Annual Operating Plan

Fiscal Year 2007

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Treasurer

1.0   INTRODUCTION

The 2007 Annual Operating Plan (AOP) spans the INCOSE fiscal year, which is now aligned to the calendar year. The INCOSE AOP describes the significant planned activities and associated monetary resources for the forthcoming fiscal year, including recurring annual expenses. In section 16 of the budget, it also sets out the planned non-recurring investments in special projects. Linkages to other INCOSE planning documents (listed in section 2.0) are described in section 3.0.

2.0   REFERENCES

The following references are called out in section 3.0 to link long-range and technical plans to the annual operations:

   A. <u>INCOSE Long Range Plan (LRP)</u>, Draft as at 11 Sep 06

   B. <u>INCOSE Systems Engineering Technical Vision</u>, Revision Version 2 (draft), dated July 2006.

3.0   ANNUAL PLAN

3.1.1 Scheduled Meetings/Major Events

Currently planned events include:

- International Workshop, 27-31 January 2007 – Embassy Suites, Albuquerque, New Mexico
- Spring BoD Meeting, 19-22 April 2007 – Four Seasons Hotel, Vancouver, British Columbia
- International Symposium, 24-28 June 2007 – Town & Country Resort, San Diego, California
- Autumn BoD Meeting, 5-7 October – Fairmont Le Chateau Montebello, Montebello, Quebec

3.1.2 Initiatives and Projects

The following descriptive paragraphs provide a synopsis of significant initiatives and projects with planning document references. The general format will be as follows:

- [Item Name] [LRP Reference, TPP/other reference, Budget line item(s)]

  o Brief Description

  o Significant FY07 deliverable/products

- {Optional} Issues/questions

2007 Initiatives and Projects

- Certification [LRP AP-1, TPP 5, BLI: 21.4 (Certification Income), Expense section 21 (4 lines), Certification Operations Net (between expense and investment budgets – unnumbered), 16.2 (Investment budget)].

  - The INCOSE Certification program, leading to designation as a Certified Systems Engineering Professional (CSEP), is significantly behind the schedule envisaged in 2004. Progress has been made in the last year, and a Program Manager in now in position to drive the project forward. Remaining issues are:

    - Rollout and Marketing of the program: The good cooperation between the CSEP program team and Communications continues and the framework for a marketing initiative has been developed. One of the key responsibilities of the new Programme Manager includes oversight of marketing, and significant progress in the development and execution of the plan is expected during 2007. This includes reaching out to other markets segments within the US.

    - SEHv3: The most critical technical and structural issue for CSEP at present is the determination of whether version 3 of the handbook can 'stand alone' as a reference for the written CSEP exam, and the further design and modification of the question bank. In the interim, version 2A continues as the exam basis. The CAG expects to complete the assessment by IW07.

    - Prometrics: Prometrics has been much better operationally, reporting test results weekly. However, they remain non-responsive in contract communications, ignoring repeated email and phone messages.

    - Internationalisation: A number of preliminary discussions have taken place on the adaptation of the current programme to meet the needs of non-US members. This activity will continue during 2007.

  - Significant FY07 deliverables:

    - Marketing plan release: IW07

- ▪ SEHv3 Impact Assessment   IW07

- ▪ Strategy for internationalisation   4Q07

  o Issues: We have made a significant long-term investment in this initiative over the past 5 years. We expect the paid Program Manager will aid substantially in making the progress required.

- INCOSE.org Re-Engineering [LRP AP-9, BLI: 16.4]

  o Despite the patchy performance of our supporting contractor, good progress was made during 2006. The new web site and the Connect collaborative workspace are in place and are being used extensively throughout INCOSE.

  o FY07 Deliverables: The principal remaining task is the full integration of the member database with the web site. $45K has been earmarked for 2007 to complete this work, almost all of which has been rolled over from an under-spend in 2006.

- INCOSE General Marketing Inserts [LRP SI-1,2,3; BLI: 16.45]

  o This project continues the effort to provide marketing inserts for the INCOSE folder which was delivered during 2006. Work to develop and produce inserts to meet the needs of all sections of INCOSE to address a variety of market sectors and purposes is covered in this item.

  o FY07 Deliverables: Funding of $15K has been provided for the continued production of targeted inserts.

- INCOSE Systems Engineering Vision [LRP TV-1, BLI: 16.12]

  o The INCOSE Systems Engineering Vision is a collaborative forecast of the expected trends and implications of systems engineering theory and practice. Having produced the document, a major effort is now under way to engage with other organizations and institutions having an interest in SE so as to develop a broad consensus on the future of our discipline.

  o FY07 Deliverables: Version 2 of the SE Vision coordinated with at least one other society (IEEE Systems Council, AIAA, etc.) by 2Q08; $20K for costs of travel and collaboration in 2007.

- INSIGHT [LRP SI-5.1, BLI 3.2]

  - INSIGHT is one of INCOSE's most popular and valued products. Its recent irregular production schedule has caused concern among our members. A paid INSIGHT editor has been recruited and is now in place, with the aim of putting the production of the magazine on a regular footing.

  - FY07 Deliverables; $120k is budgeted for the production of four editions of the INSIGHT magazine during 2007.

- Support for Standards Development [LRP AP-5, BLI 7.5]

  - We continue to provide support for the development of international standards of direct relevance to the discipline of SE. There has been a gradual increase in the level of activity in this area over the years.

  - FY07 Deliverables: $87K has been provided for the support of twelve different standards committees and working groups.

- CAB re-structuring [BLI 16.15.5]

  - The CAB has grown significantly over the years and it now represents a large body of interested and supportive corporate representatives. The CAB has decided that it is timely to review its internal structure and ways of working so as to improve its effectiveness and the support and guidance it provides to INCOSE.

  - FY07 Deliverables: A re-structured CAB with revised working methods. $5K has been earmarked to support this effort.

- Asia outreach [LRP SI-4, BLI 16.47]

  - Asia and the Far East represent an area of the world where systems engineering is practiced extensively but where INCOSE has yet to develop a significant presence. A number of promising contacts have been established, and these will be developed and pursued in the coming year.

  - There are many challenges to be faced in this effort, amongst which are cultural differences between our nations. At this stage it is difficult to anticipate how quickly progress will be achieved. Nevertheless, such is the potential to bring systems engineers into INCOSE from a wide variety of different nations and sectors of

practice that we have decided this outreach effort is one we must encourage and support.

- o FY07 Deliverables: The identification of an emerging Far East Chapter. A Memorandum of Understanding agreed and signed with the Systems Society of India.

- **iPAL** [BLI 16.3]

  - o Although planned expenditure on iPAL in 2007 is modest, its impact on members and the Certification programme is significant. We plan to have the iPAL technical solution delivered and accessible to members. This will also include putting in place the necessary release processes.

  - o There is an issue over the alignment between iPAL and the latest version of the SE Handbook. This needs further work, but it is an important aspect of the project which must be resolved if it is to achieve its desired purpose.

  - o FY07 Deliverables: iPAL accessible to members and with processes in place to accept further material content by 1Q 07. One hundred assets in place by end of year.

4.0 OPERATING BUDGET

The 2007 Operating Budget is attached as an Excel spreadsheet, with notations to explain the content/purpose of lines which are not self-explanatory.

A number of new line items have been added to the budget, and these are also annotated.

The core budget is, within a small margin, in balance. Modest planned investments in specific projects are listed in Section 16 at the bottom of the sheet.