Systems Council Spring 2017 AdCom Meeting
27 April 2017
Montreal Marriott Chateau Champlain
Montreal, Quebec, Canada

Attendees: Paolo Carbone, Bob Rassa, Rodney Roberts, Marco Parvis, Walt Downing, Steve Holt, Andy Chen, Gourab Sen Gupta, Stephen Dyer, Jose Azorin, Stephanie White

Non-voting: Jeff Rubin, Vincenzo Piuri, Rich Hochberg, Edward Addy

GoToMeeting: Georgios Fainekos

Introductions Review Agenda
MOTION: Bob Rassa moved to accept the Agenda. Stephanie White 2nd. Motion passed.

Review and approve Minutes
MOTION: Bob Rassa moved to accept the minutes of the Fall 2016 AdCom meeting as written. Marco Parvis 2nd. Motion approved.

President's Report   **Carbone**
                Review appointments (Bob Rassa, Fellows; Jose Azorin, BMI)
Paolo reviewed his appointments:
Stephanie White – Women in Engineering rep
José Azorin – Brain Machine Initiative rep
Bob Rassa – Fellows Evaluation Committee Chair
                Review of TAB actions
We had a new journal proposal. SRC and PRAC occurred in February.
        Council Review/Pubs Review
There was intense preparation led by Bob Rassa (SRC) and Vincenzo Piuri (PRAC). Both reviews went very well. Paolo reviewed the SRC and PRAC comments and recommendations. Judy presented the new website designed by Conference Catalysts.

ACTION ITEM: All – Review the new website, send ideas and edits to Judy, and then we will launch live. http://confcats:dev@dev.ieeesystemscouncil.org/ AI-0315

Paolo reviewed the TAB AdHoc Committees. We assisted in the AdHoc on Dig Once.

Finance Report   **Holt/Rubin**
Steve reviewed finance actions for 2017.
Bob Rassa gave a finance presentation, assisting the VP Finance and Treasurer.
The Council is solvent. We generated 135K surplus in 2016.
Bob reviewed the costs of the Council administration. (1900 account)
The 1800 account is what IEEE charges us. This amount is increasing.

We have plans to reduce this surplus and put more money into our activities:
- Increase our DL budget.
- Increase page count of Journal – we have 4,500 pages of backlog. We need to reduce this. The cost is $56 per page. This will bring revenue later and make authors happy.

- Set up student projects – It is recommended that we increase the undergrad Gray Scholarship to $5,000. It was suggested that we reach out to the winners and keep them engaged. It was also suggested to have more than one recipient and give two $2,500 scholarships. We have flexibility in the undergraduate but not the graduate. The Graduate is funded by the Foundation.

MOTION: Bob Rassa moved that we increase the undergraduate Gray Scholarship to $5,000. Stephanie White 2nd. Motion passed. M-0151

Travel reimbursement policy – Jeff reminded to use the 2017 Reimbursement Form.

ACTION ITEM: Judy Scharmann – Emphasize on the website that the Chapters of our member societies may request one of our Distinguished Lecturers. Also ask the reps to put this on their respective society websites. AI-0316

VP Member Services   **Parvis**
We have 8 active chapters. We are expecting a new chapter from Washington.
Italy
Coastal LA
Toronto
Shanghai
South Africa
Mohawk Valley
Long Island
UK and Ireland
Washington (coming soon….)

We have good conference participation from Germany and France, but no chapters there.
There was discussion on the comparison with Systems Engineering courses and how they correlate with our chapters. It is a good idea to have the Gray Scholarship winners to start new chapters.
There was discussion about the ongoing friction between SMC and the Systems Council. The SMC did not initially want the Systems Council to form. It was suggested that Paolo reach out to the SMC President.

Distinguished Lecturer Program   **White**
Stephanie will let Judy know changes to the website.

Publications/Journals   **Dyer/Piuri**
Systems Journal – Vincenzo Piuri
The Journal is in very good shape. We have a campaign to solicit papers by advertising at conferences. This produced a significant increase in papers. Now we have a huge backlog, so we stopped the advertising campaign.

Vincenzo reviewed the current processing time of papers. Submission to first decision is 49 days. Submission to final decision is 56 days.

ISJ Citation Metrics are improving. The ISJ is very well done, has a high IF, and has made so much money in just 5 years.

