**IEEE Solid-State Circuits Society**

**Administrative Committee**

22 February 2015

 Marriott Hotel, San Francisco, USA

**AGENDA**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Length** | **Sched** | **Presenter** | **Topic** | **Materials** |
| 1:00 | 0:00 | none | Lunch - TBD |  |
| 0:05 | 1:00 | Bill Bidermann | Welcome - agenda structure | Agenda\_AdCom\_2\_22\_15.xlsx |
| 0:10 | 1:05 | Ellen Yoffa | Division Director update | Yoffa Division Director Remarks - SSC 22Feb15.pptx |
| 0:10 | 1:15 | Bill Bidermann | President's Message | Bidermann-President.pptx |
| 0:05 | 1:25 | Mike Beunder | Approval of Prior Meeting's Minutes | AdCom Minutes - September 2014 - Venice, Italy v3.docx |
| 0:05 | 1:30 | Shekhar Borkar | Treasurer's Report | Borkar-Treasurer.pptx |
| 0:10 | 1:35 | Anantha Chandrakasan | ISSCC | Chandrakasan-ISSCC.pptx |
| 1:30 | 1:35 | Mike Beunder | Strategy Discussion | BeunderStrategy v2.pptx |
|  |  | Emre Aryanci | Education axis | SSCS Strategic planing Education 2015.pptx |
|  |  | Rakesh Kumar | Professional Dev./Recognition axis | SSCS Strategic Planning\_Career Dev Recognition\_150220.pptx |
|  |  | Mike Beunder | Operatinoal Excellence axis | SSCS Strategic planning \_Operational Excellence.pptx |
| 0:15 | 3:05 |  |  |  |
| 0:10 | 3:20 | Tzi-Dar Chiueh | Membership Committee | Chiueh-Membership.pptx |
| 0:10 | 3:30 | Glenn Gulak | Publications Committee | Gulak-Pubs.pptx |
|  |  | Ian Young | Publications Committee | Young-JXCDC.ppt |
|  |  | John Long | Publications Committee | Long.Pubs.RFICVJ.pdf |
| 0:10 | 3:40 | Ken O | Meetings Committee Report | O-Meetings.ppt |
| 0:10 | 3:50 | Anantha Chandrakasan | ISSCC | ISSCC 2015 SSCS.ppt |
| 0:10 | 4:00 | Domine Leenaerts | Distinguished Lecture Program | Leenaerts-DL.pptx |
| 0:10 | 4:10 | Jan van der Spiegel | Chapters Committee | VanderSpiegel\_Chapters\_jan15.pptx |
| 0:10 | 4:20 | Bill Bidermann | SSCS "Investment Strategy"/Tactics |  |
| 0:10 | 4:30 | Michael Flynn | JSSC EIC Report | Flynn-JSSC.pptx |
| 0:10 | 4:40 | John Corcoran | Awards | Corcoran-Awards.ppt |
| 0:05 | 4:50 | Emre Aryanci | Young Professionals | Ayranci -YP.pptx |
| 0:05 | 4:55 | Shekhar Borkar | Financial Implications of this Meeting | Financial Considerations from the Feb 22 2015 Adcom.pptx |
| 0:00 | 5:00 | Bill Bidermann | Adjournment |  |

**MINUTES**

**PART B: SUMMARY OF MOTIONS**

**Motion 1:** Presented by Rakesh Kumar, seconded by Domine Leenaerts. To approve the minutes of the AdCom meeting of September 2014. The motion passed.

**Motion 2:** Presented by Tzi-Dar Chiueh. To Increase the current budget for the member recognition program from US$16K to US$31K. The motion passed.

**Motion 3**: Presented by Glen Gulak. That a page budget of 3200 pages be approved for the JSSC for the year 2016.  The motion passed.

**Motion 4**: Presented by Glen Gulak That a page budget of 400 pages be approved for the SSCS Magazine for the year 2016.  The motion passed.

