IEEE Solid-State Circuits Society

Administrative Committee Minutes

Held on 17 February 2013

Marriott Marquis Hotel, 55 Fourth Street, San Francisco, CA

Notice for next meeting:

August 12, 2013: AdCom will meet at the Cambridge Marriott Hotel in San Cambridge, MA

Part A: Summary of Motions

*Motion 1:* To approve the minutes of the Adcom meeting in August 2012. The motion passed.

*Motion* 2*:* 2014 JSSC page budget proposal for 3200 pages. The motion passed.

*Motion 3:* JSSC/Scholar One budget request for one time additional $15K for 2013 plus $5k increase for 2014 over 3200 page budget. The motion passed.

*Motion 4:* Mike Flynn as JSSC Editor in Chief from 8/1/2013 to 7/31/2016. The motion passed.

*Motion 5:* 2014 Solid-State Circuits Magazine page budget proposal of 400 pages. The motion passed.

*Motion 6*: To advance $600k for ISSCC 2014. The motion passed.

*Motion 7:* Gold Volunteer Travel Grant Award for ISSCC 2014 for 3-5 travel grants up to $1500 each for a total $5K. The motion passed.

*Motion 8:* Distinguished Lecture budget request of $50K for 2014. Motion passed.

*Motion: 9* Make a limited number of travel awards available to new chapter chairs to attend chapter luncheon meeting at ISSCC, ESSCIRC or ASSCC conferences. Request an increase of $6k to 2013 budget. The motion passed.

*Motion10:* To approve $5k incremental expense in 2013 for 100 promising student gift memberships to IEEE and SSCS. The motion passed.

Part B: Meeting Minutes

Meeting Attendance Trudy Stetzler

a.) Voting members present

|  |  |  |
| --- | --- | --- |
| Jake Baker  Arya Behzad Bill Bidermann  Shekhar Borkar Bernhard Boser Tzi-Dar Chiueh John J. Corcoran  Franz Dielacher | Christian Enz Glenn Gulak Hideto Hidaka Peter Kinget Rakesh Kumar Tadahiro Kuroda H.S. Lee  Domine Leenaerts | Kofi Makinwa  Boris Murmann  Ken O  Michael Perrott Stefan Rusu Jan Van der Spiegel Trudy Stetzler  Roland Thewes  Bill Redman-White |

b.) Voting members absent

|  |  |  |
| --- | --- | --- |
| Michael Flynn Tohru Furuyama  Bram Nauta |  |  |

c.) Non-voting members present

|  |  |  |
| --- | --- | --- |
| Bryan Ackland  Elad Alon  Tom Andre  Emre Ayranci  Mike Beunder Tony Chan Carusone Anantha Chandrakasan  Wanda Gass | Bruce Hecht Makoto Ikeda Dick Jaeger Mike Kelly Alvin Loke Mary Lanzerotti  Tom Lee  Shahriar Mirabbasi | Un-Ku Moon Katherine Olstein Takayasu Sakurai  Willy Sansen  Charlie Sodini Ian Young |

d.) Non-voting members absent

|  |  |  |
| --- | --- | --- |
| David Scott Lew Terman Vivek Tiwari Darrin Young |  |  |

1. WELCOME AND INTRODUCTIONS Rakesh Kumar

The meeting was called to order by SSCS President Rakesh Kumar and the committee was introduced. Rakesh stated good news about 2012 Conferences. His slides are posted on the web (see link from the web agenda tool).

1. Publications
   1. ESS-CDC Phase 1 unanimously approved by IEEE TAB Periodicals Review Committee (2/14/13)
2. Membership Activities
   1. Formulating Member Value…increasing Memberships
   2. New Chapter formation
   3. Member Discounts at SSCS conferences
   4. Women in Engineering Rep - Wanda Gass
3. Technical Activities
   1. Webinars
   2. DL “Mini Colloquia” / Workshop
4. Strategy
   1. Strategic Planning Initiated - Bill Bidermann
5. “Administrative”
   1. On-Budget
   2. Mike Kelly on board April 2nd.
6. Meeting 3 key objectives identified in 2012:
   1. Enhancing Member Value
   2. Increasing Global Outreach
   3. SSC Vision in 2020
7. Key areas for focus for 2013:
   1. Increase Value to existing Members
   2. Increase Student Members

