SCV ExCom Meeting Minutes – October 6, 2010
Cogswell College, Sunnyvale, CA

Attendance Count: 28 (***see Attendee Roster at end of these minutes***)

ExCom Officer Attendance		
Allen Earman	Chair	Present
Kim Parnell	Vice Chair	Present
office vacant at start of meeting; Fred Jones was appointed interim Treasurer during the meeting	Treasurer	Present (Fred Jones)
Brian A. Berg	Secretary	Present

Allen Earman called the meeting to order at 6:10pm.

Opening Remarks (Allen Earman)
The meetings have been getting quite long. One solution would be to have an additional monthly meeting reserved just for chapter reports. This approach may be considered by next year's Chair.

September Meeting Minutes (Allen Earman)
Allen asked if there were any objections to acceptance of the minutes from the 1 September 2010 meeting as circulated on the listserver and posted on the SCV website prior to this meeting. Hearing no objections, the minutes were accepted.

October Meeting Agenda (Allen Earman)
Allen asked if there were any changes to the second agenda that had been circulated prior to the meeting. A change was requested by Allen himself re: scheduling the GOLD report earlier in the meeting. The agenda was accepted as thereby updated.

PACE Update (Tokunbo Ogunfunmi)
- Only one request for money has been received so far this year
- Region 6 has PACE money that can be tapped into

Appointment of Interim Section Treasurer (Allen Earman)
- Allen announced that Mohamed Sayed had tendered his resignation as SCV Treasurer on Sept. 29 due to heath issues related to family members as well as himself
- Allen announced that past SCV Treasurer and Chair Fred Jones has offered to replace Mohamed Sayed as Treasurer for the remainder of the year, and to help transition the 2011 Treasurer. Fred was thanked for this kind offer.
- After asking for and hearing no objections, Allen declared Fred's appointment as SCV Treasurer to have been ratified by the attendees, and he thereby immediately assumed the duties as SCV Treasurer through the end of 2010. Fred was given a warm round of applause.

Chapter Report #1: PhotonicsSociety (PS) Chapter (Bob Herrick, Past Chair)
- Bob reviewed the current chapter officers
- Financials provided: $6880 in the bank
- Local chapter members: 324

- The chapter had a number of tours this year, including Applied Materials and SLAC
- There also was a laser history event

Chapter Report #2: Joint Power Engineering Society & Industry Applications Society (PES/IAS) Chapter (Fred Jones, Treasurer)

- Fred reviewed the current chapter officers
- Financials provided: $4355 in the bank
- Local chapter members: 343 (PES) + 192 (IAS) = 535
- Four meetings will be held this year, including a joint meeting with the ComSoc re: Smart Grid

Chapter Report #3: Power Electronics Society (PELS) Chapter (Matthew Senesky, Chair)

- Matthew reviewed the current chapter officers
- Financials provided: $3646 in the bank
- Local chapter members: 202
- The chapter meets on the 3rd Wed. at National Semiconductor 8 times each year
- Typical attendance is 20-50
- The PELS chapter had gone dormant four years, but Ari Schrager revived it

GOLD Update (Trevor Meyerowitz, Vice Chair)

- Trevor reviewed recent events, which included a volunteer information night in Jan., a RAFT (Resource Area for Teachers) event, and an upcoming social bowling event
- Next year's events will include a volunteer information night in January and a career development night in Feb.
- The chapter is still looking for a Chair

Formula-Hybrid@SJSU Update (Michael Bella, Electronics Group Leader for Formula-Hybrid@SJSU)

- Michael reviewed the efforts for this year's new vehicle, including
    - Building a motor controller to give better performance due to lower weight and better power handling capability – and this process allows the students to learn power electronics and control systems
    - Data acquisition system based on a single-board Reconfigurable I/O (RIO) donated by National Instruments which will adjust the suspension and drive train, and communicate with the batteries
- Altogether, these efforts are expected to produce a higher performing vehicle
- The total mechanical and electrical vehicle cost is $20,000
- At this point, $7000 more is needed for the electrical system
- Last year's vehicle is being used as a test bed while the new vehicle is being built
- Last year's vehicle came in second in its class (and it ended up being electric-only), but the new vehicle will be truly hybrid
- It recognition of our substantive support for last year's team, and that we would expect to give more support in the new year, Tom Coughlin made a MOTION to provide Formula-Hybrid@SJSU with $2500, and Brian Berg SECONDED the motion. Motion TABLED (see next section).

