

**Systems Council AdCom Meeting  
Sept. 24, 2013 Telecon**

Attendees: Bob Lyons, Rich Hochberg, Walt Downing, Steve Dyer, Bill Semancik, Haibo He, Jose Azorin, Bob Rassa, Paolo Carbone, Frank Reyes, Roger Kaul, Steve Holt, Eddie Tunstel, Roger Oliva, Ian Hiskens, Vincenzo Piuri, Stephanie White, Ophir Kendler, Judy Scharmann

**MOTION:** Bob Rassa moved to accept the minutes of the April 2013 meeting. Paolo 2nd. Motion passed. M-0106

**Nominations and Appointments - White**

The officers up for re-election are VP Pubs and VP Finance.

Slate:

VP Publications - Paolo Carbone

VP Finance - Ian Hiskens

Stephanie reviewed the bios for each of the proposed candidates.

**MOTION:** Rich Hochberg moved that we accept Paolo Carbone as VP Publications, 2014. Vincenzo Piuri 2nd. One abstention. Motion passed.

**MOTION:** Rich Hochberg moved that we accept Ian Hiskens as VP Finance. Vincenzo Piuri 2nd. Motion passed. M-0107

**Conference/Workshops - Shreekanth Mandayam (Bob Rassa reported for Shreekanth)**

Moved to later in the meeting.

**Finance - Hiskens/Semancik**

We don't have the September update yet. This forecast is based on information from July.

We exceeded the budget by about 21K. This was due to the increased page count. We are in good shape.

In 2014 we will go deficit due solely to increased page count. The income we will get from this won't occur for about three years.

At the end of this year, our reserves will be 347K. So, our deficit next year will not be a problem.

It was noticed that the conference expense is projected to be much higher in 2014. Ian will follow up on this.

In the 2015 budget, we will start to increase the subscription rates.

There was discussion on how to approach the financial review at the TAB meeting.

Bob Lyons and Bob Rassa will be at the review.

**ACTION ITEM:** The following people will meet and decide what to tell the financial review committee that will meet in November at TAB: Bob Lyons, Bob Rassa, Ian Hiskens, Bill Semancik, Paolo Carbone, Vincenzo Piuri, Shreekanth Mandayam, Judy Scharmann. Judy will set a meeting. AI-0231

IEEE has a new rule that we must have an MOU for all council society members. The MOU must be in place before the money from societies can be transferred. Bob Rassa is working on the MOU. He will also include in the MOU what each society can expect from us. We will satisfy the societies' needs.

**Member Services - Rich Hochberg**

Chapter Report - Stephanie White

Stephanie White reviewed an update on the Tainan Chapter.

**ACTION ITEM:** Judy Scharmann - Look back through the minutes to see what the history is for the Tainan Chapter. AI-0232

**ACTION ITEM:** Judy Scharmann - Look to IEEE and find out what chapters the Systems Council has. AI-0233

Distinguished Lecturers - Stephanie White

We now have four Distinguished Lecturers:

Vincenzo Piuri  
Pierangela Samarati  
Jose Azorin  
Paolo Carbone

MOTION: Rich Hochberg moved that we accept Jose Azorin and Paolo Carbone as Distinguished Lecturers for the Systems Council. Bob Rassa 2nd. Withdrawn, since this does not require an AdCom vote. The president can appoint. Bob Lyons appointed Jose Azorin and Paolo Carbone as Distinguished Lecturers for the Systems Council.

Bob Rassa does recommend that we come up with some processes. Stephanie will continue to work on this.

Roger Kaul mentioned that the Microwave Society would like someone to give a high level Systems Engineering talk. Bob Rassa has a presentation.

**ACTION ITEM:** [Bob Rassa - Send your talk on Systems Engineering to Roger Kaul and cc Stephanie White. AI-0234](#)

Stephanie would still like Distinguished Lecturer materials from Bob Rassa, Rich Hochberg and herself.

Distinguished Lecturer Reimbursement: Stephanie looked at AESS, I&M, and the Computer Society. She reviewed the details of each. Normally the society funds the DL travel and the local chapter pays for local expenses. At one time, AESS said they would pay half of the Systems Council DL expenses. This was set up three years ago. AESS needs a reminder, also the budget is much tighter.

We might want to consider offering our DLs to societies outside our member societies. We want to have more join us. The requesting organizations do need to be an IEEE organizational unit.

Recommendation: It is recommended that the Council cover the DL travel expenses to get to the site of the lecture. The inviting organization is expected to cover all local expenses. We have \$3,000 available for 2013 and \$3,000 available for 2014. The money will not roll over. The DLs will seek approval from Stephanie White. She will approve within the budget. This is in the 2014 budget as an initiative. IEEE allowed it.

**ACTION ITEM:** [Frank Reyes - Go back to AESS and see if they will still cover 50% of the Systems Council DL expenses as they had agreed several years ago. AI-0235](#)

If we run out of money in the DL budget, which we could easily do, we need to be able to quickly find funding for a worthwhile DL request.

By 1 October 2013, IEEE is looking for researchers for a special committee on research. Please let Bob Lyons know if you are interested in being part of this committee. (Vin Piuri recommended Professor Paolo Samarati, and her name was forwarded to IEEE for consideration immediately after the meeting.)

