IEEE Solid-State Circuits Society
Administrative Committee Virtual
Meeting Minutes
Tuesday and Wednesday, March 16 and 17, 2021

ATTENDEES:

VOTING MEMBERS PRESENT:

Emre Ayranci	Makoto Nagata
Bill Bowhill	Kazuko Nishimura
Eugenio Cantatore	Bram Nauta
Andreia Cathelin	Kenneth O
Vivek De	Shanthi Pavan
Terri Fiez	Woogeun Rhee
Dan Friedman	Esther Rodriguez-Villegas
Ichiro Fujimori	Ali Sheikholeslami
Makoto Ikeda	Dennis Sylvester
Peter Lian	Kathy Wilcox
Alvin Loke	Hoi-Jun Yoo
John Long	
Kofi Makinwa	

VOTING MEMBERS ABSENT:

Alison Burdett	Rikky Muller

NON-VOTING MEMBERS PRESENT:

Bryan Ackland	Zeynep Lulec
Christophe Antoine	Leo Belostotski
Tony Chan Carusone	Boris Murmann
John Corcoran	Azad Naeemi
Pieter Harpe	Pavan Kumar Hanumolu
Bruce Hecht	Rakesh Kumar
Dick Jaeger	Stefan Rusu
Waleed Khalil	Jan Van der Spiegel

NON-VOTING MEMBERS ABSENT:

Edith Beigne	Aarno Parssinen
Christian Enz	Ramin Poorfard
Stephen Kosonocky	Jeffrey Walling
Domine Leenaerts	Hua Wang
Vivek Tiwari	Phillip Wong
Wai Lee	

GUESTS:
N/A

STAFF:

Adam Greenberg	Danielle Marinese
Abira Altvater	Lauren Caruso

SUMMARY OF MOTIONS

MOTION 1: To approve the Meeting Agenda. The motion was made by Kenneth O. The **motion passed.**

MOTION 2: To approve the meeting minutes of the previous AdCom Meeting held September 2020. The motion was made by Kenneth O. The **motion passed..**

MOTION 3: To advance $600K to support ISSCC 2022. This motion was made by the Conferences Committee. **The motion passed.**

MOTION 4: To advance $60K to support CICC 2022. This motion was made by the Conferences Committee. **The motion passed.**

MOTION 5: The motion, "CICC: 10K to reduce cost of registration for all students and support STA" was made and Bill confirmed that the motion came from the Conferences Committee. Bill moved to amend the motion to say, "CICC: 10K to reduce cost of registration for all students and/or support STA." The amendment was seconded by Emre. **The motion passed as amended.**

MOTION 6: To renew the technical co-sponsorship (TCS) MOU with BCICTS through 2024. The motion was made by the Conferences Committee. **The motion passed.**

MOTION 7: To support the 2022 page budget of 3500 pages for the IEEE Journal of Solid-State Circuits (JSSC). The motion was made by the Publications Committee. **The motion passed.**

MOTION 8: To support the 2022 page budget of 400 pages for IEEE Solid-State Circuits Letters (SSC-L). The motion was made by the Publications Committee. **The motion passed.**

MOTION 9: To support the 2022 page budget of 400 pages for the IEEE Solid-State Circuits Magazine (SSC-M). The motion was made by the Publications Committee. **The motion passed.**

MOTION 10: To support the 2022 page budget of 300 pages for the IEEE Journal on Exploratory Solid-State Computational Devices and Circuits (JxCDC). The motion was made by Shanthi Pavan with a second by Eugenio Cantatore. **The motion passed.**

MOTION 11: To support the 2022 page budget of 250 pages for the IEEE Open Journal of the Solid-State Circuits Society (OJ-SSCS). The motion was made by the Publications Committee. **The motion passed.**

MOTION 12: For an increase in project funding, to $45K, for the IEEE Open Journal of the Solid-State Circuits Society (OJ-SSCS), to cover waivers of article processing charges (APCs) for invited papers.. The motion was made by the Publications Committee. **The motion passed.**

MOTION 13: To approve a 2022 budget of $151K for Education Committee program initiatives. The motion was made by Ali Sheikholeslami with a second by Alvin Loke. **The motion passed.**

Motion 14: To extend the AdCom meeting on Tuesday, March 16th, 2021 by five minutes. The motion was made by Kenneth O and seconded. **The motion passed.**

