IEEE Solid-State Circuits Society

Administrative Committee

9 February 2014

 San Francisco Marriott Marquis 55 Fourth Street, San Francisco CA

Notice for next meeting: The AdCom will meet in Venice, Italy, September 2014, to coincide with ESSCIRC.

**MINUTES**

**PART A: SUMMARY OF MOTIONS**

*Motion* 1: Presented by Bill Bidermann. To approve the minutes of the AdCom meeting in August 2013.  The motion passed.
 *Motion* 2: Presented by Meetings Committee Chair Ken O. To advance $600K for ISSCC 2015.  The motion passed.

*Motion* 3:  Presented by Publications Committee Chair Glenn Gulak. To approve a 400 page-count for the SSCS Magazine in 2015. The motion passed.

*Motion* 4: Presented by Mike Flynn. To approve a 3200 page-budget for the JSSC in 2015. The motion passed.

*Motion* 5:  Presented by DL Program Chair Domine Leenaerts. To approve a budget of $60K for the SSCS DL Program, including both single-lecturer talks and tours, in 2015.  The motion passed.
 *Motion* 6:  Presented by Jan Van der Spiegel. To increase the budget for chapter maintenance subsidy awards to $50K in 2015. To increase the chapter chair travel budget to $10K for 2015. The motion passed. *Motion 7:* Presented by Jan Van der Spiegel. To approve a total of budget of $100K for chapter activities in 2015 comprising the allotments approved in Motion 5 and maintaining the extra chapter subsidy award budget of $40K that was approved by the AdCom in 2011.

*Motion 8:* Presented by Bill Bidermann. To allocate $4,200 for a Student Membership Drive in 2014, primarily at the chapter level, to recruit 200 new student memberships. The motion passed.

*Motion* 9: To approve $30k for support of the JxCDC launch. The motion passed.

Mike Beunder accepted the position of AdCom Secretary.

**PART B: MEETING MINUTES**

Meeting Attendance

a.) Voting members present

|  |  |  |
| --- | --- | --- |
| Jake Baker Arya BehzadBill BidermannShekhar BorkarTony Chan CarusoneTzi-Dar ChiuehJohn J. CorcoranFranz Dielacher  | Christian EnzMichael FlynnGlenn GulakHideto HidakaPeter KingetRakesh KumarH.S. LeeDomine Leenaerts | Kofi MakinwaBoris MurmannBram NautaKen OMichael PerrottBill Redman-White Stefan RusuJan Van der SpiegelRoland Thewes |

b.) Voting members absent

 Tzi-Dar Chiueh                    Tadahiro Kuroda
                    Tohru Furuyama
                    Trudy Stetzler

c.) Non-voting members present

|  |  |  |
| --- | --- | --- |
| Bryan AcklandElad AlonTom AndreEmre AyranciMike BeunderAnantha ChandrakasanWanda Gass | Bruce HechtMakoto IkedaDick JaegerMike KellyMary LanzerottiTom LeeAlvin Loke | Shahriar MirabbasiUn-Ku MoonKatherine OlsteinWilly SansenCharlie SodiniIan Young  |

 d.) Non-voting members absent

Eugenio Cantatore
Dave Hodges
Takayasu Sakurai
Vivek Tiwari
Darrin Young
Eric Vittoz

e.) Honored Guests absent

              Lew Terman
              Bruce Wooley

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| --- | --- | --- |
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1. APPROVAL OF MINUTES Bill Bidermann

SSCS President Bill Bidermann opened the meeting with a motion to approve the minutes of the last AdCom meeting:

**Motion 1:** To approve the minutes of the AdCom meeting of August 2013. The motion passed.

2. WELCOME AND INTRODUCTORY REMARKS Bill Bidermann

To launch the meeting, SCS President Bill Bidermann introduced the five AdCom members elected in December 2013 for 2014-2015.

He announced that the Society’s next Five Year Review would occur in the November, 2014 timeframe and proposed that the SSCS summer AdCom be held in Europe, the weekend before or after ESSCIRC 2014, which will take place in Venice. He recommended that summer AdComs thereafter alternate between Europe and Asia to equalize the travel burden of members who do not reside elsewhere than the Americas.

