IEEE Solid-State Circuits Society

Administrative Committee

12 August 2013

 Boston Marriott Cambridge, 50 Broadway, Cambridge, MA

Notice for next meeting:
The AdCom will meet on Sunday, 9 February, 2014 at the San Francisco Marriott Marquis Hotel in San Francisco, CA.

**MINUTES**

**PART A: SUMMARY OF MOTIONS**

*Motion* 1: To approve the minutes of the AdCom meeting in February 2013.  The motion passed.
 *Motion* 2: To add $15K to the DL Program budget to cover regular talks and second tour to South America between now and December. The motion passed.

*Motion* 3:  To approve Jan Van der Spiegel as Vice President, 2014-2016. The motion passed.

*Motion* 4: To continue to sponsor the SSC-ISSCC member rewards program annually. The motion passed.
 *Motion* 5:  To advance $50K for the Symposium on VLSI Circuits for 2014.  The motion passed.
 *Motion* 6:  To advance $60K for CICC for 2014.  The motion passed.
 *Motion 7:* To establish the infrastructure for converting the SSCS Magazine feature article submission process to ScholarOne: $12K for 2014, plus $6K for 2015-2016. The motion passed.

*Motion 8:* To implement an electronic “flipbook” format for the SSCS Magazine using $6K from the Society’s new initiatives fund. The motion passed.

**PART B: MEETING MINUTES**

  Meeting Attendance

a.) Voting members present

|  |  |  |
| --- | --- | --- |
| Jake BakerBill BidermannShekhar BorkarBernhard BoserTzi-Dar ChiuehJohn J. CorcoranFranz Dielacher  | Christian EnzMichael FlynnGlenn GulakHideto HidakaPeter KingetRakesh KumarH.S. Lee | Kofi MakinwaBoris MurmannBram NautaKen OMichael PerrottStefan RusuJan Van der Spiegel |

b.) Voting members absent

                   Tony Chan Carusone
                   Roland Thewes
                    Domine Leenaerts
                    Bill Redman-White
                    Arya Behzad
                    Tadahiro Kuroda
                    Tohru Furuyama
                    Trudy Stetzler

c.) Non-voting members present

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| --- | --- | --- |
| Bryan AcklandTom AndreAnantha Chandrakasan  | Bruce HechtMakoto IkedaDick JaegerMike KellyMary LanzerottiTom Lee | Un-Ku MoonKatherine OlsteinWilly SansenCharlie SodiniIan Young  |

 d.) Non-voting members absent

Elad Alon
Emre Ayranci
Mike Beunder
Eugenio Cantatore
Wanda Gass
Dave Hodges
Alvin Loke
Shahriar Mirabbasi
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. WELCOME AND INTRODUCTIONS Rakesh Kumar

The meeting was called to order by SSCS President Rakesh Kumar, who reported the addition of seven new chapters since the AdCom met in February, as well as pending petitions by groups in Indonesia and Chengdu, China and upcoming visits of his own to prospective chapters in Abu Dabi, Kenya, Egypt, and Czechoslovakia. Among notable membership activities during the first half of the year he also cited

* + Enhancing Member Value…Memberships INCREASING
	+ Member Discounts at SSCS conferences
	+ Women in Engineering Rep - Wanda Gass
	+ Student Memberships 100+, ~50% women

Goals for the AdCom during the remainder of 2013 were to increase the Society’s promotion of its ROI among existing members, build up SSCS student memberships, and fill vacant AdCom Secretary, Webinar Chair, and Magazine Advisory Chair positions. His slides are posted on the web (see link from the web agenda tool).

2. APPROVAL OF MINUTES Mike Kelly

Mike Kelly made a motion to approve the minutes for the last Adcom meeting:

*Motion* 1*:* To approve the minutes of the Adcom meeting of February 2012. The motion passed with 2 abstains.