Motion 15: To increase the 2022 chapters budget by $5,000 from the 2021 level to $100,000. This motion

was made by Stefan Rusu with a second by Dan Friedman. **The motion passed.**

MOTION 16: To allocate $35,000 from the 2022 budget to support Women in Circuits (WiC) events and initiatives. This motion was made by Kathy Wilcox with a second by Dan Friedman. **The motion passed.**

MOTION 17: To allocate $60,000 to support Pre-Doctoral Awards. The motion was made by the John Corcoran with a second by Dan Friedman. **The motion passed.**

MOTION 18: To approve a 2021 donation to the IEEE SSCS James D. Meindl Memorial Educational Fund, not to exceed $200K. The motion was made by John Corcoran with a second by Dan Friedman. **The motion passed..**

MOTION 19: To allocate $18,000 to SSCS Young Professionals Committee in 2021. The motion was made by Zeynep Lulec with a second by Emre Ayranci. **The motion passed**

MOTION 20: To execute the MOU to join the IEEE Brain Technical Community as an Affiliate Member, and authorize $15K payment for membership dues for three years (2021-2023). The motion was made by the SSCD Committee. **The motion passed.**

MOTION 21: To adjourn the meeting. The motion was made by Kenneth O. **The motion passed.**

SUMMARY OF ACTION ITEMS

ACTION ITEM 1: Submit ideas for projects that could be funded under the 50% rule to Standing Committee Vice Presidents (All.)

ACTION ITEM 2: Create an ad hoc committee to identify female EiCs for our journals (Ken.)

ACTION ITEM 3: John Corcoran will lead a committee to define the James D. Meindl Award.. Contact John if you'd like to be on the Committee.

ACTION ITEM 4: Councils, Communities, Initiatives, and Other Societies to be highlighted in SSCS Magazine (Leo)

ACTION ITEM 5: Work with TA Operations to provide magazine options as described in New Business/Open Discussion (Adam.)

ACTION ITEM 6: Create a help wanted document to be posted on the website, which can help identify volunteers who can help us better serve the membership (Abira and Committee Chairs)

ACTION ITEM 7: Create an ad hoc Committee to support an integrated conference registration process (Ken.)

ACTION ITEM 8: Create an ad hoc Committee on outreach to undergraduate and young students (Ken.)

MEETING NOTES

Tuesday, 16 March 2021:

09:03   Procedural – Adam Greenberg (Roll Call)

- A quorum was present.

09:09   Procedural- Emre Ayranci (Introduction and Housekeeping)

- Emre and Adam explained the online AdCom format.
- For further details beyond the meeting notes, all presentations can be found at the link below: https://agd.ieee.org/mpt/Agenda.aspx?eid=17104
- The meeting will be recorded.

09:12   Procedural - Kenneth O (President's Welcome)
- Ken opened his presentation by reiterating that the health and safety of our members, volunteers, and IEEE staff are the number one priority of the Society.
- The 2021-2023 new AdCom Members-at-Large (Ichiro Fujimori, Kazuko Nishimura, Rikky Muller, Esther Rodriguez-Villega, Hoi-Jun Yoo) were introduced.
- Ken thanked the outgoing AdCom Members for their service – Edith Beigne, Azita Emami, Daniel Friedman, Payam Heydari, Vivienne Sze, Hideto Hidaka, Dick Jaeger.
- Ken thanked the outgoing EiCs of Society Publications for their service – Jake Baker, Jan Craninckx, John Long, Behzad Razavi, Ian Young, John Long, Patrick Yue.
- SSCS executive office staff were introduced and thanked– Adam Greenberg, Abira Altvater, Lauren Caruso, and Danielle Marinese.
- Ken went over the 2020-2021 Society Goals.
- The 2021-2025 Strategic Plan was briefly discussed and will be talked about in more detail during Terri and Jan's Strategic Plan Update.
- The IEEE Solid-State Circuits Society James D Meindl Memorial Educational Fund was discussed. and will be further explained during John Corcoran's Awards Presentation.
- Ken talked about the challenges the Society faces during the Covid-19 pandemic.

