

IEEE Solid-State Circuits Society Administrative Committee

Sunday, February 5th, 2017
San Francisco, USA

PART A: AGENDA

Sched	Presenter	Topic	Materials
noon	none	Lunch	
13:00	Jan Van der Spiegel	Introduction - Welcome	1. Van der Spiegel.Presidents Opening.2.4.17.pptx
13:10	Jan Van der Spiegel	Approve Agenda	
13:15	Jan Van der Spiegel	Approval of Prior Meeting's Minutes	
13:20	Wanda Gass	Treasurer's Report	1. Gass.Treasurer.Feb2.17.pptx
13:30	Bram Nauta/Mike Beunder	2016-2020 Strategic Plan - Overview	
13:45	John Long	Publications Committee	1. Hecht.DesignandTest.Feb5.17.pptx 2. Hidaka.VLSISystems.2.5.17.pptx 3. Long.Publications.I-SSC.Feb5.17.ppt
14:00	Rakesh Kumar	Magazine Advisory Committee	1. Baker.MagazineAdvisoryBoard.2.5.17.pptx
14:05	Jan Craninckx	JSSC EIC Report	1. Craninckx.Publ.Feb5.17.pptx
14:10	Ian Young	JXCDC	1. Young.JxCDC.2.5.17.ppt
14:15	Bill Bowhill	Meetings Committee Reports	1. ADCOM Meetings Comm 02 05 17.Bowhill.ppt
14:30	Anantha Chandrakasan	ISSCC	1. Chandrakasan.ISSCC.2.1.17.pptx
14:40	Jan Van der Spiegel	Break	
14:55	Patrick Yue	Membership Committee	1. Yue.Membership.2.4.17.pptx
15:10	Emre Ayranci	Young Professionals Council report	1. Ayranci.YP.feb52017.pptx
15:20	Ali Sheikholeslami	Education - DL Program	1. Sheikholeslami.Education.02.01.17.pptx
15:35	Stefan Rusu	Chapters Committee	1. Rusu.Chapters.2.5.17.pptx
15:50	Bill Bidermann	Nominations Committee	1. Bidermann Guardian4 2 5 17 Go Patriots.pptx
16:00	John Corcoran	Awards	1. Corcoran.Awards.1.30.17.ppt
16:10	Alice Wang	Women in Engineering	1. Wang.WomeninCircuits.Jan30.pptx
16:15	Jan Van der Spiegel	Supported Councils & Initiatives briefings	
16:20	Andreia Cathelin	IoT Initiative	1. Cathelin.IoT.2.4.17.pptx
16:25	Aarno Parssinen	5G Initiative	1. Parssinen.5G_initiative.Feb5.17.pptx
16:30	Roman Genov	IEEE Brain Initiative	
16:35	Wanda Gass	Financial Implications of this Meeting	
16:40	Jan Van der Spiegel	Adjournment	

MINUTES**PART B: SUMMARY OF MOTIONS**

- Motion 1:** Motion to approve the agenda by President van der Spiegel. The motion **passed**.
- Motion 2:** To approve the meeting minutes of the AdCom meeting of September 11th, 2016 (DRAFTAdComMinutesSeptember2016Switzerland.pdf). Presented by Mike Beunder, seconded by Jan van der Spiegel. The motion **passed**.
- MOTION 3:** Mr Cranickx presented the motion to set the 2018 JSSC page budget to 3,500. The motion was forwarded by John Long. The motion **passed**.
- MOTION 5:** To advance \$600K to ISSCC for 2018. The motion was forwarded by Mr. Bowhill. The motion passed
- MOTION 6:** To renew the 5 year MOU Technical co-sponsorship for RFIC. The motion was forwarded by Mr. Bowhill. The motion passed.
- MOTION 8:** Mr. Rusu forwarded the motion to request an annual budget for Chapters Support for 2018 at \$120K (identical to 2017). The motion is passed.
- MOTION 9:** Mr. Corcoran forwarded the motion to request an annual budget for Awards program for 2018 to increase from \$40K to \$50K. The motion is approved.
- MOTION 10:** Mrs. Wang forwarded a motion to approve the budget for the Women in Circuits Program for 2018 to be at \$12K. The motion was approved.
- MOTION 11:** The motion to establish the Student Enrollment Growth Initiative at a budget level of \$50K. The motion was forwarded by Jan van der Spiegel. The motion passed.
- MOTION 12:** The motion to establish the Rejuvenation/Multi-lingual Initiative at a budget level of \$30K. The motion was forwarded by John Long. The motion passed.
- MOTION 13:** The motion to establish the Society fund at a budget level of \$25K (to support the recognition program). The motion was forwarded by John Corcoran. The motion passed.
- MOTION 14:** To adjourn the AdCom meeting of February 5th, 2017. Presented by Jan van der Spiegel, seconded by Bram Nauta. The motion passed (at 17:56).

