

# IEEE Solid-State Circuits Society Administrative Committee Meeting Minutes

**Sunday, September 18, 2022**

**Milan Italy**

Hilton Garden Inn Milan North, Sala Quadrilatero Della Moda and Virtual via Webex

## **ATTENDEES**

### **VOTING MEMBERS PRESENT:**

John Long  
Bill Bowhill  
Brian Floyd  
Kenneth O  
Daniel Friedman  
Ali Sheikholeslami  
Alessandro Piovaccari  
Shanthi Pavan  
Andreia Cathelin  
Vivek De  
Alvin Loke

Makoto Ikeda  
Makoto Nagata  
Ichiro Fujimori  
Kazuko Nishimura  
Hoi-Jun Yoo  
Danielle Griffith  
Chulwoo Kim  
Farhana Sheikh  
Yusuke Oike  
Amara  
Woogeun Rhee

### **VOTING MEMBERS ABSENT:**

Terri Fiez  
Rikky Muller  
Esther Rodriguez-Villegas

Frank O'Mahony  
Bram Nauta

### **NON-VOTING MEMBERS PRESENT:**

Trudy Stetzler  
Kathy Wilcox  
Vivek Tiwari  
Bruce Hecht

Emre Ayranci  
Tony Chan Carusone  
Eugenio Cantatore  
Boris Murmann

### **NON-VOTING MEMBERS ABSENT:**

Romane Dumont  
Waleed Khalil  
Azad Naeemi  
Rabia Yazicigil Kirby  
Bryan Ackland

Michael Mulligan  
Milin Zhang  
Pavan Kumar Hanumolu  
Leo Belostotski  
Jan Van der Spiegel

**GUESTS:**

Willy Sansen  
Ravi Todi

Zeynep Deniz

**STAFF:**

Adam Greenberg  
Danielle Marinese

Ashley Seda  
Abira Altvater

## SUMMARY OF MOTIONS

**MOTION 1:** To approve the meeting minutes of the previous AdCom Meeting held. The motion was made by John Long with a second by Alvin Loke and Ali Sheikholeslami. **The motion passed.**

**MOTION 2:** To approve the Meeting Agenda. The motion was made by John Long with a second by Ali Sheikholeslami. **The motion passed.**

**MOTION 3:** Approve additional 2022 donation to Meindl Fund. The motion was made by John Long with a second by Alvin Loke. **The motion passed.**

**MOTION 4:** Approve additional 2022 donation to Education and Future Talent Fund. The motion was made by John Long with a second by Ali Sheikholeslami. **The motion passed.**

**MOTION 5:** Approve 2023 IOT sponsorship. The motion was made by John Long with a second by Bill Bowhill. **The motion passed.**

**MOTION 6 -** Approve a three-year sponsorship of IEEE future network community FNTC beginning in 2023. The motion was made by Emre Ayranci with a second by Bill Bowhill. **The motion passed.**

**MOTION 7** Approve 2023 SSCS budget. The motion was made by John Long with a second by Alvin Loke. **The motion passed.**

**MOTION 8:** Approve technical co-sponsorship of merged VLSI-TSA/VLSI-DAT conference. The motion was made by Alessandro Piovaccari. No second because it comes from committee. **Motion passed.**

**MOTION 9:** Amend Bylaw 12.2 The motion was made by Alessandro Piovaccari with a second by Alvin Loke. **Motion passed.**

**MOTION 10:** Approve 5% sponsorship of IEEE Transactions on Immersive Displays. The motion was made by Shanthi Pavan with a second by Alvin Loke. **Motion passed.**

**MOTION 11:** Appoint new SSCD co-Chairs. No second needed as this was voted on in committee. **Motion passed.**

## SUMMARY OF ACTION ITEMS

**ACTION ITEM 1:** Work on collaboration with SSCS local chapters. **(Owners: Danielle Marinese, Ashley Seda)**

**ACTION ITEM 2:** Send a signed MOU for JXCDC back to Shanthi **(Owner: Ravi Todi)**

**ACTION ITEM 3:** Bring up the possibility of rotating webinar start times to webinar committee. **(Owner: Alvin Loke)**

