

**IEEE Solid-State Circuits Society
Administrative Committee Virtual Meeting
Minutes**

Tuesday and Wednesday, September 29 and 30, 2020

ATTENDEES:

VOTING MEMBERS PRESENT:

Kenneth O	Vivek De
John Long	Makoto Ikeda
Emre Ayranci	Alvin Loke
Wanda Gass	Makoto Nagata
Bram Nauta	Patrick Yue
Edith Beigne	Stefan Rusu
Daniel Friedman	Ali Sheikholeslami
Payam Heydari	John Corcoran
Eugenio Cantatore	Bill Bowhill
Kofi Makinwa	Jan Van der Spiegel
Dennis Sylvester	Peter Lian
Kathryn Wilcox	Woogeun Rhee
Andreia Cathelin	

VOTING MEMBERS ABSENT:

Azita Emami	Alison Burdett
Vivienne Sze	

NON-VOTING MEMBERS PRESENT:

Boris Murmann	Dick Jaeger
Bryan Ackland	Pavan Hanmolu
Vivek Tiwari	Rakesh Kumar
Wai Lee	Behzad Razavi
Bruce Hecht	Zeynep Lulec
Hua Wang	Hideto Hidaka
Jeffrey Walling	Jan Craninckx
Jake Baker	Ramin Poorfard
	Aaron Parssinen

NON-VOTING MEMBERS ABSENT:

Wai Lee	Azad Naeemi
Ian Young	

GUESTS:

Hoi-Jun Yoo
Christopher Antoine
Tom Lee
Willie Sansen
Dave Hodges
Lew Terman
Bruce Wooley
Bill Bidermann

Christian Enz
Stephen Kosonocky
Phillip Wong
Alice Wang
Terrence Martinez
Don Draper
Terri Fiez
Elie Track

STAFF:

Adam Greenberg
Danielle Marinese
Lauren Caruso

Kelsey Rodriguez
Mike Kelly

SUMMARY OF MOTIONS

MOTION 1: To approve the Meeting Agenda. The motion was made by Kenneth O. **Motion Passed By Unanimous Consent.**

MOTION 2: To approve the meeting minutes of the previous AdCom Meeting held February 2020. The motion was made by Kenneth O. **Motion Passed By Unanimous Consent.**

MOTION 3: To approve the SSCS 2021 Budget with \$115k Net. The motion was made by Wanda Gass with a second by Dennis Sylvester. **Motion Passed.**

MOTION 4: To approve \$10K for CICC to reduce the cost of registration for all students. The motion was made by Hua Wang with a second by Bill Bowhill. **Motion Passed.**

MOTION 5: To approve the appointment of Terri Fiez as the SSCS Treasurer. The motion was made by Kenneth O with a second by Jan Van der Spiegel. **Motion Passed By Unanimous Consent.**

MOTION 6: To approve the appointment of Shanthy Pavan as the SSCS VP of Publications. The motion was made by Kenneth O with a second by Bram Nauta. **Motion Passed By Unanimous Consent.**

MOTION 7: To adjourn the meeting. The motion was made by Kenneth O. **Motion Passed By Unanimous Consent.**

SUMMARY OF ACTION ITEMS

ACTION ITEM 1: Kenneth O to create an Ad-Hoc committee to address diversity issues in the society.

ACTION ITEM 2: Kenneth O to create an Ad-Hoc committee to determine next steps for the Open Journal of Solid-State Circuits (O-JSSC.)

ACTION ITEM 3: Kenneth O to investigate creating an Ad-Hoc committee to explore the membership options available to SSCS.

MEETING NOTES

Tuesday, 29 September:

09:00 Procedural- Emre Ayranci (Explanation and Testing of Process)

- Emre and Adam explained the new online AdCom format.
- For further details beyond the meeting notes, all presentations can be found at the link below:
<https://tawapps.ieee.org/mpt/Uploads/3/Agenda.aspx?eid=16678>

09:10 Procedural - Emre Ayranci (Roll Call)

- A quorum was present.

09:15 Procedural - Kenneth O (President's Welcome)

- Ken informed the AdCom on John Long's medical leave.
- Ken and AdCom thanked Mike Kelly for all he did for the Society as Executive Director, and presented him with a plaque.
- We have several new members of the Executive Staff: Adam Greenberg, Danielle Marinese, and Kelsey Rodriguez.
- Wanda Gass will step down from the Treasurer position after the AdCom. Wanda was presented with a plaque to thank her for her good work.
- Terri Fiez is recommended as the new SSCS Treasurer.
- Shanthi Pavan is recommended as the new SSCS VP of Publications.
- Earl McCune, SSCS rep to Future networks and Sustainable ICT passed away.
- SSCS YP received Hall of Fame Award.
- YP committee started the online mentoring program and webinars for young excellence.
- Ken mentioned the challenges we faced as society.