2. APPROVAL OF MINUTES Trudy Stetzler

Trudy Stetzler made a motion to approve the minutes for the last Adcom meeting:

*Motion* 1*:* To approve the minutes of the Adcom meeting in Aug. 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. Received unexpected revenue creating a larger than expected surplus for 2012. The 2013 surplus should be closer to budget since we are being much less conservative in budget estimate. Expect a surplus of $200k-$300K for 2013. One item of concern is that all SSCS sponsored conferences are seeing a decline in educational session attendance which could impact the surplus. His slides are posted on the web (see link from the web agenda tool).

5. PUBLICATIONS COMMITTEE REPORT Glenn Gulak

Glenn Gulak introduced the presenters for the JSSC, SSCS Magazine, Journal of Exploratory Solid-State Computational Devices and Circuits Proposal Update, and the RFIC Virtual Journal Update. The slides are posted on the SSCS web page.

A. JSSC Report Un-Ku Moon

Un-Ku Moon gave an update on the Journal of Solid-State Circuits. His slides are posted on the web (see link from the web agenda tool).

*Motion* 2*:* 2014 JSSC page budget proposal for 3200 pages. Motion passed.

*Motion 3:* JSSC/Scholar One budget request for one time additional $15K for 2013 plus $5k increase for 2014 over 3200 page budget. Motion passed.

*Motion 4:* Mike Flynn as JSSC Editor in Chief from 8/1/2013 to 7/31/2016. Motion passed.

B. EES-CDC Report Ian Young

Ian Young reported on the ESS-CDC (IEEE Exploratory Solid-State Computation Devices and Circuits) open access topical journal. Added $15K to budget to cover startup costs. His slides are posted on the web (see link from the web agenda tool).

B. Magazine Advisor Board Richard Jaeger

Richard Jaeger gave an update on the Solid-State Circuits magazine. His slides are posted on the web (see link from the web agenda tool).

*Motion 5:* 2014 Solid-State Circuits Magazine page budget proposal of 400 pages. Motion passed.

D. RFIC Virtual Journal John Long

John Long reported on the RFIC Virtual Journal. First issue available in December and is quarterly. His slides are posted on the web (see link from the web agenda tool).

*Action*: Staff directive to make sure there is a link from SSCS webpage to the journal

6. MEETINGS COMMITTEE REPORT Ken O

Ken O. presented the performance metrics for the conferences. He cautioned the number of papers submitted to CICC declining and needs to be watched. Another concern is to make sure the conferences are attracting industry papers. His slides are posted on the web (see link from the web agenda tool).

*Motion 6*: To advance $600k for ISSCC 2014. The motion passed.

1. ISSCC REPORT Anantha Chandrakasan

Anantha Chandrakasan reported on the ISSCC. Noticed a decline in educational session attendance (Forum/Short course). His slides are posted on the web (see link from the web agenda tool).

1. VLSI Symposia Charlie Sodini

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

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. A-SSCC Takayasu Sakurai

Takayasu Sakurai reported on the A-SSCC. His slides are posted on the web (see link from the web agenda tool).

7. MEMBERSHIP COMMITTEE Tzi-Dar Chiueh

Tzi-Dar Chieuh reported on the membership status and improved member benefits. 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)

8. GOLD COUNCIL REPORT Emre Ayranci

Emre Ayranci reported on GOLD activities. His slides are posted on the web (see link from the web agenda tool).

*Motion 7:* Gold Volunteer Travel Grant Award for ISSCC 2014 for 3-5 travel grants up to $1500 each for a total $5K. Motion passed.

9. DISTINGUISHED LECTURERS REPORT Domine Leenaerts

Domine Leenaerts reported on the Distinguished Lecture Program activities. His slides are posted on the web (see link from the web agenda tool).

*Motion 8:* Distinguished Lecture budget request of $50K for 2014. Motion passed.