MOTION 1: Approve Agenda. The motion was made by Kenneth O. **The motion passed.**

MOTION 2: Approval of Fall 2020 AdCom Meeting Minutes. The motion was made by Kenneth O. **The motion passed.**

09:24   Treasurer's Report – Terri Fiez

- Terri reviewed the 2020-2021 budget changes.
- The Society's 2020 revenue from operations is expected to come in about $400K above plan. Expenses are expected to come in slightly lower than plan, with an anticipated net of $853K including project expenses.
- ISSCC 2021 is expected to return a surplus that is significantly above plan.

- Terri reviewed the 2021 projects funded under the 3% rule, and noted they have three-year term limits.
- The 50% spending rule, which would enable the society to spend up to 50% of the 2020 operating surplus under certain conditions, also was reviewed.

09:43   Strategic Plan 2021 – Jan Van der Spiegel and Terri Fiez

- Jan and Terri presented the SSCS 2021-2025 strategic plan, which was adopted in January through an email vote of AdCom.
- The high-level goals are: Engage members, dynamic programs and publications, and global impact to service to humanity.
- S.M.A.R.T development of tactics. The tactics should be "specific", "measurable", "attainable", "relevant", and "time-bound".
- Each VP completed a template to help complete tactics, which will serve as a roadmap for the development of activities.
- Link to the full strategic plan and to the executive summary: https://sscs.ieee.org/about/governance-sscs-adcom/2021-2025-strategic-plan

09:53   Conferences Committee – Bill Bowhill

- It's been an exceptionally challenging year for conferences. Next year will likely be even more challenging. Conferences adapted to COVID-19 and holding virtual events, with a huge effort from volunteers and staff.
- Attendance has been higher with virtual events.
- Conferences will start planning for return to a physical format in 2021 – dependent on location and local restrictions.
- With the virtual format, attendees are able to attend more talks than usual.
- The Conferences website page has been updated with key policy guides, sponsorship forms, and a recognition policy.
- The SSCS Conferences database has been updated by Danielle and Adam.

MOTION 3: To advance $600K to support ISSCC 2022. This motion was made by the Conferences Committee. **The motion passed.**

MOTION 4: To advance $60K to support CICC 2022. This motion was made by the Conferences Committee. **The motion passed.**

MOTION 5: The motion, "CICC: 10K to reduce cost of registration for all students and support STA" was made and Bill confirmed that the motion came from committee. Bill moved to amend the motion to say, "CICC: 10K to reduce cost of registration for all students and/or support STA." The amendment was seconded by Emre. **The motion passed as amended.**

MOTION 6: To renew the technical co-sponsorship (TCS MOU with BCICTS through 2024. Conferences Committee. **The motion passed.**

10:17 Publications Committee – Shanthi Pavan

- Shanthi reviewed the goals on the Publications Committee.
- Shanthi thanked John Long, the outgoing Vice President of Publications.
- We have several new EiCs for SSCS journals and magazines: RFIC VJ – Waleed Khalil, OJ-SSCS – Eugenio Cantatore, SSC-L – Tony Chan Carusone, SSC Magazine – Leo Belostotski, JxCDC – Azad Naeemi.
- SSCS Publications Committee tactical plans include brainstorming the Society's open access policy, re-invigorating the OJ-SSCS, explore ways to stabilize SSC Magazine expenses, expand readership within SSCS for Design & Test Magazine, consider cross-publishing with other Societies in areas of strong interest to SCS members.

MOTION 7: To support the 2022 page budget of 3500 pages for the IEEE Journal of Solid-State Circuits (JSSC). The motion was made by the Publications Committee. **The motion passed.**

MOTION 8: To support the 2022 page budget of 400 pages for IEEE Solid-State Circuits Letters (SSC-L). The motion was made by the Publications Committee. **The motion passed.**

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MOTION 11: To support the 2022 page budget of 250 pages for the IEEE Open Journal of the Solid-State Circuits Society (OJ-SSCS).
The motion was made by the Publications Committee. **The motion passed.**

MOTION 12: For an increase in project funding, to $45K, for the IEEE Open Journal of the Solid-State Circuits Society (OJ-SSCS) to cover waivers of article processing charges (APCs) for invited papers.
The motion was made by the Publications Committee. **The motion passed.**