PART C: ACTION ITEMS

- ACTION ITEM 1:** To determine if Browzine views are identical to downloads. It is unclear how statistics are interpreted (Owner: Abira Sengupta)
- ACTION ITEM 2:** WiC Committee to provide benchmark data against other societies (Owner: Mrs. Wang)

ACTION ITEM 3: Mr. Mike Kelly to distribute again the template for budget requests to ensure that Mrs. Wanda Gas can make an accurate compilation of the budget requests (Owner: Mike Kelly + Wanda Gass + all budget holders).

ACTION ITEM 4: Mr. Jan van der Spiegel, Ali, Andrea, Bill and Bram will write an official SSCS positioning statement on the immigration stop announced by the US Government (Owner: Mr. Jan van der Spiegel)

PART D: MEETING MINUTES

Meeting Attendance

Voting Members Present

Mike Beunder	Hideto Hidaka	Jan Van der Spiegel
Bill Bidermann	Tadahiro Kuroda	Roland Thewes
Bill Bowhill	John Long	Ingrid Verbauwhede
Andreia Cathalin	Kofi Makinwa	Andrei Vladimirescu
John Corcoran	Bram Nauta	Zhijhua Wang
Jan Cranickx	Shanthi Pavan	Alice Wang
Terri Fiez	Behzad Razavi	Patrick Yue
Wanda Gass	Stefan Rusu	
Pavan Hanumolu	Ali Sheikholeslami	

Voting Members Absent

None

Non-Voting Members Present

Bryan Ackland	Bruce Hecht	Alwin Locke
Emre Aryanci	Payan Heydari	Tom Lee
Jake Baker	Dave Hodges	Sharian Mirabashi
Anantha Chandrakasan	Makoto Ikeda	Ken O
Franz Dielacher	Dick Jaeger	Aarno Parsinen
Christian Enz	Rakesh Kumar	Ian Young

Non-Voting Members Absent

Ramesh Harjani	Vivek Tiwari	Bruce Wooley
Willy Sansen	Jeffrey Walling	Darrin Young
Lew Terman		

IEEE Office Staff present

Mike Kelly	Lauren Caruso	Abira Sengupta
Alicia Thomaszewski		

1. OPENING OF ADCOM MEETING

Jan van der Spiegel

SSCS President Jan van der Spiegel opened the meeting (13:18) and welcomed all present to the AdCom meeting.

2. PRESIDENT'S WELCOME

Jan van der Spiegel

President van der Spiegel highlighted the successes of the previous year. He emphasized the role of IEEE staff as well as the volunteers to achieve these successes. Next President van der Spiegel provided an overview of the new programs and services for 2017.

President van der Spiegel introduced the newly elected AdCom members: Mr. Jan Cranickx, Mrs. Terri Fiez, Mr. Tadahiro Kuroda, Mrs. Ingrid Verbauwheide, and Mrs. Alice Wang. He mentioned that Mrs. Alice Wang is taking over from Mrs. Wanda Gass as the chair of the Women in Circuits (WiC) initiative. Mrs. Ingrid Verbauwheide has agreed to be the SSCS rep on the IEEE's Women in Engineering (WIE) group. He also announced that Mrs. Wanda Gass has accepted the position of SSCS treasurer.

Next, the President thanked a number of AdCom members that were leaving AdCom: Ken O (Meetings Chair), Shekhar Borkar (Treasurer). Both members received a plaque. These were followed by the Members at Large: Stefan Ruso, Bram Nauta, Peter Kinget (not present), Jake Baker (not present), Darrin Young (not present), Franz Dielacher and Mike Beunder. These members were presented with a certificate.

Mike Flynn (not present), Mike Perott and Wanda Gass also received certificates for their contributions while being in their different elected positions.

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3. AGENDA

Jan van der Spiegel

President van der Spiegel presented the agenda for the meeting. No changes were proposed to the agenda. The agenda was accepted.

Motion 1: Motion to approve the agenda forwarded by President van der Spiegel. The motion **passed**.

4. PRIOR MEETING MINUTES

Mike Beunder

Mr. Beunder forwarded the motion to approve the minutes of the last AdCom meeting. The motion was seconded by President van der Spiegel.

