



## NAFEMS-INCOSE Systems Modeling and Simulation Working Group Leadership Addendum

### 1 MEMBERS, ROLES AND RESPONSIBILITIES

#### SMSWG Members

Responsible for:

- identifying the outputs and directing the activities of the working group and the associated SMS Community
- ensuring that the output is technically accurate and relevant to the NAFEMS and INCOSE membership
- leading SMSWG focus teams.
- regularly contributing to SMSWG activities. Contributions can include:
  - attending and actively participating in working group meetings;
  - participating in topic discussions and activities between meetings, whether individually or as part of a focus team;
  - sending relevant comments or reports on agenda items to the Chair in good time for the meeting;
  - volunteering for and carrying out actions arising from the meetings including developing outputs, reviewing existing SMS resources, authoring invitations to tender etc.

**SMSWG Chair – Roger Burkhart - [burkhartrogerm@johndeere.com](mailto:burkhartrogerm@johndeere.com)**

Responsible for:

- providing leadership to the SMSWG
- acting as the focal point of the SMSWG
- ensuring that SMSWG meetings are run effectively.

**SMSWG Vice Chair – Frank Popielas - [frank.popielas@smsthinktank.com](mailto:frank.popielas@smsthinktank.com)**

Responsible for:

- providing leadership to the SMSWG
- chairing SMSWG and SMSWG Community meetings in the absence of the Chair.
- supporting the SMSWG Chair.

**NAFEMS Technical Working Group Manager – Trudy Hoye - [trudy.hoye@nafems.org](mailto:trudy.hoye@nafems.org)**

Responsible for:

- acting as the primary point of contact between the SMSWG and NAFEMS
- SMSWG meeting logistics, processing new member requests
- producing the minutes for SMSWG meetings



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**INCOSE Central Office - [Secretary@incose.org](mailto:Secretary@incose.org)**

Responsible for:

- acting as the INCOSE focal point for membership enquiries

**INCOSE Assistant Director for Transformational Enablers – Christopher Hoffman - [christopher.d.hoffman@cummins.com](mailto:christopher.d.hoffman@cummins.com)**

Responsible for:

- acting as the primary point of contact between the SMSWG and INCOSE
- acting as the INCOSE point of contact for SMSWG funding
- acting as the INCOSE point of contact for approving SMSWG output

**NAFEMS Technical Officer – Ian Symington - [ian.symington@nafems.org](mailto:ian.symington@nafems.org)**

Responsible for:

- acting as the NAFEMS point of contact for SMSWG funding
- acting as the NAFEMS point of contact for approving SMSWG output

**INCOSE Technical Director - David Endler - [de@davidendler.de](mailto:de@davidendler.de)**

Responsible for:

- providing the authority to terminate or request a change of scope for the SMSWG

**NAFEMS CEO – Tim Morris - [tim.morris@nafems.org](mailto:tim.morris@nafems.org)**

Responsible for:

- providing the authority to terminate or request a change of scope for the SMSWG



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Leadership Addendum**

**2 LEADERSHIP ADDENDUM**

- **This page only to be submitted to your AD when leadership change(s) occurs for Website and Connect WG Site Updates**
- **Charter should be reviewed by each new leader to familiarize with WG activities or need to update.**

<u>Date</u>	<u>Chair (C) / Co-Chair (CC) / Vice Chair (VC)</u>	<u>Name</u>	<u>Term</u>
14 Feb 2020	C	Roger Burkhart	1/2020 – 1/2023
14 Feb 2020	CC / VC	Frank Popielas	1/2020 – 1/2023

**3 APPROVAL**

Technical Director, INCOSE

Date

CEO, NAFEMS

Date