IEEE Solid-State Circuits Society
Administrative Committee

31 January 2016
Marriott Marquis Hotel, San Francisco, CA, USA

PART A: AGENDA

Sched	Presenter	Topic	Materials
noon	none	Lunch - (Club Room)	
1:00 PM	Jan van der Spiegel	President's Welcome	VanderSpiegel.PresidentsMessage.pptx
1:10 PM	Jan van der Spiegel	Approval agenda	
1:15 PM	Jan van der Spiegel	Approval of Prior Meeting's Minutes	draft adcom minutes - June 2015-kyoto.pdf
1:20 PM	Shekhar Borkar	Treasurer's Report	Borkar.Treasurer Report.Feb 2016 FINAL.pptx
1:30 PM	Mike Beunder	2016 -2020 Strategic Plan	6+7 Strategic Plan Beunder.pptx
1:40 PM	Mike Beunder	Strategic plan – Guardians reports	Reporting 1-CHAPTERS.pptx; Reporting 4-AWARDS.pptx; Reporting 5-CONFINFRA.pptx; Reporting 6-ORG.pptx
2:10 PM	Mike Beunder	Discussion	Strategic plan – General discussion
2:20 PM	John Long	Publications Committee	Long.Publications Committee.pptx; Flynn_JSSC_2016-02_AdCom_short.pptx; JXCDC - Jan 31st 2016 SSCS Adcom Update Meeting final.pptx; Design&Test.B.Hecht.pptx; VLSIsystems.Hidaka.pptx;
2:30 PM	Rakesh Kumar	Pub/Magazine Advisory Committee	Strategic_33851_1.pptx
2:40 PM	Mike Flynn	Pub/JSSC EIC Report	Flynn_JSSC_2016-02_AdCom_short.pptx
2:50 PM	Ken O	Meetings Committee Reports	Ken O.Meetings.pptx
3:05 PM	Anantha Chandrakasan	ISSCC	Anantha Chandrakasan.ISSCC 2016.pptx
3:15 PM	Jan van der Spiegel	Break	
3:30 PM	Patrick Yu	Membership Committee	Yue.Membership.Committee.morning.Feb.2016 v2.pptx
3:45 PM	Emre Aryanci	Young Professionals Council report	SSCS Young Professionals Mentoring Anouncement ISSCC2.pptx
3:55 PM	Domine Leenaerts	Distinguished Lecturer Program	Leenaerts.DL.Education.1.31.16.pptx; Perrott.webinar_overview_isscc_2016_perrott (2).pptx
4:05 PM	Stefan Rusu	Chapters Committee	Rusu.Chapters.Feb_2016.pptx
4:20 PM	Bill Bidermann	Nominations Committee	Nominations.Bidermann.pptx
4:30 PM	John Corcoran	Awards	Corcoran.Awards.1.31.16.pptx
4:45 PM	Wanda Gass	Women in Engineering	
4:55 PM	Roman Genov	IEEE Brain Initiative	SSCS_AdCom_Medical_Activities_Genov.pptx; Biometrics Council c3 & IEEE LSTC SSCS AdCom Jan 31 2016 (1).pptx; LSTCSSCS_34304_2.pptx
4:55 PM	Shekhar Borkar	Financial Implications of this Meeting	
5:00 PM	Jan van der Spiegel	Adjournment	

MINUTES
PART B: SUMMARY OF MOTIONS

Motion 1:   To approve the meeting minutes of the AdCom meeting of June 15th, 2015 (draft adcom minutes - June 2015-kyoto.pdf). Presented by Mike Beunder, seconded by Jan van der Spiegel. The motion **passed**.

Motion 2:   To accept Jan Crancinckx as the new editor of the Journal of Solid State Circuits. Presented by Michael Flynn. The motion **passed**.

Motion 3:   To accept the page budget of 3500 pages for 2017 budget round. Presented by MikeFlynn. The motion **passed**.

.

Motion 4:   To accept the page budgets for 2017 for the Solid State Circuits Magazine to 400 (unchanged from 2016). Presented by Rakesh Kumar. The motion **passed**.

Motion 5:   To approve an advance of $600K for the ISSCC 2017 conference. Presented by Ken O. The motion **passed**.