**Motion 5**: Presented by Ken O. That an advance of US$600K to ISSCC for 2016 is approved.  The motion passed.

**Motion 6**: Presented by Domine Leenaerts. That an increase of the 2015 Distinguished Lecturer budget from US$50K to US$70K is approved.  The motion passed.

**Motion 7**: Presented by Domine Leenaerts. To approve the 2016 Distinguished Lecturer budget at US$70K.  The motion passed.

**Motion 8**: Presented by Domine Leenaerts. To approve a Webinar budget for 2015 at US$17K (US$5K for travel, US$12K for staffing) supporting 10 webinars.  The motion passed.

**Motion 9**: Presented by Jan van der Spiegel. To approve the increase of the 2015 Chapters Committee budget from US$92K to US$110K.  The motion passed.

**Motion 10**: Presented by John Corcoran. To approve the increase of the 2015 Predoctoral Award budget from US$25K to US$40K.  The motion passed.

**Motion 11**: Presented by Rakesh Kumar, seconded by Domine Leenaerts . To adjourn the meeting.  The motion passed (at 5:20PM).

**PART C: MEETING MINUTES**

Meeting Attendance

1. Voting members present

2. Voting members absent



1. Non-voting members present
 
2. Non-voting members absent

 

1. Guests



1. Executive Office Staff present



1. OPENING OF ADCOM MEETING Bill Bidermann

SSCS President Bill Bidermann opened the meeting (13:00) and introduced Division Director Ellen Yoffa. Before getting into the meeting it was important to get an update from the Division Director regarding the strategic directions of the IEEE.

2. DIVISION DIRECTOR REMARKS Ellen Yoffa

Ellen Yoffa presented the status of the IEEE organization’s discussion around the future of IEEE and its form and format for 2030. In particular attention was paid to the strategic objectives for the IEEE in 2030 which were listed as:

1. Create a nimble, flexible, forward-looking organization;
2. Foster public imperatives;
3. Foster diverse technical communities with Industry, Government and Academia;
4. Empower the discovery, development and delivery of cutting-edge products and services;

Today’s IEEE has 430,000+ members, 45 Technical Societies and Councils and is present in 190+ countries. It organizes annually more than 1,300 conferences, creates 3.6M technical documents and produces 160+ periodicals.

***Slide set:*** *Yoffa Division Director Remarks - SSC 22Feb15.pptx*

3. PRESIDENT’S MESSAGE Bill Bidermann

President Bidermann welcomed the new AdCom members Andreia Chathelin, Pavan Hanomolu, Kofi Makinwa, Roland Thewes, Patrick Yue and Svanthi Pavan (as a replacement for Tony Carusone/CAS representative).

Next President Bidermann covered the SSCS strategy process and stressed the importance for completing that process as part of the preparations for the next AdCom meeting in June in Kyoto.

***Slide set:*** *Bidermann-President.pptx*

***File:*** *Agenda\_Adcom\_2\_22\_15.xlsx*

4. PRIOR MEETING MINUTES Mike Beunder

Rakesh Kumar forwarded the motion to approve the minutes of the last AdCom meeting. The motion was seconded by Domine Leenaerts.

***File:*** *AdCom Minutes - September 2014 - Venice, Italy v3.docx*

**Motion 1:** Presented by Rakesh Kumar, seconded by Domine Leenaerts. To approve the minutes of the AdCom meeting of September 2014. The motion passed.

5. TREASURER’S REPORT Shekhar Borkar

Treasurer’s report shows that the Society’s financial position is strong. Reserves are continue to grow (at US$5.9M at the beginning of 2014). The Treasurer states that US$ 280K is available for additional spending in 2015 (“available for return to our members”). Mr. Borkar also mentioned that the budget process for 2016 was well underway and, in the light of the strategy discussion, it should be noted that the budget outline should be done by May 2015.