MOTION 1: Approve Agenda. The motion was made by Kenneth O. **Motion Passed By Unanimous Consent.**

MOTION 2: Approval of Winter 2020 AdCom Meeting Minutes. The motion was made by Kenneth O. **Motion Passed By Unanimous Consent.**

09:35 Treasurer's Report - Wanda Gass

- Wanda presented our revenue by functions as membership, periodicals and conferences.
- Conference revenue in 2021 is expected to reduce due to online or hybrid conferences, especially ISSCC.
- Wanda presented our SSCS expenses by function as periodicals, conferences, IEEE Admin, Exec office and Committees.
- Conference expenses are expected to be lower as well due to online conferences.

MOTION 3: Motion to approve SSCS 2021 Budget with \$115k net. The motion was made by Wanda Gass and seconded by Dennis Sylvester. **Motion Passed.**

09:45 **Conferences Committee Report - Bill Bowhill**

- Details of the committee's pre-AdCom meeting will be shared by email.
- Conferences starting to plan for return to physical format in 2021.
 - Hybrid appears attractive, but needs careful thought on structure of registration fees.
- Attendance is generally higher in virtual events.
 - CICC refunded student registrations.

MOTION 4: Approve \$10K for CICC to reduce the cost of registration for all students. The motion was made by Hua Wang and seconded by Bill Bowhill. **Motion Passed.**

10:00 **Publications Committee Report - Bram Nauta**

- Bram presented on behalf of John Long
- JSSC is operating smoothly and all stats are normal
 - New admin is Danielle Marinese
- SSCS-L EIC is currently Behzad Razavi and search for new EIC has started.
- Azad Naeemi is the new EIC of JxCDC.
- RF Virtual Journal is running well with four issues for 2020.
 - Need to find a new EIC and advertise RF VJ more.
- O-JSSC received only one valid submission so far. Plan-S has been delayed, so expect papers to come well after January 2022. Need to find a new EIC and discuss short term future of O-JSSC with an Ad hoc committee.
- Leo Belostotski has started as new EIC of SSC Magazine after Jake Baker.
 - Considering electronic subscription option

10:15 **Education Committee Report - Ali Sheikholeslami**

- Alvin Loke is the webinar program chair. It is going successfully with monthly webinars including webinar for young excellence together with YP Committee.
- Daniel Freidman is the DL program chair. Distinguished Lectures ongoing successfully with virtual session.
- Antoni Liscidini is the circuit contest program chair. Responses from 44 countries, but not as many from Far East.
- CONFedu is on YouTube and we have 2190 subscribers in IEEE SSCS YouTube channel now. Considering monetizing YouTube page. Pieter Harpe is the program chair.
- Project Proposals: Video Primer by experts and graduate students.

10:30 **Membership Committee Report - Patrick Yue**

- 2.6% decrease in SSCS members in 2020 compared to 2019.
- IEEE membership decreased by 5.7% as of August.
- Membership Project Proposal 1: Capture IEEE members as SSCS members during conference registration.
- Membership Project Proposal 2: Diversity & Inclusion Initiative

10:45 **Procedural - Kenneth O (Recess)**

- The meeting recessed at 11:02 AM EDT until 9:00 AM EDT on 30 September, 2020.

Wednesday, 30 September:

09:00 **Procedural - Emre Ayranci (Explanation and Testing of Process)**

- Online AdCom meeting process was presented again to remind all AdCom members.

09:05 **Procedural - Emre Ayranci (Roll Call)**

- A quorum was present.
- Prior to the reports, two motions were presented:

MOTION 5: To approve the appointment of Terri Fiez as the SSCS Treasurer. The motion was made by Kenneth O with a second by Jan Van der Spiegel. **Motion Passed By Unanimous Consent.**

MOTION 6: To approve the appointment of Shanthi Pavan as the SSCS VP of Publications. The motion was made by Kenneth O with a second by Bram Nauta. **Motion Passed By Unanimous Consent.**

09:10 **Solid State Circuits Directions (SSCD) Report - Boris Murmann**

- Boris introduced committee members and is looking for more recommendations from under-represented groups for diversity.
- Kickoff meeting was in July 2020.
- There will be an inaugural SSCD workshop on December 7th. Hardware security was voted as the topic for the workshop.
- SSCD workshops will start by being co-located with SSCS conferences and will spin-off new conference and SSCS technical committees.
- Budget will be \$30,000 for cost of venues and logistical support

09:20 **Chapters Committee Report - Stefan Rusu**

- Chapter events have gone virtual as did many IEEE conferences.
- SSCS DL supports virtual presentations at multiple sites.
- SSCS will support virtual-platform licenses for these events.

- Would like to establish two new student chapters per year

09:30 Nomination Committee Report - Bram Nauta

- Bram presented the nomination committee and the new slate for AdCom.
- New slate focuses on diversity, to be voted by November 2nd.