**ACTION ITEM 4:** Send out awards page link to the AdCom **(Owner: Adam Greenberg)**

**ACTION ITEM 5:** Put request for DLs in the chapters brief newsletter and e-newsletter **(Owners: Danielle Marinese, Ashley Seda)**

## FALL ADCOM MEETING NOTES

Sunday, September 18, 2022:

### 09:09 [Introduction and House Keeping – Adam Greenberg](#)

- Adam explained the hybrid AdCom format
- Voting will be done via unanimous consent
- For further details beyond the meeting notes, all presentations can be found at the link: (<https://agd.ieee.org/mpt/Uploads/3/Agenda.aspx?eid=17844>)
- Adam thanks Abira for her work at SSCS
- The meeting will be recorded

### 09:12 **President’s Welcome – John Long**

- John welcomed the Society AdCom Members
- Glad to be back to an in-person format for those who were able to join in Milan

### 09:13 **Roll Call – Adam Greenberg**

- A quorum was present

**MOTION 1:** To approve the [meeting minutes of the previous AdCom Meeting](#) held. The motion was made by John Long with a second by Alvin Loke and Ali Sheikholeslami. **The motion passed.**

**MOTION 2:** To approve the Meeting Agenda. The motion was made by John Long with a second by Ali Sheikholeslami. **The motion passed.**

### 09:18 [Treasurer’s Report – Terri Fiez presented by Adam Greenberg](#)

- 2022 Financial Summary through July.
  - Net from operations = \$1.207M
  - Lower expenses due to ISSCC virtualization led to good surplus this year
- 2023 SUMMARY:
  - Operational Revenue: \$7.31M; Operational Expense: \$7.12M
  - Submitted net from operations: \$191.9K (2.6% return)
  - \$657K total requested for 17 project initiatives (3% and 50%)
  - Includes one project to be accounted for in first 2023 forecast (\$15K)
- Return to new normal – old costs return and they are higher from inflation. We may need to reprioritize for 2024
- SSCS financial health remains strong
- Revenue comes from mainly ISSCC and publications. Open access could be a threat to so we will bear this in mind over the next few years. Hybrid conferences could be a new additional source of revenue

**MOTION 3:** Approve additional 2022 donation (\$250k) to Meindl Fund. The [motion](#) was made by John Long with a second by Alvin Loke. **The motion passed.**

**MOTION 4:** Approve additional 2022 donation to Education and Future Talent Fund (\$50k). The motion was made by John Long with a second by Ali Sheikholeslami. **The motion passed.**

**MOTION 5:** Approve 2023 IOT sponsorship (\$1k). The [motion](#) was made by John Long with a second by Bill Bowhill. **The motion passed.**

**MOTION 6 -** Approve a three-year sponsorship of IEEE future network community (FNTC) beginning in 2023 (up to \$15k annually). The [motion](#) was made by Emre Ayranci with a second by Bill Bowhill. **The motion passed.**

**MOTION 7** Approve 2023 SSCS budget. The [motion](#) was made by John Long with a second by Alvin Loke. **The motion passed.**

**09:50 [Conferences Committee – Bill Bowhill](#)**

- Hybrid conference committee kickoff meeting planned for October 2022
- Initiated discussion with IRPS for possible co-sponsorship
- Plan to expand Circuits Insights in Europe and Asia
- Reinitiate cooperation with CASS

**ACTION ITEM 1:** Work on collaboration with SSCS local chapters.  
**(Owners: Danielle Marinese, Ashley Seda)**

**MOTION 8:** Approve technical co-sponsorship of merged VLSI-TSA/VLSI-DAT conference. The [motion](#) was made by Alessandro Piovaccari. No second because it comes from committee. **Motion passed.**