10. CHAPTERS COMMITTEE REPORT Jan van der Spiegel

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

New Initiative: Outstanding Chapter Project award to recognize and publicize an outstanding special event or project.

*Motion: 9* Make a limited number of travel awards available to new chapter chairs to attend chapter luncheon meeting at ISSCC, ESSCIRC or ASSCC conferences. Request an increase of $6k to 2013 budget. The motion passed.

11. SSCS Web Site Update Stefan Rusu

Stefan Rusu reported on the SSCS Web Site Update. His slides are posted on the web (see link from the web agenda tool).

12. Membership Drive at ISSCC Peter Kinget

Peter Kinget reported on the SSCS membership drive activities. His slides are posted on the web (see link from the web agenda tool).

13. Nominations Committee Bernhard Boser

Bernhard Boser reported on the nominations committee activities. 15 Elected AdCom members. Only 2 from Asia. Let Bernhard Boser know if you have a nominee from Asia. His slides are posted on the web (see link from the web agenda tool).

14. Awards John Corcoran

John Corcoran reported on the Awards committee activities. There were two professors with two Predoctural award winners. In future, plan to limit to two maximum. His slides are posted on the web (see link from the web agenda tool).

15. Woman in Engineering Wanda Gass

Wanda reported on Woman in Engineering charter, scope of interest, and structure. Questions on cost and whether this should be a society initiative beyond present budget or find a way to help through IEEE. Estimate from a professional recording is about $500 per 1 hour session so estimate is this could be done for $10-15K. IEEETV would be $1000 per minute (commercial grade TV). Get more details on the costs involved and revisit in August. Her slides are posted on the web (see link from the web agenda tool).

Resolution to support the initiative as proposed below:

Be it resolved to investigate the best way to support filming of High Tech High Heels Physics Camp for Girls lecture segments to support wider deployment of the camps to increase underrepresented populations entering the engineering degree programs.

Resolution passed.

16. INTRODUCTION TO COUNCILS Rakesh Kumar

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

1. Engineering Technology Management Council Mike Beunder

Mike Beunder reported on the Engineering Technology Management Council. Changing back to Management Society. His slides are posted on the web (see link from the web agenda tool).

1. NanoTechnology Council Elod Alon

Elod Alon reported on the NanoTechnology Council. His slides are posted on the web (see link from the web agenda tool).

1. IEEE Technical Committee on RFID Shahriar Mirabbasi

Shahriar Mirabbasi reported on the IEEE Technical Committee on RFID. His slides are posted on the web (see link from the web agenda tool).

17. Strategic Goals Discussion Bill Bidermann

Bill Bidermann reported the status of the strategic goals identified in the August 2012 meeting. He also presented possible new goals. His slides are posted on the web (see link from the web agenda tool).

*Action*: Staff directive to investigate and capture historical records of past award winners that are missing as a web page.

*Motion10*: To approve $5k incremental expense in 2013 for 100 promising student gift memberships to IEEE and SSCS. Motion passed.

18. SSCS Representatives to IEEE Life science initiative Bruce Hecht

Bruce Hecht reported on the status of the status of the Life Science initiative. His slides are posted on the web (see link from the web agenda tool).

*Question*: If an IEEE Life Sciences Council is formed, is SSCS interested in taking an active role in the council? Vote was affirmative.

Taken as a strategic goal for the August meeting under Bruce Hecht. Anyone interested in participating contact Bruce.

19. 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:

added 15K for JSSC/Scholar One

New chapter initiatives +6K

New student membership 5K

Total increase is 27K

ISSCC expects close to budgeted 315K surplus

Expect approx 200K surplus

2014 implications:

JSSC/Scholar One additional 5K

JSSC page increase +7K

Launched ESS-CDC +15K

GOLD travel 5K

DL budget of 50K (+5K)

New chapter initiatives +6K

New free IEEE/SSCS membership 5K

Total impact +48K

20. NEW BUSINESS (none)

21. ADJOURN Rakesh Kumar

The meeting was adjourned at 5:20PM

Submitted by

Trudy Stetzler

Secretary