Systems Council Fall AdCom Meeting Telecon
September 26, 2014
10:00 am - 3:00 pm EDT

Attendees: **Bob Rassa**, **Bob Lyons**, **Paolo Carbone**, **Ian Hiskens**, **Frank Reyes**, **Stephanie White**, **Haibo He**, **Klaus Breuer**, **Steve Holt**, **Mark Montrose**, **John Schmalzel, Vincenzo Piuri, Ophir Kendler, Judy Scharmann**

Absent: Steve Dyer, Roger Oliva, Shreekanth Mandayam, Rich Hochberg, Vincenzo Piuri, Mario di Bernardo, Bill Semancik, John Baras, Jian Sun, Jose Azorin, Mengchu Zhou

Introductions, Review Agenda - Rassa
Bob Rassa called the meeting to order at 10:10 am.
There were no additions to Agenda.

Review and approve Minutes - White/Scharmann
MOTION: Mark Montrose moved that the Minutes of the Spring 2014 meeting be approved as written. Paolo Carbone 2nd. Motion passed unanimously. M-0117

Review Action Items - Scharmann
Send action items out every month or two.
ACTION ITEM: Judy Scharmann - Send council presentation to all member reps. AI-0271

Financials - Hiskens/Reyes
Ian presented summary of SC finances. Points of discussion:
- The Year-end Forecast numbers are a little out of date, as the next update comes in first week of October.
- This year we are deficit due to the expanded pages of the Journal.
- We have a good reserve built up, about $450K.
- The dues from the societies has come in for 2014. We hope it will be the same for 2015. The MOUs are for 2 years.
- The Conferences line item has a substantial increase for 2015. It probably includes our planned surplus from our new Rome conference, along with an inflation figure.
- We will have savings due to moving from a printed Journal to an electronic Journal.
- The Journal still needs additional pages. There is a back-long of about 2,000 pages.
- The rules for over-length page charges has now been cleared up. They can now be collected. So, we can expect about $15,000 in extra page charges.
- We had a down year in 2014 Systems Conference due to location and subsequent attrition charges.
- There was discussion regarding the location of the conferences and how that reflects in attendance. Orlando was the best location for attendance. Washington DC was also discussed as a city that gets a good surplus and good attendance.   Government attendance is high in DC.

Chapters Update - Hochberg
Rich Hochberg was not able to attend the meeting.
ACTION ITEM: Rich Hochberg - Contact Theo Saunders and find out the status of the Connecticut Chapter. AI-0272

Distinguished Lecturer Program - White
We have six Distinguished Lecturers and they are posted on website.

Technical Operations - Oliva
No report.
Ophir commented that there has been some work and activity in some of the TCs. Ophir has been involved in the UAV group. He is going to touch base with the UAV chair from AESS to collaborate.
Roger has been looking for people to champion the working groups.
ACTION ITEM: Ophir Kendler - Send all ideas for TCs to Roger Oliva and Bob Rassa. AI-0273

Publications - Carbone/Piuri
Paolo gave a presentation on the status of Publications.
We are getting a huge number of submissions. We are now at Manuscript Central.
Sub to Pub is averaging 61 days.
Our number of citations is increasing. The Impact Factor went up from 1.27 to 1.746 in 2013. This is significant.
Paolo reviewed the Systems Council sponsorships:
- IEEE Cloud Computing Magazine (technical sponsor)

- Transactions on Cloud Computing - projected loss in 2014 of $46K and in 2015, projected loss is $24K. This is not unexpected. It is a new journal.
- IEEE Transactions on Big Data - we are in the process of selecting an EIC for 2015-2017.

Additional Journal discussion -
- Once the Journal is published electronically, we hope we will get additional subscribers. There was discussion about Special Issues. It was decided that we must continue with the Special Issues that are in process, but curtail pursuing new ones.
- Having seen the projected budget, Vin wants to ask to exceed the page count in 2014 by 100 pages. This means an additional charge of $20K. Ian advised against this, as to not go further deficit.
- For 2015, Vin wants to add 100 pages, to go to 1,400 pages, in order to help reduce the back-log. Again, Ian thinks the budget is pushed to the limit. If we do add, lets add after the budget is approved. We can do this next April.

Paolo pointed out the different rules for over length varies greatly from OU to OU. There was discussion on what the best policy would be for our Journal.

MOTION: Paolo Carbone moved that for the Systems Journal we set an 8-page complimentary limit, and up to 4 additional pages for $150 per page over the 8-page comp limit, effective for papers submitted from Jan. 1, 2015. Bob Lyons, 2nd. Motion passed unanimously. M-0118

We need to be ready to make a decision about the page charges regarding the open access charge.
The model: Paper accepted, charges are paid, and only when payment clears will the paper be published. The societies/councils will have some freedom with this model. We will face a decision for which model we want: strict or more softer version. We need to be ready in April to make this decision, once TAB makes a decision.

ACTION ITEM: Bob Rassa - Follow up on the MOUs with ComSoc and Computational Intelligence Society. AI-0274

Nominations and Appointments - Lyons
     Officer Elections
We have one required election: President Elect.
Paolo Carbone has been brought forth by the N&A Committee.
Any nominations from the floor? None.

