

**Systems Council Fall 2016 AdCom Meeting
3 October 2016
The George Hotel
Edinburgh, Scotland**

Attendees: Paolo Carbone, Bob Rassa, Steve Holt, Rich Hochberg, Marco Parvis, Walt Downing, Robert Chang, Karl-Erik Arzen, Jose Azorin, Roger Oliva

Non-Voting: Bob Lyons, Stephanie White, Judy Scharmann

We have a quorum.

Introductions, Review of Agenda

Approved

Review and approve Minutes

MOTION: Rich Hochberg moved to approve minutes of the Spring 2016 AdCom Meeting. Steve Holt 2nd. Motion approved. MO-0140

Review Action Items

There was a lot of discussion about a possible Summer School. Can we get some companies involved? We need to keep thinking about this.

AI 0218: Write an overview article on why systems engineering is important. MTT will publish. Bob Rassa said he had an initial draft and that he would proceed to close this action item together with Bob Lyons.

There was discussion about how to get a message out about Systems Engineering. It is a difficult task. We can reference the Systems Engineering Body of Knowledge. Steve Holt has a starting document that he will distribute. **ACTION ITEM:** Steve Holt – Distribute to the AdCom the rough form of a systems engineering document written at NASA. AI-0312

President's Report

Paolo reviewed Strategic issues. He discussed the upcoming Society Review and the Pubs Review. We are working on a Strategic Plan. Bob Rassa wrote a draft and we will meet to finalize.

Finance Report – Holt/Rassa

Bob Rassa filled in for Jeff Rubin.

The Council is solvent.

ACTION ITEM: Judy Scharmann – Check all the Technical Co-Sponsorships and make sure we are listed on the conference websites. AI-0313

We are due to make \$68K surplus in 2016.
We are budgeted to make \$132.7K in 2017.

Recommendations:

1. Energize the DL Program
2. Increase the SJ page count
3. Initiate student projects

We have the James O. Gray Scholarship forms into IEEE, as well as the Distinguished Service Award and the Best Journal Paper Award. We should receive approval in November.

Bob reviewed the IEEE reimbursement policy. Steve Holt presented the budgetary actions.

Member Services – Rich Hochberg

ACTION ITEM: Rich Hochberg - Reach out to all the universities that have Systems Engineering programs. AI-0314

What financial support can we offer our Chapters?

MOTION: Bob Rassa moved that we offer our chapters \$50 per meeting up to 4 meetings per year. Walt Downing 2nd. Motion passed. MO-0141

DL Recommendations

Stephanie brought forth names for consideration. She recommends all be approved.

MOTION: Rich Hochberg moves that we accept the following as new DLs: Andy Chen, Shiyun Hu, Robert P. Lyons, Jr., Paul Hershey, Michael Wicks. Bob Rassa 2nd. Motion passed. MO-0142

A DL Committee was set: Stephanie White, chair; Rich Hochberg, Steve Holt.

MOTION: Bob Rassa moves that the term for DL is 5 years, renewable for as long as the DL wants to be involved. Rich Hochberg 2nd. Motion passed. MO-0143

Publications

Paolo Carbone presented for Steve Dyer.

The Systems Council publications are stable.

There was discussion about having Systems Council reps on the TAB committees.

Conferences – Bob Rassa

The Systems Conference is doing well. We are nearing the 250 attendee range. Our surplus will be around \$45K for 2016. We have a good three-year rotation: Orlando, Vancouver, Montreal.

2017 - Montreal

2018 - Vancouver

2019 – Orlando

It was suggested that we might change from this rotation. Bob will look at some alternate venues: Victoria, San Diego

Bob reviewed ISSE. We discussed venues: Pisa, Rome, Florence, Genoa, possibly a city in Spain.

We reviewed the attendee distribution for ISSE 2016.

There was discussion about whether to offer tours with our conference.

N&A – Bob Lyons

Officer Elections

President Elect

Rich Hochberg

Stephanie White

MOTION: Bob Lyons moved to accept the slate as presented. No 2nd necessary. Motion passed. MO-0144
Rich Hochberg withdrew his name due to health problems.

MOTION: Bob Rassa moved to elect Stephanie White by acclamation. Rich Hochberg 2nd. Motion passed. MO-0145

MOTION: Bob Rassa moved to elect Walt Downing as VP Technical Operations by acclamation. Motion passed. (Walt Downing abstained.) MO-0146

MOTION: Rich Hochberg moved to elect Bob Rassa as VP Conferences by acclamation. Motion passed. (Bob Rassa abstained.) MO-0147

N&A recommends that Paolo Carbone appoint Rich Hochberg as Secretary.

MOTION: Rich Hochberg moved to put Marco Parvis on the slate as VP Member Services. Marco accepted. MO-0148

MOTION: Bob Rassa moved to elect Marco Parvis by acclamation. Steve Holt 2nd. Motion passed. (Marco Parvis abstained.) MO-0149

The AdCom recognized the need for a coordinator for Education Activities but did not see the need to make it a VP position at this time. Roger Oliva was appointed Coordinator of Education Activities.

Awards

Best Paper Award – Vincenzo Piuri is chair.

Outstanding Service Award – Bob Lyons is chair, Rich Hochberg on the committee.

James O. Gray Scholarship – Bob Rassa is chair, with Stephanie White and Steve Dyer on the committee.

After TAB approval, we will begin to advertise the awards and begin to collect nominations. All three awards need to have consistent deadlines.

Technical Operations – Roger Oliva

Roger Oliva reported on the activities of the Systems Council's nine TCs.

Fellows – Bob Rassa

We nominated three Fellows. We will find out November 19 how many got elevated.

We do not have a Fellows Identification Committee. We need one. Paolo Carbone appointed Marco Parvis to be chair of the Fellow Identification Committee. Rich Hochberg is on the committee. This committee identifies potential candidates and finds someone to nominate.

Young Professional Report

Try and get \$2000 from IEEE, as Erik Timpson did for IMS.

Member Society Rep Reports

The member society reps presented overviews of each society.

CSS – Karl-Erik Arzen

IMS – Marco Parvis

RAS - Jose Azorin

OES – Steve Holt

CAS – Robert Chang

AESS – Walt Downing

There was a discussion regarding the RAS flagship conference, the authors have the option to publish a paper in the journal and present the same paper at the conference. Is this an idea that the Systems Council wants to pursue? We have a backlog with the journal. But, it would produce participants for the conference.

It was suggested that we advertise our conference via V-Tools.

New Business –

Bob Rassa moved that allocate \$7,500 to Conference Catalysts to update the Systems Council website. Walt Downing 2nd. Motion passed. MO-0150

Next meeting: Thursday, April 27, 2017 in Montreal.

Meeting adjourned at 3:00 pm