



**ExCom Meeting Minutes – February 4, 2009**

Held at Cogswell College, Sunnyvale, CA

Attendance: 34 – See attached attendance list.

Section Chair Roxsana Hadjizadeh called the meeting to order at 6:01 PM

**Agenda**

- Agenda was approved as submitted.
- Last meeting minutes of January 7, 2009 rev. 2 were approved without changes.

**IEEE SCV Invitations to the SVEC Banquet February 19, 2009**

- This report was moved ahead of schedule to allow Jack to leave the meeting early.
- The list of invited officials was presented by Jack Berg. As of Monday, 2-9-09 five people accepted the full program, one for reception only, and one for program only. We are awaiting four additional RSVPs.
- The agenda for the SVEC Banquet:
  - 5:30 - 6:30 Reception
  - 6:30 -7:10 Dinner
  - 7:10 -9:30 Program
- Jack will prepare and distribute FAQs on IEEE to each SCV ExCom attendee. He may also prepare questions for officials.

**Chapter Reports**

- **Circuit and Systems Society (CAS)**
  - Mark Hooper, Chapter Chair, presented the report which named chapter officers and the chapter's financial status. The Chapter has 2,739 active members. This includes 52 Fellows, 25 Life Fellows, and 248 Senior Members.
  - A summary of CAS Chapter 2008 activities, technical talks, publications and 2009 plans were presented.
- **Electromagnetic Compatibility Society (EMCS)**
  - Ken Renda, Chapter Vice Chair, presented the report which named chapter officers and the chapter's financial status (149 members).
  - The EMCS Chapter invited students in early January from the SCV Section and offered to sponsor the first 25 students for IEEE membership. Unfortunately, no students showed up. It was suggested to invite the students in October or November to get a better response.
- **Engineering in Medicine and Biology Society (EMBS)**
  - Ken Doniger, Chapter Webmaster, presented the report which named chapter officers and the chapter's financial status. An average of 40 members attend monthly chapter technical meetings.



## Officer Reports

- **Chair Reports – Roxsana Hadjizadeh**
  - ExCom members were asked to come up with ideas to help increase our section membership. CNSV (Ken Parnell and John Gale) presented ideas for helping our members during a recession.
  - CNSV requested seed money of \$20K to use for sponsoring seminars and workshops for our members. Details for this program will be presented within 30-60 days.
  - The three representatives for SFBAC are:
    - Ram Sivaraman (secretary),
    - Tom Coughlin (first delegate) and
    - Fred Jones (second delegate).
  - The Central Area Spring Meeting was announced by Tom Coughlin. This meeting will be an all day event at UC Santa Cruz on March 28th.
  - A report on the IEEE 125<sup>th</sup> Anniversary Celebration was given by Ram Sivaraman. It will be held on September 16, 2009 from 6:00-9:00 PM at the San Jose DoubleTree Hotel. About 400 people are expected to attend this activity. Hors d'oeuvres will be served. It was moved by Tom Coughlin and seconded by Dick Ahrons to allocate \$8,100 from the SCV Section for this celebration. The motion was passed unanimously.
  - A status report on the 2011 Section Congress to be held in San Francisco was given by Roger Hoyt. The date will be August 19-22, 2011.
  - 2009 Officers training feedback – The training was good and the Section thanks Min Hua for all of his efforts.
  - SVEC Engineering Banquet – The report from Jack Berg was given earlier in this meeting. 33 members and 14 spouses are signed up to attend. It was moved by Tom Coughlin and seconded by David Craven to buy a fourth table for an additional \$750. The motion was passed unanimously. Roxsana will determine who will be attending from the Section ExCom and Chapter Officers.
  
- **Vice Chair Report – Allen Earman**
  - Reports from all but 4 chapters were received (APS, CIS, EMC, and VT)
  
- **Secretary Report – Mohamed Sayed**
  - The Attendance List was passed around and members who were present last month checked off their names. Other members added their names and email addresses. This list will be updated each meeting. Mohamed will be working to finalize the Listserve09 by the end of February 2009.
  