3. TREASURER’S REPORT Harry Lee

Harry Lee gave an update on the financial status of the society, reporting a net surplus for 2012 of $825.8K, one-half million better than expected due, primarily to a “windfall” of $140K from India. The total operating surplus forecast for 2013, reflecting IEEE algorithm changes, is $165.5K. The total operating surplus forecast for 2014 is $141K. His slides are posted on the web (see link from the web agenda tool).

Given the “healthy” reserve-to-expense status of the Society at this time (shown in slide 7), President Kumar sought to galvanize the group in the room by saying “we have the luxury to spend money on expenses that benefit membership. Let’s come forward with worthwhile projects.”

4. MEMBERSHIP COMMITTEE Tzi-Dar Chiueh

Tzi-Dar Chieuh reported that SSCS membership has grown for the first time in the past decade. His slides are posted on the web (see link from the web agenda tool)

5. DISTINGUISHED LECTURER PROGRAM REPORT Tzi-Dar Chiueh

Speaking on behalf of DL Chair Domine Leenaerts, Tzi-Dar Chiueh reported over 60 lectures given or scheduled for 2013, including two tours to Eastern Europe and South America. Dr. Leenaert’s slides are posted on the web (see link from the web agenda tool).

*Motion 2:* Distinguished Lecture budget request of an additional $15K for the remainder of 2013. The motion passed with 3 abstains.

6. CHAPTERS COMMITTEE REPORT Jan van der Spiegel

Jan van der Spiegel reported on chapter status and activities. His slides are posted on the web (see link from the web agenda tool).

*Motion 3:* To approve Jan Van der Spiegel as Vice President, 2014-2016. The motion passed unanimously.

7. MEETINGS COMMITTEE REPORT Ken O

Ken O. presented performance metrics for SSCS conferences. His slides are posted on the web (see link from the web agenda tool). Recommendations were to

* Work with chapters to better ensure that chapter-sponsored meetings properly serve the community in terms of quality; discussions on-going.
* Continue ISSCC Starbucks Card Program, «a hit, » and expand it to all 4 sponsored conferences
* Continue using SSCS email list for publicity as it seems to be effective ;
* Continue ISSCC-ASSCC Student Travel Grant Program and expand to CICC (In 2013, VLSI : 2, A-SSCS: 4, ISSCC: 17)
1. ISSCC REPORT Anantha Chandrakasan

Anantha Chandrakasan reported a surplus of $318K for ISSSCC 2013 and an attendance of 3,036, of whom only 700 were not members of SSCS. Plans for ISSCC 2014 include a new Advance Program DVD download costing $20 in place of the printed Advance Program that was mailed in the past. He also mentioned an exploratory program to create 10 video MOOCs to be posted as tutorials 1-2 months in advance of the meeting. His slides are posted on the web (see link from the web agenda tool).

*Motion* 4: To continue to sponsor the SSC-ISSCC member rewards program annually. The motion passed with 2 abstains.

1. CICC Tom Andre

Tom Andre reported on the CICC. His slides are posted on the web (see link from the web agenda tool).

1. VLSI Circuits Symposium Charlie Sodini

Charlie Sodini reported on the VLSI Symposia. His slides are posted on the web (see link from the web agenda tool).

1. A-SSCC Makoto Ikeda

Makoto Ikeda reported on the A-SSCC. His slides are posted on the web (see link from the web agenda tool).
 *Motion* 5:  To advance $50K for the Symposium on VLSI Circuits for 2014.  The motion passed with 1 abstain.
 *Motion* 6:  To advance $60K for CICC for 2014.  The motion passed.

8. CEDA Bryan Ackland

Bryan Ackland reported on the Council for Electronic Data Automation (CEDA). His slides are posted on the web (see link from the web agenda tool).

9. PUBLICATIONS COMMITTEE REPORT Glenn Gulak

Glenn Gulak reported on the RFIC Virtual Journal and introduced presenters for the JSSC, SSCS Magazine, and Journal on Exploratory Solid-State Computational Devices and Circuits (xCDC).

A. JSSC Report Un-Ku Moon

Un-Ku Moon gave an update on the Journal of Solid-State Circuits, especially its recent migration to ScholarOne. His slides are posted on the web (see link from the web agenda tool). Mike Flynn succeeded him as Editor-in-Chief as of August 1.

