activities Board (TAB) Strategic Directions Committee is working on coordinated, sustainable IEEE-wide efforts, data-based business, management of multiple societies/councils, products and services, industry engagement, SmartAg, and building a diverse and inclusive culture.

The Fellows Evaluation Committee cannot be composed of more than 50% of members from the United States and at least 30% of women. The cycle began in November 2022 and will end in December 2023 for the Fellows class of 2024. There are changes to the nomination form and reference form. The Systems Council (SYSC) averages four Fellow nominations per year.

Ice Breaker– Downing
The SYSC is not on the Technical Interest Profiles (TIPS) list. Walt reviewed the 74 TIPs that contained the "system" and the list from each SYSC Member Society.

Publications– Carbone
IEEE Systems Journal
The 2022 submissions to the IEEE Systems Journal (ISJ) are around 2,000. The 2022 impact factor has a year to be determined. ISJ has a 9.0 CiteScore as of 5 March 2023.

The 2023 ISJ strategic goal is to increase the industry contributions from industry to 50%. There are six editorial members from industry, 107 from academia, and one government. A page budget of 6,750 was previously approved for 2022 and 2023 for the ISJ.

Zoom meetings with the editorial board are insufficient for the approval processes. Amir would like to hold an in-person meeting in Montreal, Quebec (QC), Canada this summer with 10 of the senior editors.

MOTION: Paolo Carbone moved to increase the Systems Council funding to $5,000 USD to send 10 Systems Journal Senior Editors to an in-person editorial board meeting. Fabrice Labeau second motion. Motion passed. M-2217.

MOTION: Jack Dyer moved to amend the motion and replace $5,000 USD with $10,000 USD. Fabrice Labeau seconds. Motion passed. M-2218.

MOTION: Paolo Carbone moved to approve $10,000 USD of the 2024 annual budget for an in-person Systems Journal Editorial Board meeting. Bob Rassa seconded. Motion passed. M-2219.

Journal on Miniaturization for Air and Space Systems
Journal on Miniaturization for Air and Space Systems (J-MASS) has received 12 new submissions and published 29 papers. Hanwen Yu is working with IEEE Index for J-MASS's first impact factor. Ms. Taoli Yang was appointed as the new Assistant EiC on April 1.

Open Journal of Systems Engineering
Dale has established operations procedures, an editorial board, and solicited papers. OJSE is projected to launch in Q4 2023.

Four special issues are in progress. There are 23 original submissions, eight revised submissions, six accepted manuscripts, two rejected manuscripts, 11 under-review manuscripts, and four waiting on revisions.

The SYSC financially sponsored publications are IEEE Transactions on Cloud Computing (TCC) and IEEE Transactions on Big Data, and IEEE Transactions on Privacy beginning in 2024. The TCC impact factor is 5.697 and the CiteScore is 9.8 as of 5 April 2023. The Transactions on Big Data has an impact factor of 4.271.

The SYSC Publications Committee's strategic goal is to continually monitor the average submission-to-publication time.

Diversity & Inclusion– Duncan-Pasik/Aghdam
There has been a lack of Diversity, Equity, and Inclusion (DEI) data for SYSC conference awards nominations historically.

Bozenna has organized a panel on DEI at the 2023 American Control Conference on 1 June 2023 at 4:30 PM PT at the Hilton San Diego Bayfront Hotel in San Diego, CA, USA with Kathleen Kramer, 2024 IEEE President-Elect.

Conferences– Chen
SYSCON 2022 had 92 registrations and 106 accepted papers. The ISSE 2022 had 87 registrations and 69 accepted papers. RASSE 2022 had 65 registrations and 41 accepted papers.

SYSCON 2023 had 100 papers presented and three tutorials. SYSCON 2024 is to be held in Montreal, QC, Canada. Bob R. has been unable to secure space for SYSCON 2024 due to meeting space and room block challenges.

RASSE 2023 will be held in Kerala, India on 8-11 November 2023. The solicitation of conference papers has begun and is due on 2 June. ISSE 2023 is canceled and is pending status for 2024. There will be a new Middle East conference in 2024 at Dubai University.

Women in Systems Engineering– White
Over 100 SYSC participants indicated an interest in participating in WiSE. The networking event at SYSCON 2023 had about 40 attendees.

Life and Senior Members– Downing
The Life Members Committee (LMC) has been meeting monthly via Zoom. The first in-person gathering was on Wednesday morning during SYSCON with three registered Life Members. Walt's goal is to strengthen affiliation and Life Members' brand recognition. The LMC has developed an initiative to assist IEEE Life Members to become IEEE Senior Members.

There were 27 elevations to Senior Members in 2022 and nine in 2023. Future activities include a History Column, supporting STEM education, mentoring, group travel and technology tours, Stepping-Stone recognition, Milestone Awards, and supporting museums.