Motion 6:   To approve the renewal of the MOU with the HOTCHIPS conference for the period of 5 years. Presented by Ken O. The motion **passed**.

Motion 7:   To approve the renewal of the MOU with the Bipolar Circuits and Technology Meeting for a period of 5 years. Presented by Ken O. The motion **passed**.

Motion 8:   To approve the financial sponsoring of ESSCIRC. Presented by Ken O. The motion **passed**.

Motion 9:   To approve DL Program with $70K (increase of $10K). Presented by Patrick Yue (Ali). The motion **passed**.

Motion 10:   To approve Webinar $10K (Production/Travel). Presented by Patrick Yue (Mike). The motion **passed**.

Motion 11:   To approve the Women in Engineering (WiE) Task Force $5K. Presented by Patrick Yue (Ali). The motion **passed**.

Motion 12:   To approve a budget of $70K for the 2017 DL program. Presented by Domine Leenaerts. The motion **passed**.

Motion 13:   To approve an additional budget of $10K for subsidy of Chapter activities. Presented by Stefan Rusu. The motion **passed**.

Motion 14:   To adjourn the AdCom meeting of January 31st, 2016. Presented by Bill Bidermann, seconded by Rakesh Kumar. The motion passed (at 5:25PM).

PART C: MEETING MINUTES

Meeting Attendance

Voting members present

Bill Bidermann	Pavan Hanumola	Behzad Razavi
Mike Beunder	Hideto Hidaka	Stefan Rusu
Shekhar Borkar	Peter Kinget	Ali Sheikholeslami
Andreia Cathelin	John Long	Roland Thewes
Tzi-Dar Chiueh	Kofi Makinwa	Jan Van der Spiegel
John J. Corcoran	Ken O	Patrick Yue
Franz Dielacher	Shanthi Pavan	

Voting members absent

| Jake Baker | Andrei Vladimirescu | Zhiua Wang |

Non-voting members present

Bryan Ackland	Makoto Ikeda	Michael Perrott
Anantha Chandrakasan	Dick Jaeger	Bill Redman-White
Michael Flynn	Rakesh Kumar	Willy Sansen
Wanda Gass	Tadahiro Kuroda	Trudy Stetzler
Glenn Gulak	Tom Lee	Ian Young
Bruce Hecht	Domine Leenaerts	
Dave Hodges	Shahriar Mirabbasi	

Non-votings members absent

| Elad Alon | Lew Terman | Bruce Wooley |
| Ramesh Harjani | Vivek Tiwari | Darrin Young |

IEEE Office Staff present

| Mike Kelly | Lauren Caruso | Abira Sengupta |

1. OPENING OF ADCOM MEETING   Jan van der Spiegel

> SSCS President Jan van der Spiegel opened the meeting (13:00) and welcomed all present to the AdCom meeting. A roll call was held and it was determined that there was a voting quorum.

2. PRESIDENT'S WELCOME   Jan van der Spiegel

> President van der Spiegel thanked the outgoing AdCom members (Arya Behzad, Michael Perrot, Bill Redman-White, Trudy Stetzler) and presented them with a certificate. The outgoing chairs (Tzi-Dar Chiueh, Glenn Gulak and Domine Leenaerts) received a certificate from the President. New AdCom members are welcomed: Mike Beunder, Hideto Hidaka, Behzad Razavi, Ali Sheikholeslami and Zhihua Wang as well as the new committee chairs: John Long (Publications), Patrick Yue (Membership) and Ali Sheikholeslami (Education). Next the Executive Office is introduced. Abira Sengupta (responsible for the website, social media, magazine, Webinars), Lauren Caruso (DL program, Members, Conferences, Chapters and Financials) and Mike Kelly (Executive Director). Finally the past President, Bill Bidermann, is thanked for his contributions and accomplishments. President van der Spiegel goes through a number of improvements over the last 6 months including Browzine and the website. President van der Spiegel reports on the last TAB meeting with specific focus on the organizational structure and the financial performance.
>
> Next AdCom meeting will be co-located with the ESSCIRC in Lausanne (September 12-15, 2016).
>
> ***Slide set:*** *VanderSpiegel.PresidentsMessage.pptx*

3. AGENDA   Jan van der Spiegel

President van der Spiegel presented the agenda for the meeting and called for attention to the strategy presentation and discussion as one of the key items for this afternoon's meeting. No changes were proposed to the agenda.