MOTION: Bob Lyons moved that nominations be closed. Mark Montrose 2nd. Motion passed with one abstention. M-0119

MOTION: Bob Lyons moved that the slate for President Elect, Paolo Carbone, be approved. No 2nd necessary, as it came from committee. Motion approved with one abstention. M-0120

ACTION ITEM: Judy Scharmann - Notify Tamara Ahr at IEEE that the TAB Alternate for 2015 is Paolo Carbone. AI-0275

Now we need a VP Publications. Any nominations from the floor? Bob Lyons will contact the candidate that N&A would like to propose and will proceed.

Conference/Workshops - Mandayam/Rassa
Shreekanth could not attend the meeting. Bob Rassa reported.

2015 Systems Conference - We expect around 200 attendees in Vancouver, April 13-16. Let's use LinkedIn for advertising. Also INCOSE. Ophir can help with local promotion.

ACTION ITEM: Ophir Kendler - Initiate some local advertising efforts in Vancouver: contact the Div. 7 Director; also Bill Hoover will be good contact; advertise through the member society chapters. AI-0276

ACTION ITEM: Judy Scharmann - Contact Bill Groover and get the CFP to him for October 5 conference. AI-0277

ACTION ITEM: Judy Scharmann - Start a Systems Council LinkedIn Group, Twitter, and Facebook. AI-0278

Rome Symposium - It is time to get promotion started. The conference will be in Fall of 2015.

ACTION ITEM: Paolo Carbone - Look at dates and hotel venue options for the 2015 Rome Symposium. AI-0279

Technical Co-sponsorships - There is a new IEEE rule that technically co-sponsored conferences must pay $1,000 and $15 per paper. This is for a non-IEEE entity. The expense is to publish in IEEE IEL and may either be passed on to the conference or paid by the conference sponsors.

ACTION ITEM: Judy Scharmann - Send the TAB presentation on technical co-sponsorship to all. AI-0280

Paolo Carbone gave an update on the summer school idea. The idea is to run for a week, with a morning academic track, and an afternoon industry track. To keep costs down, we need to involve companies willing to support and be willing to send experts. We need to choose the venue. US venue is probably best. We need an outline, and some target location, so we can talk to NASA. It was suggested to have this in Washington DC. Prospectus should include topics, schedule, types of instructors we will be using, budget, etc. Perhaps some AdCom members would be good choices for instructors. NASA Langley has done a lot of Systems Engineering. John Schmalzel thinks we can get some participation from them. We can also see if INCOSE would co-sponsor the event. John Schmalzel will help Paolo with planning this summer school.

ACTION ITEM: Paolo Carbone - Send prospectus Summer School draft to Bob Lyons, Bob Rassa, and John Schmalzel. AI-0281

ACTION ITEM: Bob Rassa - After receiving prospectus on proposed summer school, contact President of INCOSE to see about co-sponsorship. AI-0282

ACTION ITEM: John Schmalzel - Send NASA Langley contact information to Paolo Carbone. AI-0283

Vincenzo made a comment regarding the Systems Conference CFP. It can be confusing to newcomers. It is not clear that we have 2 separate methods of paper evaluation. (academic/industry) The problem is perception. We need to be more clear about this.

ACTION ITEM: Vincenzo Piuri - Suggest a re-write of the portion of the CFP in the next few days, getting it finished by Monday so we can get it to the San Diego conference. AI-0284

Awards - Sun
    IEEE Systems Journal Prize Papers Award
    IEEE Systems Council Outstanding Services Award
    Fellows - 2 Fellows were approved. New nominations due March 1.

ACTION ITEM: Judy Scharmann - Write up the awards applications and send to Jian Sun. We might still have time to get on Nov. agenda. AI-0285

Systems Council Governing Documents - White/Rassa
    Current documents? Update needed?
We just updated last year, so no new updates needed.

Old Business, New Business , Wrap up - All
The Field of Interest was worked on last year to get to the IEEE required 75 words. Stephanie White asked that it be looked at again.

ACTION ITEM: Stephanie White - Send proposed re-word of Field of Interest to Bob Rassa. AI-0286

New Business - Bob Lyons
IEEE Transportation Electrification Community - Bob Lyons is a mentor as they transition into a Technical Community. There are core societies, with great financial input, and affiliates, for only $3,000 per year for 3 years. Bob presented the charts that he presented to AESS, showing the affiliate privileges.
There are already 50,000 people involved in this initiative. This is an opportunity for Systems Council to become an affiliate.
Our Systems Council Interest Group would have access to everything.

MOTION: Bob Lyons moved that the IEEE Systems Council join as an affiliate member of the Transportation Electrification Technical Community at $3,000 per year for 3 years, beginning 2015. Mark Montrose 2nd. Motion passed unanimously. M-0121

Discussion: this is of great interest to many of our members. This is about as big "big systems" as you can get. This is an opportunity to reach a lot more people. This could be a new initiative so it will not count toward a deficit when looking at our financial performance. There was also discussion that it could come out of our reserves. Mike Kelly at IEEE could have some other ideas to pay for this in first year.

ACTION ITEM: Judy Scharmann - Put an announcement about Systems Council affiliation with the Transportation Electrification Technical Community in our next email blast. AI-0287

ACTION ITEM: Bob Rassa - Contact Mike Kelly at IEEE for ideas on how to pay for the affiliation with the Transportation Electrification Technical Community. AI-0288

Mengchu Zhou* (2014-2015) 1st term

Ophir reported that at Sections Congress there was discussion about STEP events at conferences. They are going to try and get a funding match from TAB. This is in development.

The next AdCom meeting will be a face to face meeting in Vancouver BC Canada, all day on Thursday, April 16.

Adjourn - Meeting adjourned at 1:19 pm.