#### **Publications - Paolo Carbone and Vincenzo Piuri**

We have a new website for our Journal and a new submission site on Manuscript Central.

We are working aggressively to get rid of the backlog.

Paolo showed some statistics on sub to pub time. We are right in the middle of all journals in sub to pub time.

To get a full picture of a journal's quality, we need more indicators other than impact factor.

Paolo showed comparisons with other journals. In the top list, there are not many from our member societies.

Besides good management, there is not much an EIC can do to improve the numbers.

We have some special issues coming up:

- System of Systems Engineering in cooperative and competitive distributed decision making for complex dynamic systems
- Complex Measurement Systems
- Special Issue on 2013 IEEE Systems Conference
- Intelligent Internet of Things
- Systems-related topics in Robotics & Automation for human health
- Special Issue on Cognitive-inspired Network Systems
- Traffic Forensics: Systems, Tools, and Experimentations

We usually have a special issue from the Systems Conference. This year we did not have this. This is not good. Our authors need to be able to submit an extended conference paper. Vincenzo would like to send a message to the authors about sending a paper to the conference. We have one week before the deadline of Internet of Things Journal and we have already received 40 submissions.

In reviewing some of the activities coming up, Paolo introduced a new initiative: a Summer School on Systems Engineering in New York City.

**ACTION ITEM:** Paolo Carbone - Come up with a plan for the summer school and report at the Spring 2014 AdCom meeting. AI-0236

Paolo reviewed the costs for our increased page count.

Involvement in other publications:

- Transactions on Cloud Computing
- Transactions on Big Data - Paolo asked for 7.5% (up from 5%) when ComSoc asked for a reduction. We will see if we get the increase.
- Technical co-sponsorship of Cloud Computing Magazine

Paolo reported on Thesaurus and taxonomy. The Technology Navigator needs to be updated.

These key words will also be useful for use in keywords to the IEEE keyword list for our Journal. We need a keywords list.

**ACTION ITEM:** Paolo Carbone - Work to get the Thesaurus and the Technology Navigator updated, along with the keywords list in our Journal. AI-0237

Bob Lyons commended Paolo and Vin and his co-editors for their valuable work.

#### **Awards -**

Jian Sun would like ideas for Awards. We need to find ways to award our people. We could look at our member societies and nominate for those, or come up with own awards. It was suggested that we have a Distinguished Service Award.

**ACTION ITEM:** Jian Sun and Awards Committee: Judy Scharmann will send Distinguished Service Award examples, along with other award ideas from member reps. AI-0238

Eddie Tunstel said that Systems, Man, Cybernetics has two awards that are Systems based. Judy will include in material to Jian Sun.

It was suggested that we have a prize paper award for our Journal. Vin will head this up and send to the Awards Committee.

For new awards, we cannot use initiative funds.

#### **Conferences (from earlier in the agenda) - Bob Rassa for Shreekanth Mandayam**

Our 2013 conference had 208 attendees and had a \$34,000 surplus. Over 100 papers were presented, with an acceptance ratio of 58%.

The 2014 Systems Conference will be held in Ottawa at the Fairmont Chateau Laurier, March 30-April 3. We had plans for a workshop on Engineering Resilient Systems to be co-hosted by the Army and technically co-sponsored by NDIA, but that is on hold due to US DoD non-conference policies now in effect

There are plans for a workshop in Rome, to be held in Fall of 2014. We will not put it in 2014 budget just yet.

#### **Technical Operations – Roger Oliva**

What exactly do we want to do with Technical Committees? Roger put together a list of topics that Systems covers. How do we want to engage them? Roger reviewed the topics on the list.

Roger is going to China to speak about electric vehicles.

There are concerns regarding privacy in things like personalized medicine. It was suggested that we should work to get EMBS back as a member society of Systems Council.

How would the Systems Council like to expand? Send ideas to Roger.

The Systems Conference could address some of these topics. If Roger is going to be at the conference, he could have a new TC start-up. Purpose: to focus and disseminate information. We need to target people. Bob Rassa and Roger will have this conversation off-line. If we could get the member societies to send the right people, that would be very valuable. Bob Rassa is adding Roger to the TPC of the Systems Conference. We also need someone to engage our societies to engage in the conference.

ComSoc is minimally involved in the council. What would it take to get them involved?

The SRC made it clear that we need to expand our TCs. We can revitalize ones that we have or start new ones. Roger will talk to Jose about Brain-Machine Interface. We not only need to be involved in the conference, but have stand alone TCs.

Bob Lyons encouraged Roger to ACT. He said we have thought about this for a while, and now it is time to act. Roger has the authority to act. We need to revitalize our TCs and approach existing TCs in other societies and see if there is interest in doing a joint TC. Bill Semancik suggested a "birds of a feather" session at the conference. Bob Rassa added Bill Semancik to the TPC of the Systems Conference.

**ACTION ITEM:** Bill Semancik and Roger Oliva - Work together on some "birds of a feather" meetings at the conference and develop some TCs. AI-0239

Roger will look at the existing list of TCs. Roger will try to get something in place by the April conference.