10:42 Education Committee/DL Program – Ali Sheikholeslami
- Ali introduced the SSCS Education Committee and thanked the staff and committee members for their work.
- The SSCS Webinar Program is thriving with webinars being held once a month. The Society also has a Young Professionals for Excellence Webinar Program, that holds 4 webinars a year.
- There were a total of 45 Distinguished Lecture visits this year, 3 in person and 42 virtual. The DL Roster through 12/2022 will be announced soon.
- The Student Circuit contest deadline for submissions is June 30, 2021.
- The CONFedu YouTube channel is doing well, with a growing number of subscribers. As of March 10, 2021, the channel has 3620 subscribers.
- Education Committee 2021 Initiatives include: video primers targeting secondary and

undergraduate students and videos by grad students for undergraduate and high school students. Tactics include: working with DL and webinar programs, provide custom educational workshops for industry members, share virtual best practices, re-evaluate design contests, and provide video highlights of SSCS inventors in high school setting.

- AdCom members should consider volunteering with the SSCS Education Committee – there are several volunteer positions available.

MOTION 13: To approve a 2022 budget of $151K for Education Committee program initiatives. The motion was made by Ali Sheikholeslami with a second by Alvin Loke. **The motion passed.**

11:03   Solid-State Circuits Directions – Boris Murmann

- The Solid-State Circuits Directions Committee (SSCD) ran their inaugural workshop on hardware security on December 7th, 2020. The second workshop on Democratizing IC Design will be held on April 7th, 2021.
- A call for workshop proposals was sent out.
- The committee is working on building better connections with IEEE Brain, the Computer Society, and the Technical Council on VLSI.
- Boris reviewed SSCD's tactical plans, including holding student contests and educational events, OJ-SSCS paper solicitations, having an SSCD representative on the SSCS Magazine Advisory Board, and holding join workshops with IEEE Brain and the Computer Society.

Motion 14: To extend the AdCom meeting on Tuesday, March 16th, 2021 by five minutes. The motion was made by Kenneth O and seconded. **The motion passed.**

11:24   Nominations Committee – Bram Nauta

- Bram reviewed the role of the SSCS Nominations Committee.
- Each year, 1/3 of the members are replaced (5 members). In 2020, there was great diversity, with 12 candidates on the initial slate.
- During odd years, a new Society Vice President and Incoming President is appointed.

11:20   New Business/Open Discussion - All

- Ken thanked everyone for their participation for the first day.

11:31   Procedural - Kenneth O (Recess)

- The meeting recessed at 11:31 EDT until 9:00 AM EDT on 17 March 2021.

Wednesday, 17 March:

09:02   Procedural – Adam Greenberg (Roll Call)

- A quorum was present.

09:07   Procedural – Kenneth O (Housekeeping)

- Ken reviewed the voting procedures for the meeting.

09:09   Membership Committee – Dan Friedman
- As of January 2021, we have 10,104 Society members.
- Key membership accomplishments in 2020 included continued expansion and growth of YP programming, including WYE and maintaining in-conference mentoring sessions, despite virtual formats and continued vitality of WiC initiatives.
- Tactical plans include creation of material referencing library of educational content and SSCS value proposition for distribution to faculty, creation of chapter chair best practices material, and creation of catalog of suggested chapter events and cadence for distribution from IEEE.
- Membership trends include graduate student and student membership drop.
- Key challenges that the Society member faces includes chapter engagement, student engagement, and communication to members.

09:35   Chapters Committee Report - Stefan Rusu

- There are 119 Chapters as of February 2021 (25 student chapters, 42 joint chapters, and 52 single chapters).
- The 2020 Outstanding Chapter Award was rewarded to Alvin Loke (San Diego Chapter).
- SSCS Chapters Strategic Plan includes – growing the number of student chapters, improving the number and quality of chapter events, increasing chapter member engagement.
- Chapter events during Covid have gone virtual.

Motion 15: To increase the 2022 chapters budget by $5,000 from the 2021 level to $100,000. This motion was made by Stefan Rusu with a second by Dan Friedman. **The motion passed.**

09:43   Women in Circuits – Kathy Wilcox

- Kathy reviewed the indicators of success for Women in Circuits, including – the number of women in SSCS governance, the number of female award winners, the number of females AE's for JSSC, etc.
- Female members have gone down 12% from January 2020. The majority of the loss is in graduate students and undergraduate students.
- Kathy reviewed 2020 WiC events, including – ISSCC Rising Stars event, Bay Area Luncheon, and virtual WiC and YP joint mentoring events. Kathy also reviewed 2021 events and plans including professional development workshops, 1:1 mentoring using Chronus, and designing a WiC logo.