- Since we were not fully aware of our finances due to the Treasurer transition situation, Dick Ahrons made a MOTION to table the earlier motion, which was SECONDED by Ed Aoki. The motion PASSED with three no votes. Hence, the earlier motion was tabled, and it will be revisited at the November meeting.

EMC Mini-Symposium Update (Caroline Chan)
- The EMC Mini-Symposium that was held on Sept. 23-24 attracted 54 attendees this year (as compared with 70 last year)
- The event showed a net surplus of $10,528
- The check for the $8000 loan to help EMC cover costs, which was approved at the Sept. SCV meeting, was never cashed, so EMC does not need to refund this amount
- EMC thanked the Section for writing the check anyway

Discussion of Proposal re: Silicon Valley PhotoVoltaics Society (SVPVS) (Bob Herrick, Photonics Society Chapter Past Chair)
- SVPVS is an <u>independent technical society with no affiliations</u> or membership dues
- It was founded, and is run, by a single PARC employee (Jurgen Daniel), without assistance or guiding committee (website is www.svpvs.org)
- It holds monthly meetings at PARC in Palo Alto which attract 50-140 attendees, an audience larger than that of almost all of our chapters
- The solar energy talk topics are of interest to an IEEE audience, and Jurgen has asked if the IEEE would "take over SVPVS"
- The SVPVS addresses a sub-area relevant to the Photonics Society (PHO), the Electron Device Society (EDS), the Power Engineering Society (PES) and the Nanotechnology Council (NANO)
- Bob proposed that ways to form a special interest group or council be explored so that the IEEE could take on sponsorship.
- Kris Verma explained how the Nano Council was formed as a kind of reference
- Such a sponsorship would only need to be approved at the Section level
- A council is typically sponsored by a technical society (e.g., 5 chapters are associated with the Nano Council)
  - ***Post-meeting comments from Paul Wesling:*** *An IEEE Technical Council is formed by a number of Technical Activities Board (TAB) Societies to address a topical area that is best covered jointly – this is done world-wide. Examples of this from the recent past are the Nanotechnology Council and the Technology Management Council, both of which have Chapters. Our Section could form a joint-Society chapter and call it, for example, our "Photovoltaics (PV) Chapter." This is similar to what Phoenix did with its Waves and Devices Chapter. Any society or council chosing to join would be its "members" and would delegate to the PV Chapter the responsibility for covering this field for all of them. The PV Chapter would then be another chapter for each of the participating Societies or Councils, which may further support it financially and/or technically.*
- Tom Coughlin made a motion for $500 seed funding so that Bob Herrick can coordinate an advisory committee to explore how a council or some other entity could be formed based on the SVPVS. Frank Nothaft SECONDED the motion. The motion PASSED unanimously. [It was reminded that Fred Jones would need to write this check.]

- Matthew Senesky said that his Power Electronics chapter could indeed be one of the sponsoring chapters

Chapter Report #4: Product Safety Engineering Society (PSES) Chapter (Gary Eldridge, Treasurer)

- Gary reviewed the current chapter officers
- Financials provided: $1474 in the bank
- Local chapter members: 120
- Recent meeting talk topics included electric vehicle safety and issues re: obtaining rare earth elements
- The meet each 4th Tue. at Applied Materials; attendance ranges from 10-30

Section Financial Audit Update (Allen Earman)

- We received the results of the audit for CY-2009
- All transactions tested during the audit:
  - Were in compliance with applicable IEEE Policy and Procedures except that several Chapters did not submit W-9 and/or 1099 forms for payments made
  - Were adequately supported by appropriate documentation
  - Contained numbers whose accuracy met all standards
  - Contained meeting minutes that met all standards

SFBAC Meeting Report (Allen Earman, SFBAC Chair)

- The most recent meeting was on Monday night
- All summer picnic costs were settled
- There will be a rebate to the sections, but not until next year since we don't know the Region 6 assessment for SC2011 or the cost of the new officer training in January
- The current funds are at $39,000, which is below the level at which monies must be rebated to the sections

Region 6 Operating Committee (OpCom) Meeting Report (Allen Earman)

- Meeting held Sept. 24-25 in Salt Lake City
- Allen recalled the Feb. Region 6 meeting held in Burlingame at which the OpCom voted to increase an assessment of each region member from $1 to $3 to cover "shortages," and that he voted against this. Allen reported an August ruling by the MGA Board that this assessment was deemed to have no justification.