September 2014 ESSCIRC, Venice Italy

June 2015, VLSI Symposium, Kyoto, Japan

Finally, he highlighted three updates from the IEEE TAB meeting:

1. IEEE Navigator – tools for intelligent searching
2. IEEE Annual Reports - available online
3. BiDirectional Process – communicate with him for feedback from/to IEEE TAB.

He recommended a new IEEE source for most-often-cited and -downloaded
IEEE papers, <http://technav.ieee.org>.

3. TREASURER’S REPORT

According to key figures in the Treasurer’s report, the Society did very well in 2013, despite changes in IEEE algorithms:

* An actual net surplus of $286.4K vs. an expected net surplus of $228.8K. due primarily to an increase in membership dues revenue with the overall increase in membership, and some savings in the costs of mailing. The projected reserve is expected to grow by $1.5M by the end of 2013. For the 2014 Budget, the IEEE has changed the algorithm for periodicals income and infrastructure which may reduce the net to SSCS by approximately $50K. The budgeted 2014 surplus is $34.4K.
* A record increase in reserves to $7M
* A projected reserve-to-expense ratio (RER) increase reaching a record total of $1.5M.

Given the “healthy” reserve-to-expense status of the Society at this time (shown in slide 7), Past President Kumar recommended that “we consider new initiatives that would be suitable for investment. Let’s come forward with worthwhile projects.”

Mr. Bidermann encouraged the AdCom to be creative in devising modest initiatives with budgets under $50K to make use of the IEEE rule that allows Society projects to consume as much as 3% of reserves, as long as they are justified by strong business cases and return surpluses. A suggestion was made to reclassify the popular Starbucks gift card project program, which has drawn on reserves, as a budget line item. Harry’s slides are on line in the IEEE Agenda Tool at <https://taw.ieee.org/mpt/Agenda.aspx?eid=2114>

4. ISSCC REPORT Anantha Chandrakasan

Anantha Chandrakasan reported a projected surplus of $322K for ISSSCC 2014 and a projected attendance of 3,000 vs budgeted of 2,800 attendees. A new social session including the Tuesday evening panel is open for all IEEE members at this year’s conference. The demonstration session on Monday evening will include 26 demonstrations based on accepted papers at ISSCC. There is a mobile app now available for the conference. Anantha highlighted broad technical trends for future ISSCC including emerging technologies, greater system integration, and increased demonstration and teaching sessions. Ten modules for tutorials are planned to leverage MOOCs (massive online open courseware) that could be linked to the SSCS society and promoting the sessions and content of the conference. Proposed as a trial for 2015. Anantha introduced Kevin Zhang as the incoming ISSCC Vice Chair. His slides are posted on the web (see link from the web agenda tool).

Anantha‘s slides are posted on the web within the IEEE Agenda Tool at <https://taw.ieee.org/mpt/Agenda.aspx?eid=2114>

**Motion 2:**To advance $600K for ISSCC 2015.  The motion passed.

5. PUBLICATIONS COMMITTEE REPORTS

5.1 Introduction Glenn Gulak
Glenn Gulak introduced presenters for the JSSC, SSCS Magazine, RFIC Virtual Journal, and Journal on Exploratory Solid-State Computational Devices and Circuits (JxCDC). Glenn presented a preview of the new flipboard app that will feature the SSCS Magazine and be free for members and also available in the Apple Bookstore. In development is a JSSC Table of Contents App that will link to the IEEE Xplore.

5.2 SSCS MAGAZINE REPORT Dick Jaeger

Past-President Rakesh Kumar recognized and thanked Richard for his service in leading the Magazine Advisory Board. Dick’s report is posted on the web within the IEEE Agenda Tool at <https://taw.ieee.org/mpt/Agenda.aspx?eid=2114>

**Motion 3:**  To approve a 400 page-count for the SSCS Magazine in 2015. The motion passed.

5.3 JSSC

Mike Flynn gave an update on the Journal of Solid-State Circuits. His slides are posted on the web (see link from the web agenda tool).

**Motion 4:** To approve a 3200 page-budget for the JSSC in 2015. The motion passed.

5.4 RFIC Virtual Journal John Long

Various problems have afflicted the publication in its first year, such as

* An overly long url, making it hard to find
* A link that opens to the subscription page instead of the content
* only 2 issues as yet on line.

