



ExCom Meeting Minutes – January 7, 2009

Held at Cogswell College, Sunnyvale, CA

Attendance: 19 – *See attached attendance list.*

Section Chair Roxsana Hadjizadeh called the meeting to order at 6:08 PM

Agenda

- Agenda approved without changes.
- Last meeting minutes of Dec 3, 2008 rev. 2 were approved without changes.
- Introduction of 2009 new board members:
 - Attendees introduced themselves starting with Roxsana as the new Chair and moving counterclockwise, ended with Dr. Hamid Berenji.

Chapter Reports from December

- **Computational Intelligence Society (CIS)**
 - Dr. Hamid Berenji presented the CIS chapter report.
 - Two chapter meetings occurred in 2008.
 - There are 90 members, and CIS has a bank account of \$500.
 - Problems with the CIS bank account were discovered and resolved last month.
 - Volunteers will help in the Short Course planned for 2009. Roxsana mentioned that the CIS Chapter can present the Short Course Budget at a future ExCom meeting and if necessary, obtain seed money for it.
 - CIS Officers for 2009:
 - Chair - Maryam Naghibzadeh
 - Vice-Chair, Treasurer – Dr. Hamid Berenji
 - Secretary - Dr. Edward Katz

Officer Reports

- **Chair Reports – Roxsana Hadjizadeh**
 - Opening remarks – Roxsana Hadjizadeh – *see attached report.*
 - SFBAC Rep (two reps) – Ram Sivaraman and Tom Coughlin.
 - SFBAC Treasurer: It is SCV's turn to replace the past Treasurer Dan Sparks. Allen Earman will become Treasurer for 2009.
 - IEEE 125th anniversary celebration – scheduled for early Fall 2009 – Tom Coughlin / Ram Sivaraman
 - IEEE Headquarters will be paying for this event.
 - Dates: undecided (probably between mid-Sept to early Oct. 2009)
 - SCV Section is the largest IEEE Section worldwide
 - Officer's training – 2009 – Scheduled for Jan 24th at Michael's at Shoreline – Min Hua already mailed invitations to Chapter officers of the SCV Section.
 - SVEC Engineers Banquet – John Gale was not present
 - It was moved by David Craven and seconded by Allen Earman that the SCV Section will sponsor 4 tables (40 attendees), at a total cost of \$3,000 for the SVEC Engineers Banquet. The event date will be February 19,



2009. The location will be the San Jose Doubletree Hotel. There was a lively discussion and the motion was approved unanimously at 7:10 PM. The attendees will be from the government and the press. Dan Oprica will coordinate the attendance of chapter officers and section officers. A check for \$3,000 was written to Dan for the 4 tables. Another check was written for \$2,000 to be used for two \$1,000 / each scholarships. Government guests will be recommended by the CPMT chapter and invitations will be written by Roxsana. ExCom members are invited on a first come, first serve basis. Spouses will be waitlisted.

- Action Item for the SCV Secretary
 - A list of Chapter and Section Officers should be e-mailed to the SCV Chair to use for invitations.

- **Vice Chair Report – Allen Earman**
 - Three chapters have not yet requested their rebate checks. Interest rates went down from 3.5% to 2.65%.

- **Secretary Report – Mohamed Sayed**
 - Mohamed presented a draft template for **Annual Chapter Reports** (*attached*). PowerPoint slides can be used by presenters in addition to filling out the report template. A draft template for **Committee Chair Reports** was also presented (*attached*). Mohamed requested that these reports be completed and e-mailed back to him and Roxsana prior to each monthly ExCom meeting.

- **Treasurer Report – Mark Hooper**
 - Current Financials – Mark presented the report with Allen's help. The end of the year surplus was \$10,738 from revenue, and \$17,994 from expenses. Thus the total surplus was \$28,733.
 - 2008 L50 – L50 Reports need to be completed and sent to Mark before January 31, 2009.
 - Rebate status – All but 3 rebate checks were given to chapters.

Committee Reports:

- **GRID Editor** – Paul Wesling was not present.

- **PACE Chair** – Ram Sivaraman mentioned that a technical talk will be given at Cadence Design Systems in San Jose in April 2009. Ram will assist engineers who are looking for jobs. Linked-In for IEEE-SCV will be completed by March 2009.

- **GOLD Chair** - Stephen McInerney was not present.



- **SCV Section Webmaster** – Min Hua presented the new webpage and discussed its merits. The names of SCV Section Chairs from 1975-2008 will be shown on the webpage. Any help with identifying these names for the website will be appreciated.

- **Engineering Milestone Coordinator** – Dick Ahrons
 - HP-35 milestone was described for the banquet.
 - IC@50 milestone– Part I will be held on Wednesday, May 6, 2009, at Fairchild Semiconductor in San Jose and the plaque will be given at 4:00 PM. SCV will coordinate this event. Part II will be held on Friday, May 8th. This will be the main event. The speaker is confirmed for a one hour talk before going the tour of the *Tech Museum of Innovation* in San Jose.

- **Senior Member Advancement Chair** – Jack Berg will present a report next month.

- **Nominations and Awards Chair** – Dan Oprica is collecting information and computer printouts for the SVEC Engineering Banquet in February. He will report on this event at the next ExCom meeting.

- **SAC Chair & University Student Groups** – David Craven will present a report at the next ExCom meeting

- **Membership Chair** – Slava Mach presented IEEE members in bay area through November 2008 . They are: Oakland-East Bay Section = 4,105 member. San Francisco Section = 2,056 member. And Santa Clara Valley Section = 13,076 member.

- **Educational Activities Chair** – Ken Doniger was not present.

- **K-12** –Lee Colby was not present.

- **Chapter Reports Scheduled for February 4, 2009 meeting:**
 - 1. Circuits & Systems Society CAS
 - 2. Electromagnetic Compatibility Society EMCS
 - 3. Engineering in Medicine & Biology Society EMBS

- **The meeting adjourned at 8:20 PM.**

- **Next Meeting: Wednesday, February 04, 2009, Cogswell College Board Room**

Respectfully submitted by SCV Secretary, Mohamed Sayed



Name	Chapter Affiliation	Senior Member	Fellow	E-Mail
Allen Earman	SCV-Vice Chair	X		aearman[at]ieee[dot]org
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Dick Ahrons	CNSV	X		ahrons[at]alum[dot]mit[dot]edu
Ed Aoki	CPMT	X		e[dot]aoki[at]ieee[dot]org
Hamid Berenji	CIS		X	berenji[at]iiscorp[dot]com
John Berg	Nano	X		ieeenano[at]gmail[dot]com
Jonathan David	PACE/ GOLD	X		jbdavid[at]ieee[dot]org
Ken Renda	SCV-EMC	X		Ken[dot]w[dot]renda[at]lmco[dot]com
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Roger Hoyt	MAG		X	Roger[dot]hoyt[at]sbcglobal[dot]net
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