Central Area Meeting Report (Allen Earman and Roger Hoyt for Ram Sivaraman, Region 6 Central Area Chair)

- Ram attended the Central Area meeting held on Sat., Oct. 2, at Cal State, Sacramento. In attendance were 28 students (including 4 from Hawaii) who attended new student officer training, the focus of the fall area meeting. (Just as our January officer training is intended primarily for officers of society and affinity group chapters, this training event is intended primarily for officers of student branches.)
- Many of the Region 6 Central Area Awards were presented at the Central Area meeting.

Central Area Awards and Advancement Chair Roger Hoyt (left) presented SCV Section Chair Allen Earman with the Region 6 Central Area Outstanding Section Award, which read "For outstanding membership, membership development, chapter activities, support of member's career development, student chapters, and education in the local community."

- Roger Hoyt read the complete list of Region 6 Central Area awards:
    o Outstanding Engineer: Douglas W. Handran, P.E., Oakland East Bay
    o Outstanding Leadership & Prof. Service: Prasad Chaparala, Santa Clara Valley
    o Outstanding Section: Santa Clara Valley
    o Outstanding Corporate Service to Engineering Community: Google
    o Outstanding Student Branch: San Jose State University
    o Area Director's Special Awards: Kris Verma, and the University of Nevada/Reno Student Chapter

Roger Hoyt (left) presented Kris Verma with the Region 6 Central Area Director's Special Award, which read "For sustained ongoing contributions to the IEEE in the Region 6 Central Area and the IEEE NanoTechnology Council."

- At the Central Area Meeting, the Outstanding Student Chapter award was presented to San Jose State Univ., and the Area Director's Special Award was presented to the University of Nevada, Reno.
- A new vTools feature was discussed which accepts credit card transactions through PayPal and links them to the CBRS. This is a capability for which we have been waiting a long time.
    o Ram will talk more about this at the Nov. ExCom meeting
    o Since he is quite familiar with it, Ram offered to lead a vTools training session at our new officer training event next January

Sections Congress 2011 Report (Tom Coughlin, SC2011 Chair; Roger Hoyt, Local Organizing Committee Chair)
- The visit to the Computer History Museum (CHM) is scheduled for Sun., Aug. 21
- It is hoped that Vint Cerf will be given the Central Area *Outstanding Corporate Service to Engineering Community* Award on behalf of Google during the CHM event, and that Google will fund the CHM event
- Instead of an event like the SFBAC picnic in 2011, a lunch at the CHM could be sponsored during the day on Aug. 21
- It is hoped that there will be tables manned by society volunteers at the CHM
- Fundraising efforts for SC2011 so far include Marvell ($50K), Boeing ($20K) and Southern California Edison ($2500)
- It was suggested that *Spectrum* magazine advertisers and Stanford's John Hennessey be approached
- Ken Doniger has sent communication to R6 Student Chapters about SC2011

Women in Engineering (WiE) Affinity Group (Allen Earman)
- Due to the inactivity of the local WiE chapter, Allen said that the section could "reclaim" it and provide direct oversight
    - The section could then appoint a Chair, and WiE would be a line-item in our budget
- WiE may need a co-sponsor, and it needs young members
- 57% of the undergrads in the country are women
- 9% of IEEE's worldwide members are women
- Dick Ahrons said that half of the local Computer Society chapter's members are women, and that he did not feel that they would have an interest in a separate chapter

Survey Results (Kim Parnell)
- Kim discussed the results of two recent SurveyMonkey surveys that he initiated
- Only 47 out of 12,000 in the Section completed the survey, as compared with 56 of 204 Consultants' Network (CNSV) members who completed a similar survey
- Results from two questions that were included in both surveys are as follows:
    - Respondents who voted for IEEE President: 72% (SCV), 75% (CNSV)
    - Additional Xplore DB access options needed: 43.5% (SCV), 66% (CNSV)