A number of remedies are planned for 2014. Five issues have been written. Twelve total issues are planned to date. John’s slides are posted on the web within the IEEE Agenda Tool at <https://taw.ieee.org/mpt/Agenda.aspx?eid=2114>

5.5. JxCDC Ian Young
The first steering committee meeting of this Open Access journal is scheduled for mid-February. Its main task will be to select an EIC and thereafter to recruit as many as 20 associate Editors.

Ian’s slides are posted on the web within the IEEE Agenda Tool at <https://taw.ieee.org/mpt/Agenda.aspx?eid=2114>

6. CONFERENCE REPORTS Ken O

Ken’s report includes sections for three of SSCS’s four- sponsored conferences -- CICC, the VLSI Circuits Symposium, and ASSCC.

It is posted on the web within the IEEE Agenda Tool at <https://taw.ieee.org/mpt/Agenda.aspx?eid=2114>

* 1. CICC

Ken reported that paper submissions and registration appear to be relatively stable year-over-year. The education sessions are now embedded into the regular conference days. Surplus was $13K. His slides are posted on the web (see link from the web agenda tool).

* 1. VLSI Circuits Symposium

Ken O reported that the 2014 conference will be held in Honolulu, Hawaii, 2014. He recognized and thanked Conference Executive Chair Charlie Sodini for his service to the conference and the society. His replacement as Executive Chair will be Philip Mok.

The conferences that the Society currently cosponsors are:

1. ESSCIRC
2. DAC
3. VLSI-TSA
4. VLSI-DAT
5. ISLPED
6. BCTM
7. DATE
8. Hot Chips
9. CSICS
10. RFIC
11. ICCAD
12. Sensors

5. DISTINGUISHED LECTURER PROGRAM REPORT Domine Leenaerts

Domine’s report is posted on the web within the IEEE Agenda Tool at <https://taw.ieee.org/mpt/Agenda.aspx?eid=2114>

**Motion 5**: To approve a 2015 budget of $60K for the SSCS DL Program, including single-lecturer talks and tours.  The motion passed.

6. CHAPTERS COMMITTEE REPORT Jan van der Spiegel
The chapters report is posted on the web within the IEEE Agenda Tool at <https://taw.ieee.org/mpt/Agenda.aspx?eid=2114>

**Motion 6:**  Presented by Jan Van der Spiegel. To approve a budget increase of $50K for chapter maintenance subsidy awards in 2015; to approve a budget increase of $10K for chapter chair in 2015. The motion passed.**Motion 7:** Presented by Jan Van der Spiegel. To approve a total budget of $100K for chapter activities in 2015 comprised of the $60K approved in Motion 5 and the extra chapter subsidy budget of $40K that was approved by the AdCom in 2011.

7. NOMINATIONS COMMITTEE Rakesh Kumar

Past President Kumar reported that the Society is in need of a representative from Region 10 and would benefit from better geographical distribution on its AdCom. His report is posted on the web within the IEEE Agenda Tool at <https://taw.ieee.org/mpt/Agenda.aspx?eid=2114>

8. AWARDS John Corcoran
John Corcoran reported on Awards committee activities, especially the record 27 Fellow nominations received, and 11 new Fellows. In 2014, 8 Predoctoral Achievement Awards were granted using a previously approved budget of $25K. His report is posted on the web within the IEEE Agenda Tool at <https://taw.ieee.org/mpt/Agenda.aspx?eid=2114>

9. WOMEN IN ENGINEERING Wanda Gass

Wanda Gass reported on the Women In Engineering group. Wanda presented an analysis of membership. SSCS sponsored an online WIE chat. SSCS promoted video on the WIE channel of IEEE.tv. WIE will hold a leadership conference in May 2014 in San Francisco. Her slides are posted on the web (see link from the web agenda tool).

