SCV ExCom Meeting Minutes – May 4, 2011

Cogswell College, Sunnyvale, CA

Attendance Count: 20 (***see Attendee Roster at end of these minutes***)

ExCom Officer Attendance		
Kim Parnell	Chair	Present
Brian A. Berg	Vice Chair (acting Secretary)	Present
Karl Mathia	Treasurer	Absent
Ed Aoki	Secretary (acting Treasurer)	Present

Kim Parnell called the meeting to order at 6:05 pm.
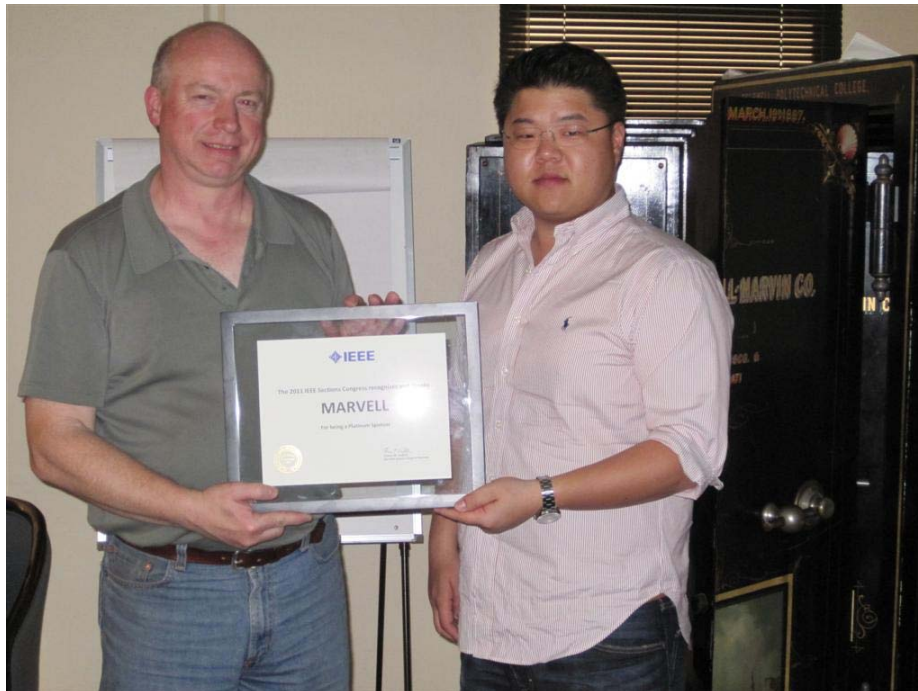
April Meeting Minutes (Kim Parnell)
Kim asked if there were any objections to acceptance of the minutes from the 6 April 2011 meeting as circulated on the listserver. Hearing no objections, the minutes were accepted.

May Meeting Agenda (Kim Parnell)
Kim asked if there were any changes to the Rev. 2 agenda that had been circulated prior to the meeting. A few minor changes were noted. The agenda was accepted as updated.

Sections Congress 2011 (SC2011) Diamond Level Sponsor Recognition for Marvell Semiconductor
Kim Parnell (left) presented Daniel Yoo of Marvell Semiconductor with a special recognition for Marvell's $50,000 sponsorship of SC2011. Daniel said that Marvell really believes in the work that the Section and IEEE does, and that they are excited to be part of Sections Congress 2011 in San Francisco in August.

Chapter Report #1: SJSU Student Branch: CPMT Chapter (CPMY-SJSU) (Jonathan Young, outgoing Public Relations; Jorge Martinez, incoming Secretary)

- Jonathan reviewed the current chapter officers
- Financials provided: $600 in the bank
- Dr. Jinny Rhee: CPMT Chapter Advisor
- Current active members: 5 (graduating), 11 (student members)
- Activity list for 2001-12 includes resume writing, networking, finding internships, career fair, tech talks, company tours that include KLA Tencor, and an Ethics competition in which members from industry will be invited to be judges

Chapter Report #2: Engineering in Medicine & Biology Society (EMBS) (Ken Doniger, Webmaster)

- Ken reviewed the current chapter officers
- Financials provided: $12,678.50 in the bank
- 164 active chapter members
- 9-10 meetings are held each year, with an average meeting attendance of 30

Chapter Report #3: Magnetics Society (MAG) (Kumar Srinivasan, Chair)

- Kumar reviewed the current chapter officers
- Financials provided: $16,681 in the bank
- 193 active chapter members
- 9-10 meetings are being held each year at Western Digital in San Jose, with an average meeting attendance of 36

Chapter Report #4: Instrumentation & Measurement Society (IMS) (Brian Lee, Chair)