Chapters– Labeau
There are 23 chapters and 17 student branch chapters. There were hybrid Chapter Chairs Summits held at ISSE 2022 and SYSCON 2023. The majority of the chapter chairs stated they do not attend the SYSC conferences. Fabrice recommended continuing to hold the chapter chair's meeting virtually.

The Chapter of the Year and Student Branch Chapter of the Year Awards were approved at the February 2023 TAB. The award will be $500 for each.

Technical Operations– Holt
This is Steve's last term as the VP of Technical Operations and IEEE Division IX Thesaurus Board Chair. There are 13 TCs. There are five new TCs that joined in the last two years including two joint TCs.

The TCs have been asked to update their web pages and to reach out to other IEEE Society and Member Societies TCs to engage in dialog related to mutual interests. Dr. Fong, Systems Biology and Biomedical Systems TC Chair organized a special track at RASSE. Stephanie and Bob Lyons, co-chairs of TC-SEMs, have been engaging the technical committee participants.

ACTION ITEM: Steve Holt to define the goals and objectives of technical committees and technical communities.

The meeting was recessed until Friday, 21 April at 8 AM PT.

Day 2, Friday, 21 April 2023

The meeting was called to order at 8:15 AM PT and a roll call was conducted.

Day 1 Motions– Downing
Website Initiative– Downing
MOTION: Andy Chen moved to approve the payment of $17,500 to Conference Catalysts, LLC to update the IEEE Systems Council website to Drupal 9+. Bob Rassa seconded. Motion passed. M-2220.

In 2021, Vincenzo moved to adopt an integrated, web-based platform management Boardable for AdCom use.

MOTION: Stephanie White moved to approve the HNK sponsorship of $4,400 from 2023-2024. Fabrice Labeau second. Motion passed. M-2221.

ACTION ITEM: Bailey Campin and Amanda Osborn to contact Nancy Ostin about the sponsorship with HNK.

Financial Report– Rassa
The budget for 2022 has not been finalized. The 2023 budgeted total income is $1.5 million USD. ISJ provided $1.1 million USD in income. The ISJ 2023 budget has 6,750 pages. Publications input for 2024 is due Tuesday, 25 April. The SYSC will be provided with the first-pass budget in mid-July.

Action Item: Bailey Campin to resend Outstanding Service Award nominations to Bob Rassa.

Awards– Rassa
The awards nominations for the Outstanding Service Award and James O. Gray Scholarship nominations are closed.

Action Item: Bob Rassa to update the description of the James O. Gray Scholarship for the Administrative Committee to review by the Fall Administrative Committee meeting.

Industry and Industry Professionals– Karnouskos
The call for action is to restart the committee in 2023 and derive concrete actions for 2023-2024.

Action Item: Stamatis Karnouskos to add Walt Downing to the Industry and Industry Professionals Committee.

Standards– Holt
The committee will recommend systems-engineering process documents accepted from various countries. Standards have been working with the Oceanic Engineering Society (OES) to define ocean systems engineering.

Education– Holt
Paul Hershey's tutorial had nine orders on the Resource Center (RC). Steve's goal is to include tutorials from previous SYSC conferences for the RC.

Distinguished Lecturer Program– Samarati
Motion: The Distinguished Lecturer Program committee moved to approve Sambit Bakshi as a Systems Council Distinguished Lecturer. Motion passed. M-2222.

Motion: The Distinguished Lecturer Program committee moved to approve Houbing Herbert Song as a Systems Council Distinguished Lecturer. Motion passed. M-2223.

Motion: The Distinguished Lecture Program Committee moved to approve Sanjeevikumar Padmanaban as a Systems Council Distinguished Lecturer. Motion passed. M-2224.

MOTION: The Distinguished Lecture Program Committee moved to approve the revised version of the Systems Council Distinguished Lecturer Program 2.0. Walt moved to postpone the motion to the next AdCom meeting. M-2225.

ACTION ITEM: Bailey Campin to send the Distinguished Lecturer nomination form to Hifan Zhu.

ACTION ITEM: Andre Oboler is to write a policy for the Distinguished Lecture travel reimbursement policy for the Administrative Committee to review on Boardable.

ACTION ITEM: Vincenzo Piuri to update the proposal for Distinguished Lecturer Program 2.0.

Cooperation Committee Report– Yener
The SYSC Member Societies Subcommittee had a meeting in April 2023. Three committees have been formed: Member Societies Subcommittee, Participants Subcommittee, and Other IEEE Efforts Subcommittee.

MOTION: Walt Downing moved to adjourn the meeting at 12:17 PM PT. Andy Chen seconded. Motion passed. M-2223.

The meeting was adjourned at 12:17 PM PT. The next AdCom meeting will be held on 31 August-1 September 2023 in National Harbor, Maryland, USA.