Vincenzo's term ends at the end of 2017.
Vincenzo has two deputy EICs. This will be discussed and have a proper selection process for a new EiC.

Steve reported on the other publications we are involved with.
IEEE Transactions on Cloud Computing, IEEE Cloud Computing, and IEEE Transactions on Big Data.

IEEE Journal on Miniaturizations for Air and Space Systems
Steve reported on J-MASS. Anticipated launch is 2019.
GRSS has opted in at 25%.
Sensors Council 25%
IMS 10% (if they approve)
Systems Council 40%

AESS is not interested.
We are interested in technical co-sponsors. Oceanic Society and Robotics and Automation Society may be interested.

All is fluid at this point.

IEEE Systems Magazine
Bob Rassa introduced an early-stage idea of a magazine. For industry, the Journal is not working well. But, a magazine would be industry focused. There is someone that has expressed interest in getting this started. He has a plan. There is a small cost to initiate a magazine. It might cost us $25K in the first year. This will be offered to members of member societies. This would be electronic only. This could be an initiative. We could make this available for free to participants, OR to all members of our member societies.

ACTION ITEM: Steve Dyer and Bob Rassa – Gather information on a Systems Magazine and prepare a proposal for vote at the next AdCom. AI-0317

Technical Operations   **Downing**
We have 8 existing committees.
Analytics and Risk Technical Committee: Walt is working with the chair to update website.
Cyber-Physical Systems Technical Committee: Well established and working well.
Industrial Interface Technical Committee: We need new leadership.
Intelligent Transportation Design Technical Committee: Walt is reaching out to the chair to get revitalized and information updated.
Networked Systems Technical Committee: Well established, but limited activity and membership.
Security and Privacy in Complex Information Systems Technical Committee: Information outdated.
Systems Biology and Biomedical Systems Technical Committee: Not active. Dated information. Small membership. Viability is questionable.
Workforce Development Technical Committee: Richard Millham will relinquish chair role next year. Small membership. Viability is questionable.

New possible TCs:

CubeSat – need chair (Dyer and Schmazel have contacts to suggest)

Information Fusion – need chair

Standards – Annette Reilly has been suggested as chair. She said yes. She created a Call for Participation to Council Societies. It will go into the next newsletter.

ACTION ITEM: Judy Scharmann - Send the Standards TC Call for Participation to this AdCom for distribution to societies standards committees. AI-0318

Call for Participation
The IEEE Systems Council is organizing a technical committee for the purpose of sharing information about systems-related standards under development within IEEE or other professional societies with similar interests, such as the International Council on Systems Engineering (INCOSE). This information would be useful to promote consistency, avoid duplicative standardization work, and bring more resources to bear on cross-cutting areas such as the Internet of Things. Members of the IEEE Systems Council are invited to participate in this important activity. What is needed are representatives from each society that are involved in or knowledgeable about the systems standards that their societies are engaged in developing and/or maintaining. Annette Reilly has agreed to chair the Standards Committee and to serve as a representative of the Computer Society. Those willing to join this committee should contact Annette at annetterieee@gmail.com

Systems Education Technical Committee
Charles K. Pickar, Chair

It was suggested that our TCs reach out to the member societies and involve our member societies.

Nominations and appointments   **Rassa**
Bob reported that all officers are in term.
VP Pubs: Steve Dyer (2016-2017) 1st term
VP Finance: Steve Holt (2016-2017) 1st term
VP Technical Ops (2017-2018) 1st term
VP Finance: Steve Holt (2017-2018) 1st term
VP Conferences: Bob Rassa (2017-2018) 1st term

The only election in the Fall will be for VP Pubs and VP Finance, and both are eligible for re-election.

Awards   **Carbone**
                    Review our three awards given at the Systems Conference
Best Paper – process is ongoing. We are going to award at the end of May to be awarded at ISSE.

Outstanding Service Award – the first award was given to Bob Rassa.

James O. Gray Scholarship – this was awarded at the Systems Conference. In this first year, we had 12 nominations. 7 for graduate, 5 undergraduate. The 2017 recipients were:

Undergraduate: Keerti Gautam, Indira Gandhi Delhi Technical University for Women, India
Graduate: Mohmoud Saleh, The City College of New York, USA

Conference/Workshops   **Rassa**
Bob reported on the 11th Annual International Systems Conference.
Attendance was down from Orlando.