**MOTION 9:** Amend Bylaw 12.2 (clarifying that Conferences Committee membership includes representatives from conferences that are financially co-sponsored by SSCS). The [motion](#) was made by Alessandro Piovaccari with a second by Alvin Loke. **Motion passed.**

**10:06 [Publications Committee Report – Shanthi Pavan](#)**

- New JSSC editor-in-chief (EiC) is getting established
- Discussion RFIC Virtual Journal and how the EiC (Khalil) has resolved issues
- Two open journals are on a good trajectory – OJSSCS and JXCDC
- Discussion on SSCS magazine costs and how the electronic option is default
- Recognizing JSSC authors – we need some volunteers
- Rewarding reviewers, we need to look into a software management system
- JXCDC new MOU was approved in committee, EDS is now a financial co-sponsor

**ACTION ITEM 2:** Send a signed MOU for JXCDC back to Shanthi **(Owner: Ravi Todi)**

**MOTION 10:** Approve 5% sponsorship of IEEE Transactions on Immersive Displays. The [motion](#) was made by Shanthi Pavan with a second by Alvin Loke. **Motion passed.**

**10:25 BREAK**

**10:46 [Education Committee Report - Ali Sheikholeslami](#)**

- From March '21 to September '22 we've added >4,000 subscribers on our YouTube channel (8.220 as of September 12.)
- DL program – maintaining diversity in terms of topics and M/F speakers
- Webinar program – one per month, well attended, 200-400 people

- Circuit contest – new approach is “lego-based” (given list of components, they come up with whatever circuit they like), 18 submissions from 3 continents. Good feedback and will continue this way.
- Circuit insights program – four sessions and some negative feedback (too crammed). Decided to break this up into local components and international components
- Video primers – 3-4 min primer videos, to be led by Behzad Razavi
- Circuit Insights improvements
  - ASSCC test for this; per Hoi-June 2023 will be a better year to hold this
- Video contest – **looking for AdCom member/volunteer**
- Alvin Loke: Can we rotate webinar start times so that it is more convenient for all time zones?

**ACTION ITEM 3:** Bring up the possibility of rotating webinar start times to webinar committee.  
(Owner: Alvin Loke)

#### 11:00 [Membership Committee Report - Dan Friedman](#)

- Need more awards nominees, especially for the ones that are newly created. Another email reminder will be sent out.
- Membership data – dropped a bit from last year (10k→9.8k). Hoping that the uptick in women members is reflective of a real trend reflecting progress in WiC.
  - **Chapters – Presented by Alvin Loke**
    - New vice chair Makoto Nagata
    - 118 chapters (3 fewer than last time)
    - Initiatives – identified 46 potential new chapters
    - Refresh steering committee membership
    - Webinar on inspiring tomorrow’s circuit stars
    - Activities on pre-university engagement for developing High School students, 75<sup>th</sup> transistor anniversary (will have commemorative lecturers)
    - Commemorative lecturers for transistor 75<sup>th</sup> anniversary – roster is ready pending rollout to chapters
    - 2023 – further streamline subsidies with goal to full disbursement by Feb 2023
    - Chapters brief e-newsletter – target second issue for October 2022
    - Pre-university engagement – successful first webinar
    - Transistor 75<sup>th</sup> anniversary - will need a travel budget, which needs to be allocated
  - **Young Professionals – Presented by Zeynep Lulec/Dan Friedman**
    - 3250 YP members (third of total membership)
    - In person mentoring has been back at in person conferences, thus far in 2022 at CICC, VLSI, ESSCIRC, ASSCC TBD, ISSCC 2023
    - Chronus - request to AdCom members to participate as a senior program coordinator
    - SSCS Young Professionals leadership grant – new; 2 grants given out so far
  - **Awards – Presented by John Corcoran/Dan Friedman**
    - Mendl Award - Application window is Sept. 1 – Oct. 15
    - Statistics: New Frontier, Industry Impact – **we need help from AdCom to submit nominees**

- Survey – participation in ad hoc to define next survey and review/define actions from outgoing data collections
- Request to AdCom members to suggest DLs