Section Election Update (Lee Colby, Nominating Committee Chair)
- Lee announced the nominees at this point, which are:
    - Chair: Kim Parnell
    - Vice Chair: Brian Berg
    - Treasurer: Karl Mathia
    - Secretary: Ed Aoki, Jay Banwait
    - PACE Chair: Kiran Gunnam, Alexandra Lita
- Lee said that petitions could be filed in order to add other candidates to the ballot
- Ballots are expected to be sent out later this month

Section Rebate (Allen Earman)
- Allen said that the rebate checks had been written, and that checks were available at the meeting for qualifying chapters

- Kim Parnell distributed some checks at the meeting

Treasurer's Report (Allen Earman presented Mohamed Sayed's report)
- Current Month Financials were reported as follows:

Current Month: September 2010			
	Actual	**Budget**	**Variance**
Beginning CBRS Balance	214,970.83		
Interest	64.36	109.58	(45.22)
Deposits	400.00		
Expenditures	350.00		
Ending CBRS Balance	215,085.19		
Net Change	114.36		

- 2010 SCV Investments Update
  - Beginning Balance (12/31/09): $50,000
  - Ending Balance (8/31/10): $50,414.13
  - Unrealized Gain (8/31/10): ($1,351.34)

Vice Chair Report (Kim Parnell)
- Kim said he had no remarks beyond those already made re: the recent surveys.

Secretary's Report (Brian Berg)
- Brian said he had been subscribing new Student Branch officers to the listserver and notifying IEEE of their new officers
- Brian also gave highlights of a current European trip that Nominations and Awards Chair Jeffrey Pawlan was undertaking:
  - Jeffrey will visit the Czech Technical University (CTU) in Prague for 6 days, where he will give lectures on Software Defined Radio (SDR) and microwave antenna simulation and measurement. He will also use CTU's well-equipped anechoic antenna chamber to do some microwave antenna testing. The entire Czech IEEE membership has been invited to his lectures, during which he will encourage participation in Sections Congress 2011 in San Francisco.
  - Jeffrey will also lecture on SDR to the Daimler Research Group's research staff in Ulm, Germany, and teach SDR and RF design to students at the University of Aveiro in Aveiro, Portugal

Computer History Museum (CHM) Two-for-One Admission (Jack Berg)
- Jack passed out flyers for the CHM's 2 for 1 CHM membership offer that is an IEEE member exclusive
- Participation will allow admission to an exclusive IEEE event
- Jack and Brian Berg will strategize about better publicity for this program
- Roger Hoyt suggested the creation of a single PowerPoint slide for distribution to the chapters

Ad Hoc Bylaws Revision Committee Report (Jack Berg, Ed Aoki)

- Jack will convene a meeting this month so that a draft can be submitted to Allen before the next ExCom meeting.

IEEE/Computer History Museum (CHM) Relationship and IEEE Engineering Milestones Report (Dick Ahrons)

- IEEE sponsorship of the What's Next Theater in process
- SPICE Milestone on target for Feb. 2011 in conjunction with ISSCC in SF and Feb. 24 event at CHM
- Special new CHM exhibit event planned for IEEE members in Dec. 2010

K-12 Update (Lee Colby)

- Lee reported that there were no updates.

Membership (Slava Mach)

- Slava gave a brief membership report.

Senior Member Advancement (Jack Berg)

- Jack reported that there were 112 new Senior Members this year in our Section
- The Sept. event was cancelled. The next advancement event will be on Nov. 15.

Webmaster Report (Min Hua, Section Webmaster)

- Min updated the Circuits and Systems (CAS), Control Systems (CSS), Communications (COM), Electromagnetic Compatibility (EMC), Instrumentation and Measurement (IMS) and Photonics (PHO) Society chapter sites during the past month

- **Next Meeting: 3 November 2010, Cogswell College Board Room**

Chapter Reports for 3 November 2010

1. Monterey Bay Subsection	MBSS
2. Reliability Society	RS
3. Robotics and Automation Society	RAS
4. Signal Processing Society	SPS
5. Solid State Circuits Society	SSCS

The meeting was adjourned at 9:02pm.

Respectfully submitted by SCV Secretary Brian Berg

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5	Brian	Berg	SCV Secretary, CNSV	x		brianberg[at]gmail[dot]com
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25	Slava	Mach	Membership	x		s[dot]mach[at]ieee[dot]org
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