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 1:   To approve the meeting minutes of the AdCom meeting of June 15th, 2015 (draft adcom minutes - June 2015-kyoto.pdf). Presented by Mike Beunder, seconded by Jan van der Spiegel. The motion **passed**.

File: draft adcom minutes - June 2015-kyoto.pdf

5. TREASURER'S REPORT   Shekhar Borkar

Mr. Borkar reported on the financial results of 2015 using the financial dashboard. Mr. Borkar notes that the Periodicals (165K minus) target is set by IEEE, not by SSCS. SSCS AdCom strategy is focused on increasing the services to our members thereby reducing our surplus. Mr. Borkar also highlights the budget rules regarding new programs/services and the need to establish these as part of the budget proposal before the yearly April deadline.

Slide set: Borkar.Treasurer Report.Feb 2016 FINAL.pptx

6. STRATEGIC PLAN 2016 - 2020   Mike Beunder

Mr. Beunder presented the execution phase of the strategic plan 2016 – 2020 with focus on the assignment of the guardians and their role in the execution. Mr. Beunder reported on the results of the meeting yesterday. Furthermore it was stressed that the actual work was only beginning and that all the members of the AdCom are needed to support this work. The infrastructure used for the execution phase must facilitate simple hand-over from one guardian to his/her successor.

Slide set: 6+7 Strategic Plan Beunder.pptx

7. GUARDIANS PRESENTATIONS

As the execution phase is just starting and some of the guardians have just been named, not all goal reports were available. However, all guardians (Stefan Rusu/#1 - Chapters, Ali Sheikholeslami/#2 – Education, Bram Nauta/#3 – Conferences & Workshops, Bill Bidermann/#4 – Awards, Bill Bowhill/#5 – Infrastructure and Mike Beunder/#6 – Organization) provided their vision with Bill Bowhill represented by Bill Bidermann.

Slide set: Reporting 1-CHAPTERS.pptx; Reporting 4-AWARDS.pptx; Reporting 5-CONFINFRA.pptx; Reporting 6-ORG.pptx

8. STRATEGY DISCUSSION   Mike Beunder

The AdCom was asked for further input and comments on the plan. Mr. van der Spiegel asked that a list be passed around where the AdCom members can sign up as part of one of the six guardians' teams to implement their goal. This list has been generated and will be distributed to the guardians for further follow-up. Furthermore it will be looked into how the sub-committee chairs can be connected to the guardian's discussions and reporting.

Docment: AdCom_Guardian_Teams_2016.docx

Mr. John Long introduced Mr. Flynn as the EIC to report on the status of the JSSC.

Mr. Flynn presented the JSSC's editor's report. Mr. Flynn presented Mr. Jan Craninckx as successor for the role of Editor in Chief of the Journal of Solid State Circuits. Median time ePub is now down to 148 days. Also reported on the deployment of Browzine, the eReader for the eJSSC. Mr. Flynn also covered the updated website and discussed the importance of presenting up to date information on the web site. Based on the current sentiments Mr. Flynn is also bringing back the JSSC "Short Papers". The short papers make for faster publication, attractive for industry and are a good alternative to conference publications.

Motion 2:   To accept Jan Crancinckx as the new editor of the Journal of Solid State Circuits. Presented by Michael Flynn. The motion **passed**.

Motion 3:   To accept the page budget of 3500 pages for 2017 budget round. Presented by MikeFlynn. The motion **passed**.

Slide set: *Flynn_JSSC_2016-02_AdCom_short.pptx*

Next Mr. Long invited Mr. Ian Young to present the status on the JXCDC journal. Mr. Young covered the submitted / Accepted / Rejected paper statistics as well as the specific page statistics and the citation profiles associated with these papers as a way to verify the quality of this new publication: 8 out of the 12 papers have a citation with is relatively unique as most publications take about a year to get the first citations. JXCDC upcoming special issues were discussed, also in the light of competing efforts by EDS, CAS and CS.

Slide set: *JXCDC - Jan 31st 2016 SSCS Adcom Update Meeting final.pptx*

Mr. Hideto Hidaka presented the Transactions on VLSI Systems editor's report. Mr. Hidaka covered the journal statistics from 2009 up to 2015.