**ACTION ITEM 4:** Send out awards page link to the AdCom (**Owner: Adam Greenberg**)

**ACTION ITEM 5:** Put request for DLs in the chapters brief newsletter and e-newsletter (**Owners: Danielle Marinese, Ashley Seda**)

**11:28 SSCD/OSE Committee Report - Boris Murmann**

- SSCD
  - Summary – spun off the OSE committee with a focus on open source, a workshop on IEEE Brain, working on leadership transition
  - Working with CASS on climate workshop
  - Future workshops – want to collocate workshops with CICC, ESSCIRC, ASSCC, others
  - Boris and Chiraag leaving SSCD to join OSE. New co-chairs appointed in motion below. Payam brings experience and Kaushik should bring fresh perspective.

**MOTION 11:** Appoint new SSCD Co-Chairs (Payam Heydari and Kaushik Sengupta). The [motion](#) was made by Boris Murmann. No second needed as this was voted on in committee. **Motion passed.**

- OSE
  - Want to be more involved with chapters
  - PICO chip-a-thon successful
  - Code-a-chip travel grant for ISSCC – submission deadline November 15
  - SSC Magazine column
  - Want to connect with local chapters for open-source activity
  - Chip-a-thon 2021 = 61 submissions, 18 selected, 11 taped out
  - Chip-a-thon 2022 = 54 submissions, 22 selected. Can go to website to see the information on the designs. Nice diversity in participants.
  - Looking for new volunteers - sign up form on SSCD webpage on SSCS website
  - New travel grant for “Code-a-chip” to make reproducible for ISSCC using all open-source
  - Strategy for open-source publication within SSCD – work with conference and publications committees
  - Connect with CEDA for open-source activity
  - Ravi Todi encourages that we also connect with EDS for open-source activity

**11:44 Diversity Ad Hoc and Women in Circuits Committee Reports - Farhana Sheikh**

- Summary – looked at member elevation, childcare & mothering, professional develop, and updated statistics. Various activities on the mentorship programs. Also looking for more active participation among the members. Planning a retreat in Oct 2022 for WiC. SSCS Mag will focus on Women in Circuits
- 2022 focus has been conference events, data mining, and new program initiatives
- Data mining – time to elevation vs gender is approximately the same. Problem is in representation that there are only 5% women in the society.



- Full report on data mining efforts by end of October 2022
- Mothering and childcare – pilot program planned for ISSCC '24.
- IEEE WIE representation for 2-year term will be Zeynep Toprak Deniz
- Childcare and mothering facilities at conferences proposal for 2024 – will make funding request in early 2023
- Virtual talks have been difficult to find speakers for as most people prefer in person
- Women in Circuits inaugural retreat October 28, 2022. Looking for keynote speaker(s)
- Full report on data mining efforts by end of October 2022
- ISSCC '23 WiC events – looking at connectivity focus for workshop, most speakers confirmed,
- WIC looking for diverse plenary speakers

**11:58 [Councils and Multi-Society Initiatives Report - Bill Bowhill](#)**

- Summary – work on Brain workshop, discussions on in-person/hybrid conf, low participation of SSCS members in many of these initiatives, need to get more people involved
- Awaiting approval on rep for sensors council
- Sustainable ICT community – looking for representative. Please contact Bill or John
- SSCS is sponsoring virtual access to Brain Workshop
- Growing collab with CASS - What other societies can we collaborate with?
- Bill encourages AdCom to go to IEEE website and search through communities:
  - Register to join them, especially the ones we are involved with
- CASS to become TCS for ESSCIRC and other conferences
- Bill requests AdCom members check their areas on the website and suggest possible edits for efficiency