Motion 2: To approve the meeting minutes of the AdCom meeting of September 11th, 2016 (DRAFTAdComMinutesSeptember2016Switzerland.pdf). Presented by Mike Beunder, seconded by Jan van der Spiegel. The motion **passed**.

File: DRAFTAdComMinutesSeptember2016Switzerland.pdf

5. TREASURER'S REPORT

Wanda Gass

Mrs. Gass presented the financial performance based on the available numbers ending November 2016 (December 2016 numbers were not yet available). Mrs. Gass also covered the dashboard (WIP) which today covers the key financials for SSCS. Next the budget for 2017 was presented. Finally it was mentioned that the SSCS reserves have dropped by almost 300K due to IEEE organizational impact (use for acquisition and underperforming investments).

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6. SSCS STRATEGIC PLANNING

Bram Nauta

Mr. Nauta covered his new role as the strategic planner for SCS, taking over from Mr. Mike Beunder. Next Mr. Nauta covered the basics of the plan as well as the inner workings of the system. In particular the role of the different chairs and the support they need in fulfilling the strategic goals. He stressed the fact that the guardians' role should focus on supporting the different committee chairs as these are the people doing the actual work.

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7. PUBLICATIONS COMMITTEE

John Long

Mr. John Long presented the status on the different publications. Covered were the Solid-State Circuits Letters (L-SSC) which will be electronic only. Launch will be mid-2018. Two decision points have been set in between this AdCom and the launch.

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7. MAGAZINE ADVISORY COMMITTEE

Rakesh Kumar

Mr. Kumar presented the status on the Solid-State Circuits Magazine. Download statistics are good. Next Mr. Kumar covered the 2017 feature status. Jake's efforts as an editor were praised as were his commitment for another two year period.

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8. JSSC EIC REPORT

Jan Cranickx

Mr. Cranickx covered the basic statistics behind the JSSC journal. Specific focus on the downloads (Xplore). Also covered were the (6) special issues driven by the different conferences SCS sponsors. Finally Mr. Cranickx mentioned that the committee would like to slightly increase the number of solicited papers for special issues (A-SSCC and RFIC). Also mentioned was that the number of Browzine users is very low (200 downloads/month). A brief discussion focused on the financial impact of the lack of uptake on Browzine. Equally it was determined that the short papers miss their target with respect to the turnaround time (turnaround time is similar to regular papers).

MOTION 3: Mr Cranickx presented the motion to set the 2018 JSSC page budget to 3,500. The motion was forwarded by John Long. The motion **passed**.

ACTION ITEM 1: To determine if Browzine views are identical to downloads. It is unclear how statistics are interpreted (Owner: Abira Sengupta)

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9. JXCDC REPORT

Ian Young

Mr. Young covered highlights and lowlights of the magazine since its appearance (2014). The number of downloads, the fast time to publication, the quality of the reviews and the number of citations were covered as highlights but the number of submissions (and hence the number of published papers) was below expectations. Acceptance ratio is at around 50%. Time from submission to review was 1.1 month and from review to final decision around 2.5 months. The number of papers published in 2015 was 12 but in 2016 only 7 papers. Papers are not generating revenue from downloads as they are open access. Accepted papers require a payment from the authors. Sponsorship is thru 8 societies. The year 2015 generated a loss of \$8.2K (of which \$5.5K falls on the books of SCS). Plan is to increase the number of paper submissions by improved solicitation to ensure that the revenue improves.

=====PICTURE + COFFEE BREAK=====

10. MEETINGS COMMITTEE REPORT

Bill Bowhill

Mr. Bowhill (15:10) covered the different conferences, starting with CICC 2017. It is scheduled for April 30th – May 3rd, 2017. It is located in Austin. For the year 2018 it will be located in San Diego. Paper submissions were up against 2015 (last time the CICC took place). Poster sessions have been eliminated for 2017.

Next the VLSI Circuits & Systems and VLSI Technology conferences were covered. Focus for the conferences is to improve the financials. Unfortunate for 2017 is the (unintended) overlap with the RFIC Conference. Also for the first time, both conferences (Circuits & Systems and Technology) are completely overlapping.

ESSCIRC was covered next. For the year 2016 ESSCIRC did well with a slightly lower attendance as compared to the year before.

A-SSCC for 2016 was located in Japan. It was well attended. An interesting statistic demonstrated the link between authors submitting to A-SSCC and ISSCC. The 2017 conference is located in Seoul, Korea.