Slide set: *VLSIsystems.Hidaka.pptx*

Mr. Bruce Hecht presented the Design & Test Magazine editor's report. New Editor in Chief (EIC) is coming on board: Joerg Henkel, replacing Andre Ivanov. The steering committee was covered. Over the last 5 years there has been some variability on the paper submissions for the magazine (and hence the page count). The magazine is running a loss over the last 4 years, the loss over 2016 is projected at $14K (down from $30K from the previous years). No strategy yet to turn this loss into a profit.

Slide set: *Design&Test.B.Hecht.pptx*

Mr. John Long presented the RFIC-VJ editor's report. Mr. Long covered the outstanding issues with the Journal. There is a review of these issues under way with IEEE staff. Reports little or no traction with IEEE to get the problems fixed. PRAC review was executed and the recommendations out of the review should stimulate more response from IEEE. New RL has been submitted for approval.

Slide set: *Long.Publications Committee.pptx*

10. MAGAZINE ADVISORY COMMITTEE REPORT   Rakesh Kumar

Mr. Kumar presented the Solid State Circuits Magazine editor's report. Mr. Kumar presented the past magazines (feature articles) as well as the schedule for 2016. Spring 2016 issues will be about memory and the Summer 2016 issue will be about ISSCC. Next de 2017 features are discussed.

Motion 4: To accept the page budgets for 2017 for the Solid State Circuits Magazine to 400 (unchanged from 2016). Presented by Rakesh Kumar. The motion **passed**.

Slide set: *Strategic_33851_1.pptx*

11. MEETINGS COMMITTEE REPORT   Ken O

Mr. O reported on the status of the different conference preparations.

Mr. Anantha Chandrakasan reported on the stats of ISSCC 2016. Digital is back; demonstration sessions are drawing a lot of interest: there are two evenings of demo sessions. A reduced attendance is noticed (short of 3000 attendees) for which the reason is unclear. Conference highlights are in Analog, Data converters, Digital Architectures and Systems, Imagers, Memory and RF. There is also a new ITPC Vice Chair: Alison Burdett. A discussion centered on too many academic papers (60%).

Action item: think about how to increase the number of industry papers. Mrs. Andreia Cathelin made the suggestion to look at the composition of the program sub-committees.

Slide set: Anantha Chandrakasan.ISSCC 2016.pptx

Mr. O reported on the Symposium on VLSI Circuits 2016. This year the Symposium is held in Hawaii in June. The conference committee has introduced a sponsored lunch on the last day of the conference to encourage people to stay. Paper submission numbers for Kyoto and Hawaii is pretty similar.

Mr. O reported on the CICC 2015. Total of 116 papers with an attendance of 281. Next conference is April 2017 (4/23-26) in Austin (no conference in 2016). Program will have more lectures with Ed Sessions on a separate date. Rules for the TPC have been changed to get more dynamics in the organization (limited terms for members). Number of subcommittees reduced from 11 to 7.

Mr. O reported on A-ISSCC 2015. Over time the paper statistics are in a downward trend. Attendance varies from location to location. Next meeting (2016) is in Toyama, Japan.

Mr. O also reported the statistics on the other co-sponsored conferences and zoomed in on the Hot Chips conference as an example where the majority of the papers are of industrial origin.

Mr. Willy Sansen presented the background behind the decision to change ESSCIRC into an IEEE financially sponsored conference.

Motion 5: To approve an advance of $600K for the ISSCC 2017 conference. Presented by Ken O. The motion **passed**.

Motion 6: To approve the renewal of the MOU with the HOTCHIPS conference for the period of 5 years. Presented by Ken O. The motion **passed**.

Motion 7: To approve the renewal of the MOU with the Bipolar Circuits and Technology Meeting for a period of 5 years. Presented by Ken O. The motion **passed**.

Motion 8:   To approve the financial sponsoring of ESSCIRC. Presented by Ken O. The motion **passed**.

Slide set: Ken O.Meetings.pptx

== TEA BREAK ==

12. MEMBERSHIP COMMITTEE   Patrick Yue

Mr. Patrick Yue reported a small decline in memberships as compared to 2014. Mission and strategy focused on attracting young blood. Regional strategy needs to be worked out with focus on gender-balance. Important is to increase value and perception of the value to our members. Mr. Yue provided some very useful input for the Awards strategy.