- **Treasurer Report – Mark Hooper**
  - There were not many activities during January 2009. As of Sunday, February 3<sup>rd</sup>, 26 out of 31 chapters submitted L-50 reports. January's budgeted expenditures were \$3,675 and actual expenditures were \$5,891.55.



**Committee Reports:**

- **GRID Editor** – Paul Wesling was not present.
- **PACE Chair** – Ram Sivaraman did not have a report.
- **GOLD Chair** - Stephen McInerney
  - Education activities and seminars with technical speakers were presented
  - GOLD volunteered to help with K-12 activities
  - SCV budgeted \$2,000 for GOLD chapter activities over the year, to be given quarterly in \$500 increments.
- **Engineering Milestone Coordinator** – Dick Ahrons
  - HP-35 (Dave Cochran) No progress was made by HP in setting the date for the plaque ceremony. One possible idea is to have it the same week as the IC-50. ExCom members recommended having it at some other time.
  - Dick received a bronze plaque that was made to celebrate this milestone. The next step is to design and order the granite pedestal.
  - The 8 page color handout is out for bid with Marcelo, who has been slow to respond. We may have to go elsewhere. Min has volunteered to do the graphics for the first page.
  - The event is being finalized. Two panelists, one for Bell Labs and one for RCA Labs, have not yet been identified for May 6<sup>th</sup>. May 8<sup>th</sup> AM and PM speakers are finalized. Secondary details and PR is in progress. Paul has agreed to give GRID support.
  - ARPA NET Stanford – (Tom Coughlin) Tom received an email from Simon Wong of the Stanford EE Department concerning the placement of the milestone plaque. Tom requested that someone else needs to follow through. Mohamed Sayed (parent of a Stanford alumnus) volunteered to take on this task and call/meet with Simon to finalize the situation. Mohamed will be updating the ExCom at the next meeting on March 4<sup>th</sup>.
- **SCV Section Webmaster** – Min Hua
  - The VTS chapter website has been revamped to a new design and updated with new information.



- **Senior Member Advancement Chair** – Jack Berg
  - This report was given earlier in the meeting.
  - Two night meetings will be held 6:30-8:30 PM in July and December 2009. The location is the Executive Board Room at Cogswell College.
  - Applications will be screened at the meeting and applications/references will be submitted afterwards.
  - Jack needs 2-3 volunteers to help out.
  
- **Nominations and Awards Chair** – Dan Oprica.
  - Dan filled out and submitted an application for a member of the SCV Chapter for Fellow.
  
- **SAC Chair & University Student Groups** – David Craven
  - David met with a few officers during the Officers Training Meeting in January and sent out emails to each student chapter (except for Cogswell College and UC Santa Cruz).
  - He is meeting with the Stanford group the weekend of February 7<sup>th</sup>.
  - SCU and SJSU are arranging for a meeting.
  - David's purpose is to check in with these groups (meet the people), get a sense of their membership and the level of their activity and to reaffirm SCV's role in supporting them in the successful development of vibrant Student Chapters.
  
- **Membership Chair** – Slava Mach
  - Slava passed out three information sheets from the Region and asked if anyone wants to add their name on the back so he can email it to Region.
  
- **Educational Activities Chair** – Ken Doniger .
  - No report
  
- **K-12** –Lee Colby
  - RAFT (Resource Area for Teaching) is very excited to be starting a discussion on how the SCV Section can help teach science to teachers. SCV will help in judging three Robotics contests to be held in Santa Clara.
  - Other projects are:
    - A reversible PEM fuel cell
    - Required pressure to fill a 16 gallon tank
    - Have your own hydrogen source in your garage
  
- **Chapter Reports Scheduled for March 4, 2009 meeting:**
  - 1. Santa Clara University SCU
  - 2. Power Electronics Society PELS
  - 3. Joint Power Engineering & Industry Applications Society PES/IAS



4. University of California at Santa Cruz

UCSC

- **The meeting adjourned at 8:45 PM.**
- **Next Meeting: Wednesday, March 04, 2009 at Cogswell College Board Room**

**Respectfully submitted by SCV Secretary, Mohamed Sayed**



Name	Chapter Affiliation	Senior Member	Fellow	E-Mail
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