09:40 Awards Committee Report- John Corcoran

- New SSCS FEC Chair and Members must be appointed by SSCS president by Jan 31st.
- John reviewed the SSCS awards and committees.
- Due to low nomination numbers for some awards, the deadline for nominations will be extended to October 15 for all awards.

09:50 Young Professionals Report - Zeynep Lulec

- Zeynep presented the committee members.
- Micro-mentoring session was held in person at ISSCC and broadcast on IEEE TV.
- First online mentoring session was held during VLSI 2020 in collaboration with EDS.
- Online mentoring platform launched in Spring 2020 with 76 mentors and 107 mentees.
- Webinars for Young Excellence was launched on May 2020 in collaboration with Webinars committee.

10:00 Women In Circuits Report - Kathryn Wilcox

- Kathy reviewed the Rising Stars event, which took place at ISSCC 2020.
- In ISSCC 2021, there will be a Sunday evening session on ICs in Pandemics.
- New project: Empowered Salary Negotiations, will be a virtual event.

10:10 Councils, Committees, and Initiatives Briefing - Kenneth O

- Ken reviewed SSCS's participation in five councils: Electronic Design Automation, Sensors, RFID, Biometrics, and Nanotechnology
- Ken recommended SSCS join the IoT committee with a disbursement of funds totaling \$2,000 in 2021 and \$1,000 in 2022. No objections were raised; Ramin Poorfard was identified as the SSCS champion for IoT.

10:20 Summary of Projects for Next Year - Wanda Gass

- Wanda presented SSCS financials.
- There are 11 proposed projects for 2021.

- .Proposals for 2022 projects should come from our strategic plan and February AdCom meeting.
- Bill Bowhill presented the project proposal for society tracking (online DB) for FSC/TCS conference data.
- Project requestors summarized the project proposals that they already showed during their AdCom presentations.
- Terri Fiez presented new projects on media plan and online presence.
- Staff will send AdCom voting members a Smartsheet that will be used to rank each project.

10:35 **Strategic Plan Update - Kenneth O**

- Jan Van der Spiegel and Terri Fiez will lead the team that will develop the 2021-2025 Strategic Plan.
- Ken presented the achievements from the current strategic plan.

10:40 **Financial Implications of This Meeting - Wanda Gass**

- Wanda presented the financial implications of the meeting: A \$10K decrease in 2021 revenue due to the decrease in CICC “effective total” surplus caused by Motion 4, and a \$2K increase in 2021 expense due to joining the IOT initiative as a Participating Sponsor.

10:50 **Adjournment - Kenneth O**

MOTION 7: To adjourn the meeting. The motion was made by Kenneth O. **Motion Passed By Unanimous Consent**

- Meeting adjourned at 11:04 AM EDT.

MEETING AGENDA

09:00	SSCS AdCom	Info	Kenneth O	Meeting Logistics
09:00	SSCS AdCom	Procedural	Emre Ayranci	Explanation and testing of process
09:10	SSCS AdCom	Procedural	Emre Ayranci	Roll call
09:15	SSCS AdCom	Procedural	Kenneth O	President's welcome
09:25	SSCS AdCom	Motion	Kenneth O	Approve Agenda
09:30	SSCS AdCom	Motion	Kenneth O	Approval of Prior Meeting's Minutes
09:35	SSCS AdCom	Report	Wanda Gass	Treasurer's Report
09:45	SSCS AdCom	Report	Bill Bowhill	Conferences Committee
10:00	SSCS Pub Committee	Report	Bram Nauta	Publications Committee
10:15	SSCS AdCom	Report	Ali Sheikholeslami	Education Committee
10:30	SSCS Mem	Report	Patrick Yue	Membership Committee
10:45	SSCS AdCom	Procedural	Kenneth O	Recess Until 9AM EDT September 30, 2020
09:00	SSCS AdCom	Procedural	Emre Ayranci	Explanation and testing of process
09:05	SSCS AdCom	Procedural	Emre Ayranci	Roll Call
09:10	SSCS AdCom	Report	Boris Murmann	Solid State Circuits Directions (SSCD)
09:20	SSCS CC	Report	Stefan Rusu	Chapters Committee
09:30	SSCS NC	Report	Bram Nauta	Nomination Committee
09:40	SSCS AC	Report	John Corcoran	Awards Committee
09:50	SSCS AdCom	Report	Zeynep Lulec	Young Professionals

10:00	SSCS AdCom	Report	Kathryn Wilcox	Women In Circuits
10:10	SSCS AdCom	Discussion	Kenneth O	Councils, Committees, and Initiatives Briefing
10:20	SSCS AdCom	Discussion	Project Requestors	Summary of projects for next year
10:35	SSCS AdCom	Report	Kenneth O	Strategic Plan Update
10:40	SSCS AdCom	Report	Wanda Gass	Financial Implications of This Meeting
10:50	SSCS AdCom	Motion	Kenneth O	Adjournment