ACTION ITEM 2: Create an ad hoc committee to see identify potential female EiCs for our journals.

MOTION 16: To allocate $35,000 from the 2022 budget to support Women in Circuits (WiC) events and initiatives. This motion was made by Kathy Wilcox with a second by Dan Friedman. **The motion passed.**

10:02   Diversity Ad Hoc – Kathy Wilcox

- An ad hoc Committee on Diversity has been started. Kathy is still awaiting responses from a few people.
- Kathy is hoping to hold a kickoff meeting soon.

10:04   Awards/James D. Meindl Fund – John Corcoran

- John went over the SSCS Awards status.
- There is a new Fellows Evaluation Committee in place. Eight SSCS members were elevated to Fellow on January 1, 2021. Five were evaluated by SSCS, three by other Societies.
- PreDoctoral Achievement Awards were dispensed differently this year - $1,000 honorarium, and complimentary registration to all SSCS sponsored conferences.
- John announced the recipients of SSCS Awards: Payam Heydari for the SSCS Innovative Education Award and Rikky Muller for the SSCS New Frontier Award.
- John talked about the IEEE SSCS James D. Meindl Memorial Educational Fund. The award will celebrate accomplishments of young innovators and financially support the awardees to engage high school or undergraduate students through research projects related to integrated circuits technology.

MOTION 17: To allocate $60,000 to support Pre-Doctoral Awards. The motion was made by John Corcoran with a second by Dan Friedman. **The motion passed.**

MOTION 18: To approve a 2021 donation to the IEEE SSCS James D. Meindl Memorial Educational Fund, not to exceed $200K. The motion was made by John Corcoran with a second by Dan Friedman. **The motion passed..**

ACTION ITEM 3: John Corcoran will lead a committee to define the James D. Meindl Award. Contact John if you'd like to be on the Committee.

10:41   Young Professionals – Zeynep Lulec

- Zeynep reviewed the YP Program's 2020 accomplishments, including, online mentoring events, the Chronus mentoring software, YP webinars, and collaborations with the SSCS webinars committee, Women in Circuits Committee, and the Electron Devices Society.
- Emre Ayranci became the 2021 IEEE YP Chair representing all global (region, section) and society YPs at the IEEE Board of Directors level and have a voice of SSCS in that level.
- Emre can ensure all SSCS announcements can reach out to all YP members from other societies and all around the world through IEEE YP social media and newsletter, so encouraging all to reach out to him.
- IEEE Volunteering platform that IEEE YP committee of Emre implemented is live and SSCS

leaders can post opportunities to find IEEE member volunteers for our new initiatives and more. https://volunteer.ieee.org/
- 2% decrease in YP members since 2020 as the IEEE wide membership decrease especially on students.
- The YP Committee won the 2020 IEEE YP Hall of Fame Award.
- The YP Committee's 2021 plans include online mentoring at SSCS conferences, continue to appoint program coordinators for YP activities, online mentoring Chronus software, webinars for young excellence, purchase online networking software (GatherTown).

MOTION 19: To allocate $18,000 to SSCS Young Professionals Committee in 2021. The motion was made by Zeynep Lulec with a second by Emre Ayranci. **The motion passed.**

11:00   Councils, Committees, and Initiatives Briefing - Kenneth O

- Ken reviewed SSCS' participation in working with councils, communities, initiatives, and other societies.
- There are several vacancies for SSCS representatives for councils /communities/ initiatives/ that need to be filled.
- SSCS should look into joining the IEEE Rebooting Computing (RC) Initiative.
- Rakesh Kumar made a proposal for SSCS to join the IEEE Brain Technical Community. SSCS is at the heart of many neuro devices and the Brain Technical Community's interests align with the SSCD charter.

MOTION 20: To execute the MOU to join the IEEE Brain Technical Community as an Affiliate Member, and authorize $15K payment for membership dues for three years (2021-2023). The motion was made by the SSCD Committee. **The motion passed.**

ACTION ITEM 4: Councils, Communities, Initiatives, and Other Societies to be highlighted in SSCS Magazine.