**ACTION ITEM:** Judy Scharmann - Send Roger Oliva our list of current TCs, with chairs and contacts. AI-0240

#### **GOLD - Ophir Kendler**

He initiated contact with Ottawa regarding STEP event for the conference. We need to get publicity.

#### **Systems Council Governance - Bob Rassa**

The SRC said we need a Strategic Plan. Set up a meeting for Bob Lyons, Bob Rassa, Rich, Steve, and Judy to discuss a written Strategic Plan.

**ACTION ITEM:** Judy Scharmann - Set up a meeting between Bob Rassa, Bob Lyons, Rich Hochberg, Steve Holt, and Judy to discuss a plan for a written Strategic Plan. AI-0241

Bob Rassa reviewed the proposed Constitution changes. Bob Rassa also reviewed the proposed Bylaw changes, as recommended by IEEE.

**MOTION:** Bob Rassa moved to approve the changes to the Constitution as outlined in the presentation. Paolo Carbone 2nd. Motion passed. M-0108

**MOTION:** Bob Rassa moved to approve the changes to the Bylaws as outlined in the presentation. Rich Hochberg 2nd. Motion passed. M-0109

**ACTION ITEM:** Bob Rassa - Submit track changes and a clean copy of the Constitution and Bylaws to IEEE this week. AI-0242

#### **Society Rep Reports:**

Each society rep reported on activity from their society, and also discussed what their societies need from us.

Communications Society - Bill Semancik - Bill reported that he tried to interact with the Communication Society Conferences Committee to increase interaction and have sessions at each other's conferences. Reception was blank. There was no response.

Computational Intelligence Society - Haibo He - Haibo reported that his society could help publicize related conferences and special issues. Computational Intelligence has a newsletter with 20,000 subscribers. Systems Council can use this to advertise.

**ACTION ITEM:** [Judy Scharmman - Send Haibo He the CFP for Systems Conference. AI-0243](#)

MTT - Roger Kaul - Roger again stated that he was looking for a general paper about Systems Engineering for their magazine. He is also looking for a DL about Systems Engineering. Roger will advertise the Conference. Send CFP and fill him in on Bob Rassa.

**ACTION ITEM:** [Judy Scharmman - Send Roger Kaul the CFP for the Systems Conference. Also connect he and Bob Rassa, as Bob could fulfill his wish for both a general paper about Systems Engineering and also a DL about Systems Engineering. AI-0244](#)

Oceanic Society - Steve Holt - Steve would like to see more collaboration between Oceanic Society and Systems Council. They have a new Oceanic Society standards initiative. Sounds like a TC in the making. Send data out to the AdCom.

**ACTION ITEM:** [Steve Holt - Send data to the AdCom regarding the new Oceanic Society standards initiative. AI-0245](#)

Robotics - Jose Azorin - Jose has a Special Issue in Systems Journal and Jose is looking for participation. Jose contacted the RS webpage and got the conference advertised. Bob Lyons asked if there was any follow-up from the Region 8 meeting? Jose could not attend, and has not received any information.

Sys, Man & Cyber - Eddie Tunstel - Eddie reported that within SMC membership, they do not understand the relationship between SMC and Systems Council. They also have a newsletter. Eddie would like to publish an article in that newsletter that spells out the relationship. Everyone liked this idea.

**ACTION ITEM:** [Eddie Tunstel - Draft a blurb for the SMC newsletter regarding the relationship between SMC and the Systems Council. Bob Lyons will edit and send out to everyone. AI-0246](#)

Everyone liked the idea of listing the Systems Conference on the member websites. They would like to have a reciprocal from Systems Council. We could maybe list the flagship conference for each society.

**ACTION ITEM:** [Judy Scharmman - Send notice to member societies and ask for one flagship conference to put on the Council website. AI-0247](#)

New Business:

**ACTION ITEM:** [Judy Scharmman - Add Ophir Kendler as GOLD Rep to Roster. AI-0248](#)

Again Bob Lyons mentioned the request from IEEE TAB looking for researchers to work with a group to help them come up with state of research. Let Bob know if you want to be included as one of the four from the Systems Council. TAB will pay the bill for travel. (See the email that was forwarded to each AdCom member.) If you are interested, let Bob know before Oct. 1. The meeting will be end of October or beginning of November.

**ACTION ITEM:** [Vincenzo Piuri - Send an email to IEEE Systems Conference attendees and IEEE Systems Journal authors and reviewers to announce that IEEE made available an alert service distributing an email with the table of content of the last issue when it is published. The table of content contains links to the papers in IEEE Xplore. Everybody \(including non members\) can log in IEEE Xplore and subscribe to the alert. This may help in increasing the number of hits to papers in our journal. AI-0249](#)

N&A needs to have three people: an appointed chair, and two others. Bob Lyons volunteered to be on the committee.

**MOTION:** [Rich Hochberg moved to adjourn the meeting at 5:00 pm. Bob Rassa 2nd. Motion passed. M-0110](#)

Next meeting: April 4, 2014, all day, in Ottawa in conjunction with the Systems Conference.