Dr. Gass’ report is posted on the web within the IEEE Agenda Tool at <https://taw.ieee.org/mpt/Agenda.aspx?eid=2114>

10. COUNCIL REPORTS

Reports for the following councils that SSCS belongs to are posted to the web within the IEEE Agenda Tool at <https://taw.ieee.org/mpt/Agenda.aspx?eid=2114>

10.1 Technology and Management Council (TMC) Mike Beunder
The TMC is on the verge of returning to its former status as a Society, pending a TAB vote later this month. Its goal is to acquire 5,000 members by 2020. The group focuses on

1. Managing Technical Professionals
2.Innovation
3.Strategic Technology Management
4.Organizational Interfaces
5.Project Management

10.2 Nanotechnology Council Elad Alon

The NTC AdCom was held in August 2013 in Beijing, China. Key conference is IEEE Nano and will be held in Toronto in 2014. There was a $45K surplus in 2013 and projecting a surplus for 2014.

10.3 COUNCIL ON RFID Shahriar Mirabbasi

The Virtual Journal for RFID has launched, with the first two issues published in August and October 2013. Free access to the RFID Virtual Journal is extended to members of the Council’s society members, including SSCS members. Plans are to publish 4 issues per year. The council’s MOU was revised to include support of $5,000 per year, up from $3,000 per year for each member society. His slides are posted on the web (see link from the web agenda tool).

11. IEEE YOUNG PROFESSIONALS PROGRAM Emre Ayranci

The “IEEE Young Professionals Program” is the new name for IEEE GOLD and is now applied across IEEE. Approximately 15% of SSCS members are in this early stage of their careers. Graduate students and Young Professionals are invited to a reception at ISSCC. His slides are posted on the web (see link from the web agenda tool). Emre’s report
is posted to the web within the IEEE Agenda Tool at <https://taw.ieee.org/mpt/Agenda.aspx?eid=2114>

12. Strategic Goals Bill Bidermann
President Bidermann introduced Vice President Jan Van der Spiegel to lead a discussion on strategic goals and new initiatives. The AdCom explored potential goals (via a table called the “SSCS AdCom - Report Card”), assisted by discussion leader Vice President Jan Van der Spiegel. Some were

* Fellow Nominations – double by increasing to 22
* Pre-Doctoral Achievement Awards – maintain 8 of 16 nominations
* Chapter Count – increase to 94
* Education Database – Webinars and DL Lectures – increase to 70
* Student Membership Initiative – increase to 200
* Chapter coaching support - 5 liaisons

DISCUSSION HIGHLIGHTS
Especially intriguing was a proposal by Wanda Gass to increase members’ access to each other by means of electronic “live chat” broadcasts combining a lecture by a DL from his own office and real-time discussion via a sharing mechanism such as UStream. Boris Murmann volunteered to draft proposal for such a program for presentation to the August 2014 AdCom.

Other proposals that elicited positive responses were to

* Convert past issues of the SSCS Magazine to flipbook format
* Set up member lounge areas at our other three sponsored conferences

**Motion 8:** Presented by Bill Bidermann. To allocate $4,200 for a Student Membership Drive in 2014, primarily at the chapter level, to recruit 200 new student memberships. The motion passed.

**Motion 9**: To approve $30k for support of the JxCDC launch. The motion passed unanimously.

13. FINANCIAL IMPLICATIONS OF THIS MEETING’S ACTIONS Shekhar Borkar

Incoming Treasurer Shekhar Borkar summarized the budget implications of decisions made at the meeting:

The approved motion that had financial implications for 2014 was:

*Motion 8:* An allocation of $4,200 for a Student Membership Drive in 2014, primarily at the chapter level, to recruit 200 new student memberships. The motion passed.

Dr. Borkar noted a new expectation of a $69K surplus, as opposed to a prior estimate of $34.4 K, at the end of the year.

The approved motions that have financial implications for 2015 are:

M*otion* 2: An advance of $600K for ISSCC 2015.

*Motion* 5:  A budget of $60K for the SSCS DL Program, including both single-lecturer talks and tours, in 2015, representing an increase of $10K over the initial DL budget for 2013, which was $50K.
 *Motion* 6:  An increase in the budget for chapter maintenance subsidy awards from $44K to $50K in 2015. An increase the chapter chair travel budget from $6K to $10K in 2015. 14. NEW BUSINESS Bill Bidermann

President Bidermann presented a plaque to past President Rakesh Kumar on behalf of the Society.

15. ADJOURN Bill Bidermann

The meeting was adjourned at 5:10PM

Submitted by

Katherine Olstein, Senior Administrator

Bruce Hecht, Biometrics Council Representative