***Slide set:*** *Borkar-Treasurer.pptx*

6. ISSCC Anantha Chandrakasan

Mr. Beunder reported on the progress of the strategic discussion since the previous AdCom meeting in September 2014, covering the creation of three sub-groups which focus on Education, Professional Development and Operations. Each of the three groups presented their separate results: Mr. Aryanci on Education, Mr. Kumar on Professional Development and Recognition and Mr. Beunder (temporarily replacing Mr. Nauta) on Operational Excellence.

After the presentation forms were handed out to the AdCom members to provide written input/suggestions to the different subgroups as part of the strategic discussion. At the same time the full AdCom session was engaged in discussing different initiatives and approaches. The discussion was closed at 3:10PM by President Bidermann. The forms with input from the members were collected by Mr. Beunder for further processing and forwarding to the subgroups.

***Slide sets:*** *BeunderStrategy v2.pptx, SSCS Strategic planing Education 2015.pptx, SSCS Strategic Planning\_Career Dev Recognition\_150220.pptx, SSCS Strategic planning \_Operational Excellence.pptx*

============================================== PHOTO SESSION ========================================================

7. MEMBERSHIP COMMITTEE Tzi-Dar Chiueh

Mr. Chiueh reported that over the last 15 years we lost around 3,100 members (roughly 5% decline on a yearly basis). Over the last 5 years we see a mixed picture, with some ups and downs. The membership decline in 2013 seemed to be arrested but for 2014 it was down again by ~300 members.

***Slide set:*** *Chiueh-Membership.pptx*

**Motion 2:** Presented by Tzi-Dar Chiueh. To Increase the current budget for the member recognition program from US$16K to US$31K. The motion passed.

8. PUBLICATIONS COMMITTEE REPORT Glen Gulak

Mr. Gulak presented the status on the different SSCS publications as well as SSCS co-sponsored publications. Next Mr. Young presented the new IEEE Journal of Exploratory Solid-State Computational Devices and Circuits (JXCDC) with inaugural papers starting in March 2015. After Mr. Young, Mr. Long presented the status on the RFIC Virtual Journal. The journal plans to increase its publication frequency to 4/year (currently at 2/year).

**Motion 3**: Presented by Glen Gulak. That a page budget of 3200 pages be approved for the JSSC for the year 2016.  The motion passed.

**Motion 4**: Presented by Glen Gulak That a page budget of 400 pages be approved for the SSCS Magazine for the year 2016.  The motion passed.

***Slide set:*** *Gulak-Pubs.pptx, Young-JXCDC.ppt, Long.Pubs.RFICVJ.pdf*

9. MEETINGS COMMITTEE REPORT Ken O

Mr. O reported on the financially and technically sponsored meetings. Most co-sponsored conferences are doing well. However, CICC forms an exception. Mr. O Covered CICC in more detail regarding continued decline of attendance (36% since 2005). CICC is reviewing its strategy and considering several changes of which venue and conference date are the most important. A-SSCC was also reviewed with a comparison of 2014 against the outlook for November 2015. Two motions were tabled for future discussion as their impact was not clear.

***Slide set:*** *O-Meetings.ppt*

**Motion 5**: Presented by Ken O. That an advance of US$600K to ISSCC for 2016 is approved.  The motion passed.

10. DISTINGUISHED LECTURER PROGRAM Domine Leenaerts

Mr. Leenaerts reported on the successful DL program in 2014 with a total of 84 lectures of which 45 were single talks and 39 were part of 4 tours. Based on the success of the DL activities, an extended budget is requested by the DL Committee.

**Motion 6**: Presented by Domine Leenaerts. That an increase of the 2015 Distinguished Lecturer budget from US$50K to US$70K is approved.  The motion passed.

**Motion 7**: Presented by Domine Leenaerts. To approve the 2016 Distinguished Lecturer budget at US$70K.  The motion passed.