B. Magazine Advisory Board Richard Jaeger

Richard Jaeger reported that. The Magazine Advisory Board in a meeting the day before had elected Ali Sheikholeslami of U Toronto to be Associate Editor, contributing circuits columns. ISSCC ‘s liaison to the magazine for 2014-2016 is Siva Narendra. Magazine slides are posted on the web (see link from the web agenda tool).

*Motion 7:* To establish the infrastructure for converting the SSCS Magazine feature article submission process to ScholarOne: $12K for 2014, plus $6K for 2015-2016. The motion passed with 1 abstain.

*Motion 8:* To implement an electronic “flipbook” format for the SSCS Magazine using $6K from the Society’s new initiatives fund. The motion passed with 1 abstain.

C. RFIC Virtual Journal Glenn Gulak

Glenn Gulak reported on forthcoming issues of the RFIC Virtual Journal. His slides are posted on the web (see link from the web agenda tool).

D. EES-CDC Report Ian Young

In remarks on the IEEE Exploratory Solid-State Computation Devices and Circuits open access topical journal (xCDC), which recently passed Phase 2 review by the IEEE Periodicals Committee, Ian Young noted that the monthly, electronic-only publication is expected to launch next year. His slides are posted on the web (see link from the web agenda tool).

10. Awards John Corcoran

John Corcoran reported on Awards committee activities, especially the record 27 Fellow nominations received for 2015. In 2014, up to 8 Predoctoral Achievement Awards will be granted using a previously approved budget of $25K. His slides are posted on the web (see link from the web agenda tool).

11. INTRODUCTION TO COUNCILS Rakesh Kumar

The following technology councils were introduced by SSCS President Rakesh Kumar.

1. Biometrics Council Bruce Hecht

Bruce Hecht reported on the Biometrics Council. His slides are posted on the web (see link from the web agenda tool). The AdCom will continue to support the Council at $2K/year.

After his remarks on the activities of the IEEE Life Science Initiative, the AdCom asked that he reintroduce his motion for SSCS support as a founding member at the AdCom February 2014 meeting in view of the undetermined status of the IEEE funding model at this time. His slide set is posted on the web (see link from the web agenda tool).

12. Strategic Goals Bill Bidermann

Bill Bidermann reviewed the status of the strategic goals identified at the February 2013 meeting, reporting that the main area still needing attention is social involvement, especially regarding students (slides 3-4, bottom rows). Possible new goals were: a follow-up to the 100-student recruitment drive of spring 2013 as well as a number of suggestions compiled by M. Perrott and T-D. Chiueh (slide 6). His slide set is posted on the web (see link from the web agenda tool).

During a discussion following his formal presentation, ED Mike Kelly recommended that the suggestions in slide 6, and others from other contexts, be reviewed and ranked to select and implement the three most promising.

He said a student-oriented tactic for the AdCom to consider is “Speed Counseling,” where students and AdCom members pair up for 1-hour advice sessions.

A tactic for gauging members’ views about the Society suggested by Glenn Gulak was for a focus group dinner with about 16 most-published authors from SSCS’s four technically sponsored conferences.

13. Nominations Committee Bernhard Boser

Bernhard Boser reported on the nominations committee activities. 1His slides are posted on the web (see link from the web agenda tool).

14. FINANCIAL IMPLICATIONS OF THIS MEETINGS ACTIONS Harry Lee

Harry Lee summarized the budget implications of decisions made.

The approved motions that have financial implications are:

2013:

* added 15K for DL Program, to offer second Tour

2014 and following:

* Magazine ScholarOne budget: 12k in 2014, +6k/yr afterwards
* Membership Award Program at ISSCC: 20k/yr

New chapter initiatives +6K

New student membership 5K

15. NEW BUSINESS (none)

16. ADJOURN Rakesh Kumar

The meeting was adjourned at 5:30PM

Submitted by

Katherine Olstein

Senior Administrator