Concluding the meetings review, Mr. Bowhill showed the compiled statistics for all conferences for the year 2016/2017 with their key characteristics (budget, attendance, submitted papers, industry versus academia, etc.).

In addition Mr. Bowhill covered the 2020 strategic objectives. Specifically covered was the need for a joint infra-structure. Focus on low hanging first to establish a good basis for cooperation and identifying collaboration opportunities.

Motion 5: To advance \$600K to ISSCC for 2018. The motion was forwarded by Mr. Bowhill. The motion passed

Motion 6: To renew the 5 year MOU Technical co-sponsorship for RFIC. The motion was forwarded by Mr. Bowhill. The motion passed.

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11. ISSCC

Anantha Chandrakasan

Mr. Chandrakasan covered the ISSCC. About 10 attendees required refund due to travel issues. Estimated attendance for the 2017 conference looks at around 2940 (similar to 2016). A surplus of \$290K is expected, similar to last year. Demonstration sessions are going well. Electronic voting (through Survey Monkey) is being considered.

Next Mr. Chandrakasan covered the trends visible through the conference program. A short discussion around the double blind review took place, where Mr. Chandrakasan confirmed that the system functioned as expected with only a few complaints. The refresh of the sub-committees was also covered, in particular in relationship to the paper review process. Mr. Chandrakasan praised the efforts of Boris Murmann in getting the system to work.

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12. MEMBERSHIP COMMITTEE REPORT

Patrick Yue

Mr. Yue presented the highlights of the membership developments. The overall IEEE membership showed a slight growth of 0.5%. More important, IEEE student membership was increasing (+3.6%). A regional dissection shows that all regions are in fact shrinking with the

exception of region 10 (Far East) which shows a very strong growth. For the SCS specific we see a growth of around 1.7%. More importantly we see a 36% (!) growth in student membership. Other factoids were (1) around 60% of our membership is from industry which is different from the other societies; (2) we have a very small number of fellows compared to other societies.

The student t-shirt contest was covered as well, including the resulting t-shirt of which 500 will be distributed to attending student members.

Next the puzzle project was covered, now looking at a mobile app implementation (instead of the low-tech normal carton-type puzzle implementation). Mr. Yue stressed the fact that the competitive element in such projects is very important. Subsequently the circuit design contest was covered. The contest is on track with excellent support from a number of key contributors including Behzad Razavi. Further activities (including conferences and recognition of student member leaders) to drive membership were covered. Also the drive to increase the number of Senior Members and Fellows was discussed. Next Mr. Yue focused on the development of membership in Mainland China.

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13. YOUNG PROFESSIONALS (YP) COUNCIL REPORT

Emre Ayranci

Mr. Ayranci provided an overview of the YP program. The YP Council has now five members including Mr. Ayranci. At the A-SSCC approximately 2/3 of the YP members showed up at the mentoring event. Feedback from young members was very positive, in particular on the approachability of the senior members and the ability to discuss a wide range of topics, of interest to their career development.

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14. 5G INITIATIVE

Aarno Parssinen

Mr. Parssinen updated the AdCom on the new 5G initiative launched by IEEE. The first step of the team has been to reposition the group to track everything from 5G upwards, making it a more continuous effort. The IEEE has created a portal to combine the efforts from the different societies into one "window". Industry is very strongly and deeply involved in 5G which makes it also difficult for the IEEE to find its proper role. A number of different working groups have been established which were covered by Mr. Parssinen. Current focus is on completing a roadmap document which is linked to a wider range of roadmaps which relate to adjacent fields such as silicon, packaging, etc.

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15. EDUCATION/DL PROGRAM

Ali Sheikholeslami

Mr. Sheikholeslami gave an overview of the activities of the committee. He covered in more detail the DL Program (activities in 2016) and the top contributors to the DL program. One of the key steps in the DL program was to establish a set of formal guidelines regulating the nomination process. These guidelines are now also published on the SCS web site. The list of DLs for 2017 was presented.

Next the webinars that took place in 2016 were covered. Attendees now can also get a certificate when attending a webinar. The program has added three representatives for each of the regions as well as Michael Perrot as an advisor.

Subsequently the format for the video seminars were covered by Mr. Behzad Razavi. This was followed by the circuit contest status and work-in-progress. Three contest categories have been identified (undergraduate, graduate and faculty/industry).

Subsequently Mr. Sheikholeslami presented the new budget for 2018.

MOTION 7: Mr. Sheikholeslami forwarded the motion to request the annual budget for 2018 for the Educational/DL Program to be at \$126K. The motion is passed.