Motion 9:   To approve DL Program with $70K (increase of $10K). Presented by Patrick Yue (Ali). The motion **passed**.

Motion 10:   To approve Webinar $10K (Production/Travel). Presented by Patrick Yue (Mike). The motion **passed**.

Motion 11:   To approve the Women in Engineering (WiE) Task Force $5K. Presented by Patrick Yue (Ali). The motion **passed**.

Slide set: Yue.Membership.Committee.morning.Feb.2016 v2.pptx

13. YOUNG PROFESSIONAL   Emre Aryanci

Mr. Aryanci highlighted the mentoring event at the current ISSCC and invited all AdCom members to attend.

Action item: Mike Kelly recommended Mr. Aryanci to break out the YP budget as soon possible from the Chapters budget on which it has been piggy-backing.

Slide set: SSCS Young Professionals Mentoring Anouncement ISSCC2.pptx

14. DISTINGUISHED LECTURE PROGRAM   Domine Leenaerts

Mr. Leenaerts reported on the activities of the Distinguished Lecture Program (DL). Also, the new DL Chair was introduced: Ali Sheikholeslami. Past recordings of webinars are now available; 6 webinars were held in 2015. There is a need for webinar recording sites with a priority in Europe and Asia. Budget: 2015: $5K approved; 2016: $10K approved.

Motion 12:   To approve a budget of $70K for the 2017 DL program. Presented by Domine Leenaerts. The motion **passed**.

Slide set: Leenaerts.DL.Education.1.31.16.pptx; Perrott.webinar_overview_isscc_2016_perrott (2).pptx

15. CHAPTERS COMMITTEE REPORT   Stefan Ruso

Mr. Rusu reported on the activities of the Chapters Committee. SSCS now counts 100 chapters (June 2015) of which 2 are new (Chile and UAE). Requests AdCom members to be present at the Chapters lunch on Tuesday to facilitate the communication with the Chapters and through the chapters with our SSCS members.

Motion 13: To approve an additional budget of $10K for subsidy of Chapter activities. Presented by Stefan Rusu. The motion **passed**.

Slide set: Rusu.Chapters.Feb_2016.pptx

16. NOMINATIONS COMMITTEE REPORT   Bill Bidermann

Mr. Bidermann presented the composition of the Nominations committee and the schedule for 2016.

Slide set: Nominations.Bidermann.pptx

17. AWARDS   John Corcoran

Mr. Corcoran presented the composition of the Awards committee and the state of the awards program. Currently 8 new SSCS Fellows have been approved for the 2016 nominations list. Over the period 2015-2016 there are 19 predoctoral achievement award winners.

Slide set: Corcoran.Awards.1.31.16.pptx

18. ACTIVITIES RELATED TO BIOLOGY AND MEDICINE   Roman Genov

Mr. Roman Genov presented the activities regarding the Brain initiatives launched/in progress around the world with specific focus on the US, EU and Japan. Mr. Genov stated that the different technologies are becoming mature enough for commercialization and standardization. Specific examples were identified including brain machine interfaces.

Slide set: SSCS_AdCom_Medical_Activities_Genov.pptx; Biometrics Council c3 & IEEE LSTC SSCS AdCom Jan 31 2016 (1).pptx; LSTCSSCS_34304_2.pptx

19. FINANCIAL IMPLICATIONS OF THIS MEETING   Shekhar Borkar

Mr. Borkar summarized the financial implications of the decisions and motions made during the AdCom meeting which totaled to an amount of US$635K. The listing is as follows:

JSSCC 3,500 pages approved	?
Advance ISSCC 2017	$600K
Finacially sponsoring ESSCIRC	$0K
DL program budget increase	$70K (+$10K)
Webinar budget	$10K
WiE	$5K
Chapters budget	+$10K

20. ADJOURN   Jan van der Spiegel

The meeting was adjourned at 5:25 PM.

Motion 14: To adjourn the AdCom meeting of January 31st, 2016. Presented by Bill Bidermann, seconded by Rakesh Kumar. The motion passed (at 5:25PM).