Future Systems Conference locations:
2018 - Vancouver, April 23-26, 2018
2019 – Orlando, April 8-11, 2019

We have been in the Montreal-Vancouver-Orlando rotation for many years. We have relationships built with hotels. It could be important to stick to this rotation.

ISSE 2017 is in Vienna the 2nd week of October. ISSE is always in Europe.

2018 possible in Paris or Florence. Please send venue suggestions to Bob Rassa.

Fellows   **Rassa**
We have 3 Fellows nominated this year.

Young Professional Report   **Kendler**
No report.

Constitution and Bylaws Updates   **Hochberg**
We have some minor corrections to make to the Constitution and Bylaws.
There is a discrepancy for Systems Council Journal EIC. The Constitution should change to clarify that the President appoints the EIC, wording as follows:

ARTICLE V POWERS, PRIVILEGES, AND DUTIES

Section 2. The President shall appoint for a term concurrent with his/her presidency, a Secretary and Treasurer to the AdCom, along with the Chairpersons of the standing committees of the Council, as specified in the Bylaws. The Vice President for Publications President shall appoint the Editors of the various Council publications to terms as specified in the Bylaws. All appointments shall be made with the advice of the Vice President for Publications and the Nominations and Appointments Committee and consent of the Council AdCom. The Secretary, Treasurer, Editors and Chairpersons appointments need not be made from among the individuals who are on the Council AdCom as Society representatives.

Also in the Constitution, Article XI, Section 1, d: Delete the second sentence, as follows:

ARTICLE XI AMENDMENTS

Section 1. Sections of this Constitution, and the Bylaws, may be adopted or amended by action of the Council at a Council meeting if the following provisions are met:
    a.   Notice of the meeting, either in-person or teleconference, and of the proposed change(s) must be communicated to the last-known address of each member of the Council AdCom at least thirty days prior to such meeting.
    b.   A two-thirds affirmative vote of the Council AdCom members present is required for passage.
    c.   An amendment may be approved by a mail ballot if at least a thirty-day period is provided for responses, and two-thirds vote of the voting members of the Council AdCom is affirmative.
    d.   There must be at least fifteen days allowed for a reply. This amendment is approved if a majority of the entire Council AdCom votes affirmatively.
    e.   Amendments to the Constitution and Bylaws shall become effective immediately after ratification by the IEEE Vice-President, Technical Activities.
    f.   The new bylaw or amendment shall be immediately filed with the Secretary of the IEEE Technical Activities Board.

ACTION ITEM: Judy Scharmann – Send out notice with the Constitution changes to every AdCom member. In 30 days, we will make the motion, give 15 days to vote and we need 2/3 approval to pass. AI-0319

MOTION: Bob Rassa moved to add a Young Professionals rep to the Bylaws, Article III, Section 15, as follows: "A Young Professionals representative shall be appointed by the President to engage with Young Professionals' representatives of MGA and member societies and assist in furthering the needs of Young Professionals with an interest in the Council's Field of Interest. The term Young Professional is as defined by IEEE." Walt Downing 2nd. Motion passed. M-0152

Member Society Rep Reports   **All**

The following member society reps made presentations regarding their society activities:

Robotics and Automation Society – Jose Azorin
Computer Society - Andy Chen
AESS – Walt Downing
IMS – Gourab Sen Gupta
SMC Society – Rodney Roberts
OES Society – Steve Holt
CSS – Georgios Fainekos

Old Business   **Carbone**
Steve Dyer presented the proposal to increase our page count for the ISJ.

MOTION: Steve Dyer moves that we increase 1,300 pages in the Systems Journal for 2018, for a total of 3,000 pages. Cost: approximately $73,000. Bob Rassa 2nd. Motion passed with one abstention. M-0153

MOTION: Bob Rassa moves that we increase the page count for the Systems Journal by 700 in 2017 to exceed this years' page count, in order to reduce backlog. Cost: approximately $39,000. Stephanie White 2nd. Motion passed. M-0154

Discussion: We will look at 2019 next year and adjust down if we need to.
It was thought that this is a wise decision. Vincenzo can start increasing the pages in 2017.

New Business   **Carbone**
No New Business

The meeting was adjourned at 2:30 pm.

6:00 PM   AdCom Reception and Dinner – Restaurant Samuel De Champlain in the Montreal Marriott Chateau Champlain