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16. CHAPTERS COMMITTEE

Stefan Rusu

Mr. Rusu provided an update on the chapters activities. After covering the basic mission of the committee, Mr. Rusu presented the developments on the number of chapters (4 eliminated due to lack of activity). One of the main goals for the Chapters Committee is to increase the quality and the number of student members and specifically student chapters.

MOTION 8: Mr. Rusu forwarded the motion to request an annual budget for Chapters Support for 2018 at \$120K (identical to 2017). The motion is passed.

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17. AWARDS

John Corcoran

Mr. Corcoran reviewed the progress regarding the SSCS Fellow nominations. There are 5 new nominations for 2017. There are a dozen of SSCS members which have been elevated to Fellow by other societies. Mr. Corcoran mentioned again that some level of additional support should be given to raise the number of (successful) applicants. There were 21 SSCS Predoctoral achievement awards handed out (up from 19 last year).

MOTION 9: Mr. Corcoran forwarded the motion to request an annual budget for Awards program for 2018 to increase from \$40K to \$50K. The motion is approved.

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18. WOMEN IN ENGINEERING

Alice Wang

Mrs. Wang covered the goals of WiC. She covered the basic SSCS statistics which shows around 4.3% of the SSCS members being women. The first trend (2009 to 2017: 368 to 440) is that the absolute number is going up. However, percentage wise it is decreasing. Focus now on student members and the ability to keep them onboard after graduation.

Mr. Kumar suggested that the WIE Committee does some benchmarking to compare the SSCS against a few other relevant societies. This was agreed upon by Mrs. Wang.

Mrs. Wang covered the accomplishments during 2016 which includes networking lunches, surveys and standing communications with other society's sub-committees focusing on the same topic.

Next Mrs. Wang covered the plans for 2017 which included the activities at the different conferences as well as attending the WIE International Leadership Conference. In addition there will be a drive to have women participate in all SSCS committees.

Last, the 2017 budget was covered (set at \$9,000). Based on the importance of this program, the budget for 2018 should be increased.

MOTION 10: Mrs. Wang forwarded a motion to approve the budget for the Women in Circuits Program for 2018 to be at \$12K. The motion was approved.

ACTION ITEM 2: WiC Committee to provide benchmark data against other societies (Mrs. Wang)

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19. IoT INITIATIVE

Andreaia Cathelin

Mrs. Cathelin covered the developments around the IoT activities within IEEE. There are four societies in the lead and 14 societies in a supportive role (including SSCS). Inside SSCS a working group has been created to support the IoT initiative. This working group counts 5 members and has just started. Next meeting more progress will be reported.

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20. FINANCIAL IMPLICATIONS OF THIS MEETING

Wanda Gass

A brief discussion centered on how the reporting should be done: specify the deltas with respect to the budget of 2017 or specify the full numbers. There is a template that in future needs to be used by all who request budget to properly fill-out and submit to Wanda BEFORE the AdCom meeting takes place. This will allow Mrs. Gass to accurately track requests and determine the deltas as part of the AdCom meeting.

As the discussion continued, it was remarked by Mr. Kelly that three other motions should be voted on to ensure a complete list of approved budget items for the upcoming IEEE budget process.

MOTION 11: The motion to establish the Student Enrollment Growth Initiative at a budget level of \$50K. The motion was forwarded by Jan van der Spiegel. The motion passed.

MOTION 12: The motion to establish the Rejuvenation/Multi-lingual Initiative at a budget level of \$30K. The motion was forwarded by John Long. The motion passed.

MOTION 13: The motion to establish the Society fund at a budget level of \$25K (to support the recognition program). The motion was forwarded by John Corcoran. The motion passed.

ACTION ITEM 3: Mr. Mike Kelly to distribute again the template for budget requests to ensure that Mrs. Wanda Gass can make an accurate compilation of the budget requests (all budget holders).

21. DISCUSSION

All

A discussion took place focused on the travel ban for citizens of a selected number of countries. There was vocal resistance to the "weak" positioning statement of the IEEE President. A large number of societies have taken a much stronger position with respect to the position of the US government.

ACTION ITEM 4: Mr. Jan van der Spiegel, Ali, Andrea, Bill and Bram will write an official SSCS positioning statement on the immigration stop announced by the US Government

22. ADJOURN

Jan van der Spiegel

The meeting was adjourned at 17:56.

Motion 14: To adjourn the AdCom meeting of February 5th, 2017. Presented by Mr. Jan van der Spiegel, seconded by Mr. Bram Nauta. The motion passed (at 17:56).