11:19   New Business/Open Discussion

- There was a discussion on the magazine subscription model. Shanthi Pavan asked if we can default all members to automatically have an electronic subscription to the magazine unless otherwise requested. Adam Greenberg said it is possible for new members beginning in the 2022 membership year to be defaulted to the electronic version of the magazine, but everyone who is already receiving the print version would continue to receive that version. Each group could choose to receive the magazine in another format with no change in dues while joining/renewing.
- There was a brief Fellow's Committee update by Dick Jaeger. Nominations for Fellows for the Class of 2022 are in place.

ACTION ITEM 5: Work with TA Operations to provide magazine options as described in New Business/Open Discussion.

10:35   Financial Implications of this Meeting – Adam Greenberg for Terri Fiez

- Adam presented the financial implications of the meeting:
  - For 2021: Up to $200K for matching donation to Meindl Fund (from operations and/r 50% funding), $36K increase in OJ-SSCS project funding to cover APC waivers (from 50% funding), $5K to join brain initiative.
  - 2022 Budget Changes: $34.5K total crease over 2021 budget (pending TBD)
  - For 2022 project requests: $305K preliminary total for 2022 initiatives, plus one TBD ($211K preliminary total at Winter 2020 AdCom for 2021).

10:50 **Adjournment - Kenneth O**
- The Summer/Fall AdCom meeting will be held in a hybrid format at ESSCIRC 2021 in Grenoble, France.
- The current plan for the dates are **Sep 9th and 10th** Thursday and Friday at the same times with winter AdCom.
- Ken went over the challenges the Society faced during Covid-19.

ACTION ITEM 6: Create a help wanted document to be posted on the website, which can help identify volunteers who can help us better serve the membership.

ACTION ITEM 7: Create an ad hoc Committee to support an integrated conference registration process.

ACTION ITEM 8: Create an ad hoc Committee on outreach to undergraduate and young students.

MOTION 21: To adjourn the meeting. The motion was made by Kenneth O. **Motion passed and meeting adjourned at 11:36 AM ET.**

MEETING
AGENDA

SSCS AdCom	Info	Info	Emre Ayranci	Introduction/Housekeeping
09:05	SSCS AdCom	Info	Kenneth O	President's Welcome/Recognition
09:15	SSCS AdCom	Motion	Kenneth O	Approve Agenda
09:17	SSCS AdCom	Motion	Kenneth O	Approve Fall 2020 AdCom Meeting Minutes
09:20	SSCS AdCom	Report	Terri Fiez	Treasurer's Report
09:30	SSCS SP	Report	Jan Van der Spiegel, Terri Fiez	Strategic Plan 2021-2025
09:50	SSCS Mtgs Committee	Report	Bill Bowhill	Conferences Committee
10:10	SSCS Pub Committee	Report	Shanthi Pavan	Publications Committee
10:30	SSCS AdCom	Report	Ali Sheikholeslami	Education/DL Program

10:50	SSCS AdCom	Report	Boris Murmann	Solid-State Circuits Directions (SSCD)
11:10	SSCS NC	Report	Bram Nauta	Nominations Committee
11:20	SSCS AdCom	Discussion	All	New Business/Open Discussion
11:30	SSCS AdCom	Procedural	Kenneth O	Recess until 9 A.M. EST on 17th March 2021
09:00	SSCS AdCom	Info	Emre Ayranci	Introduction and Housekeeping
09:05	SSCS Mem	Report	Daniel Friedman	Membership Committee
09:25	SSCS CC	Report	Stefan Rusu	Chapters
09:40	SSCS AdCom	Report	Kathy Wilcox	Women in Circuits
09:50	SSCS AdCom	Report	Kathy Wilcox	Diversity Ad Hoc
10:00	SSCS AC	Report	John Corcoran	Awards/James D. Meindl Fund
10:15	SSCS GOLD	Report	Zeynep Lulec	Young Professionals
10:30	SSCS AdCom	Report	Kenneth O	Councils, Committees, and Initiatives
10:45	SSCS AdCom	Discussion	All	New Business/Open Discussion
11:15	SSCS AdCom	Report	Terri Fiez	Financial Implications of this Meeting
11:30	SSCS AdCom	Motion	Kenneth O	Adjourn