**Action item:** Danielle and Adam to assist with advertising Brain Workshop in November

**12:08 New Business – John Long**

- From John Long, please vote in the upcoming TAB election

**12:10 [Financial Implications – Adam Greenberg](#)**

- **2022 Budget Changes**
  - Additional 2022 donations to Meindl and Education and Future Talent fund will be taken from unspent project funds; spending has been accounted for in forecast. No change.
- **2023 Budget Changes**
  - Up to \$5,000 additional project expense for Future Networks Initiative (FNI) sponsorship (initial funding request was up to \$10,000.)
  - \$15,000 “Rising Asian Country” project
  - Total: up to \$20,000 project expense increase compared to 2023 first-pass budget, to be accounted for in forecasting
- **2023 Proposed Projects**
  - \$30K A-SSCC/CICC Author Exchange (Year 1)
  - \$17K ISSCC Outreach (Year 1)
  - \$15K “Rising Asian Country” support (via chapters, student recognition – Year 1)
  - \$10K Future Networks Sponsorship (Year 1)
  - \$10K Reviewer Rewards (Year 1)
  - \$35K Media Plan (Year 1)
  - \$25K Design Contests - Circuit Video for Grad Students (Year 1)
  - \$20K Video primers targeting secondary and undergraduate students (aka Student Engagement Videos, Year 1)

- \$20K Dissecting Select Papers from ISSCC (Year 1)
- \$30K Promote society pubs in other, non-traditional publications (Year 1)
- \$15K Grants for Tutors (Year 1)
- \$40K Diversity and Inclusion (Year 2)
- \$200K Meindl Fund Matching Grant (Year 3)
- \$80K PICO (Year 3)
- \$50K Donation to Education and Future Talent Fund (Year 3)
- \$30K SSCD Growth (Year 3)
- \$30K ESSCIRC/A-SSCC Author Exchange (Year 3)

**12:12 Adjournment – John Long**

- John thanks AdCom for coming in person and those attending virtually
- We always need more volunteers. Encouraged people on AdCom to volunteer for all program area requests
- John thanks staff, executive committee, everyone that contributes to AdCom and their success, participation of EDS and CASS members. Will reconvene in San Francisco in 2023

## Meeting Agenda

**Time zone is Central European Time (GMT+02:00)**

#	Time	Type	Presenter	Agenda Item
1	15:00	Procedural	Adam Greenberg	Introduction, housekeeping and roll call
2	15:05	Procedural	John Long	President's welcome
3	15:10	Motion	John Long	Approve agenda
4	15:12	Motion	John Long	Approve Winter 2022 AdCom meeting minutes
5	15:15	Report	Terri Fiez	Treasurer's report
6	15:35	Motion	John Long	Approve additional 2022 donation to Meindl Fund
7	15:38	Motion	John Long	Approve additional 2022 donation to Education and Future Talent Fund
8	15:41	Motion	Emre Ayranci	Approve three-year Future Networks Initiative sponsorship from 2023-2025
9	15:44	Motion	John Long	Approve 2023 IOT sponsorship
10	15:47	Motion	John Long	Approve 2023 SCS budget
11	15:50	Report	Alessandro Piovaccari	Conferences Committee report
12	16:02	Motion	Alessandro Piovaccari	Amend Bylaw 12.2
13	16:05	Motion	Alessandro Piovaccari	Approve technical co-sponsorship of merged VLSI-TSA/VLSI-DAT conference
14	16:08	Report	Shanthi Pavan	Publications Committee report
15	16:21	Motion	Shanthi Pavan	Approve 5% sponsorship of IEEE Transactions on Immersive Displays
16	16:23	Procedural	All	Break
17	16:28	Report	Ali Sheikholeslami	Education Committee report
18	16:43	Report	Daniel Friedman	Membership Committee report
19	17:03	Report	Boris Murmann	SSCD/OSE Committee report
20	17:11	Motion	Boris Murmann	Appoint new SSCD Chair
21	17:13	Report	Kathy Wilcox	Diversity Ad Hoc and WIC Committee reports
22	17:23	Report	Bill Bowhill	Councils and multi-society initiatives report
23	17:33	Discussion	All	New business
24	17:38	Info	Adam Greenberg	Financial implications
25	17:43	Procedural	John Long	Adjourn