**Motion 8**: Presented by Domine Leenaerts. To approve a Webinar budget for 2015 at US$17K (US$5K for travel, US$12K for staffing) supporting 10 webinars.  The motion passed.

***Slide set:*** *Leenaerts-DL.ppt*

11. CHAPTERS COMMITTEE REPORT Jan van der Spiegel

Mr. van der Spiegel reported on the activities of the Chapters Committee. Mr. van der Spiegel stressed the importance of mobilizing and supporting the Chapters in their activities. The Chapter Development Award and the Outstanding Chapter Award are examples of these activities to support and highlight Chapter efforts as is the drive to get more Chapter leaders’ meetings, both regionally and internationally.

**Motion 9**: Presented by Jan van der Spiegel. To approve the increase of the 2015 Chapters Committee budget from US$92K to US$110K.  The motion passed.

***Slide set:*** *VanderSpiegel\_Chapters\_jan15.pptx*

12. JSSC EIC REPORT Michael Flynn

Mr. Flynn presented the statistics on the Journal of Solid State Circuits, highlighting the fact that the time to ePub has become comparable to the time it would take to get a paper accepted and presented at a conference. Mr. Flynn highlighted the problems in getting data out of the IEEE organization; this concerned data . Mr. Flynn also complained about the web page being out-dated and despite earlier decision, nothing has been done. Similar discussion centered around the tablet reader version for the Journal (IEEE does not allow journals to be accessible through tablet readers). Mr. Nauta mentioned browsi, a tablet-based browser which is already available for free. Mr. Beunder raised the question on the status of the two motions (motions 5 and 6) which were passed during the September meeting in 2014. No action has been taken so far.

Mr. Makinwa raised another issue dating back 2 years ago regarding the impact factor caused by being dropped from the Thompson Reuters list.

**Action Item**: Determining the exact nature of the impact factor and the Thompson Reuters listing regarding the listing of conferences. Once determined, it will be figured out how we get onto the list of Thompson Reuters. **Owner:** Bill Bidermann.

***Slide set:*** *Flynn-JSSC.pptx*

13. AWARDS John Corcoran

Mr. Corcoran presented the state of the awards program. He covered the new SSCS Fellows (6) for 2015 as well as the Predoctoral achievement award candidates for the period 2014-2015, noting that out of the 25 applications 14 were granted. Given the interest and visibility of the Predoctoral Award, the Committee will ask for an increase in funding.

**Motion 10**: Presented by John Corcoran. To approve the increase of the 2015 Predoctoral Award budget from US$25K to US$40K.  The motion passed.

***Slide set: Corcoran-****Awards.pptx*

14. YOUNG PROFESSIONAL Emre Aryanci

Mr. Aryanci focused on the Young Professionals Mentoring initiative. SSCS has been chosen as the pilot society for IEEE regarding such a mentoring initiative. President Bidermann asked the AdCom members to support the initiative by contacting Mr. Aryanci. Mr. Aryanci also mentioned the meeting at the ISSCS Conference on Tuesday evening where there would be such a speed dating event with young professionals.

***Slide set:*** *Ayranci -YP.pptx*

15. NON-AGENDA TOPICS

JOINT MEMBERSHIP DRIVE Bill Bidermann

 Joint Memberships drive with our Division. A discussion has been started to evaluate joint membership by paying a US$25 for one Society within the Division and get any other membership for US$5 per Society. President Bidermann wanted to get the AdCom’s feedback as to the worthwhileness of this drive to be supported by SSCS. Discussion focused on the unknown impact on the income of the Society.

**Action Item**: Work out a proposal to share information, best practices, possibly members across the Division and establish a way to estimate the financial consequences: cost & benefits. **Owner:** Bill Bidermann.

16. ADJOURN Bill Bidermann

The meeting was adjourned at 5:45 PM.

**Motion 11**: Presented by Rakesh Kumar, seconded by Jan van der Spiegel . To adjourn the meeting.  The motion passed (at 5:20PM).