- Brian Lee reviewed the current chapter officers
- Financials provided: $1953.66 in the bank
- 77 active members in SCV, and 120 throughout SFBAC
- Average meeting attendance
- 4 meetings are planned for 2011
- There will be an ISPCS International Symposium on Precision Clock Synchronization for Measurement, Control and Communication in San Francisco, and the chapter needs a technical sponsor
- The SCV chapter will likely become a joint chapter within SFBAC

New Business

2012 Radio & Wireless Week (RWW) Plans – Jan 16-18, 2012 (Jay Banwait, Vice Chair of RWW-2012)

- Jay is Vice Chair of 2012 Radio and Wireless Week (www.radiowireless.org)
- To be held at the Marriott Hotel, Santa Clara: Jan. 16-18, 2012
- 4 technical areas will be covered by conference
- Jay is looking for a Plenary speaker for this event

SJSU Student Branch: CPMT Chapter - Funding Request (Erick Pastor, Vice Chair)

- Erick said that there is a National Instruments Student Design Competition

- o The deadline is June 10
- o The grand prize is $2000 and a trip for two to Austin, TX
- o Popular vote prizes are $250
- o The chapter wants to build a Laser Maze (need $300)
- Calif. Micromouse Competition 2011: need $180
- David Craven made a motion for funding of $480, and Ed Aoki seconded the motion.
- After some discussion, due to lack of knowledge about how much funding the Section can afford, Dick Ahrons moved to table the motion and Kris Verma seconded the motion. The motion to table passed by a 7-3 margin.

Santa Clara University (SCU) Formula-Hybrid Presentation & Funding Request (Jules Salvador)

- Jules, the Electrical Lead of the group, explained the Project Goals and Project Plan in order to engineer, design and build a hybrid racecar
- The team has 22 members, all of whom are IEEE and/or ASME members
- Subgroups meet weekly
- Ken Doniger moved to fund the team with $1500, and David Craven seconded the motion.
- After some discussion, due to lack of knowledge about how much funding the Section can afford, Dick Ahrons moved to table the motion and Kris Verma seconded the motion. The motion to table passed by a 7-3 margin.

SCV Photovoltaics Chapter (PV Chapter) formation (Kim Parnell)

- Kim reported that the documents have been submitted to IEEE, and that formal approval is expected soon
- The new officers will be:
  - o Jurgen Daniel (Chair)
  - o Ali Iranmanesh (Vice Chair)
  - o Eric Wesoff (Programs Chair)
  - o Kris Verma (Secretary)
  - o Bob Herrick (Treasurer)

Committee Reports

Region 6 Central Area Spring Meeting (Ram Sivaraman, Region 6 Central Area Chair)

- The meeting was held at the University of Nevada, Reno, on Sat., April 23
- 75 were in attendance (mainly students), representing all six sections in the region:
  - o Santa Clara Valley
  - o San Francisco
  - o Oakland-East Bay
  - o Sacramanto
  - o Hawaii
  - o Northern Nevada
- The meeting highlights included:
  - o Student Paper Contest
  - o Design Contest
  - o Micromouse Contest

o   Presentation of Regional Student Activities Awards
- Highlights of 2010 activites for each section were discussed

SF Bay Area Council (SFBAC) (Fred Jones)
- Fred presented pricing info for two possible buffet menus for the Volunteer Appreciation lunch to be held at Michaels on Sun, Aug. 21
- This will be held in conjunction with SC2011 and the event at the CHM that afternoon and evening

SC2011 Chapter Table Exhibit Coordination (Allen Earman)
- Not present

SC2011 Committee Update (Tom Coughlin and Roger Hoyt)
- Not present
- Sections Congress 2011 (SC2011) in San Francisco (Aug.19-22, 2011)
- www.ieee.org/sc2011

Maker Faire (Lee Colby)
- May 21-22 at the San Mateo County Event Center
- Needs volunteers for the IEEE booth
- Jared of GOLD will assist

IEEE/Computer History Museum (CHM) Relationship and IEEE Engineering Milestones Report (Dick Ahrons)
- There was a brief discussion re: the number of SC2011 signups so far, and how many would be coming to the CHM event on Sunday afternoon.

Discover "E" 2011 (Kim Parnell)
- Kim discussed that fact that there was a request for Engineer visits to K-6 classrooms
- 59 Schools are on the waiting list
- Can our section help?
- Can we coordinate with some of the local chapters?
- Could the Education Society help?
- http://www.svec.org/DiscoverE/engrsnup.html

Educational Activities Chair (Ken Doniger)
- No report

K-12 (Lee Colby)
- There are 20 little solar cars that will require assembly for an upcoming event

Membership Chair (Brian Berg)
- No report

Nominations and Awards (Kris Verma presented for Jeffrey Pawlan)
- Paul Wesling, Kris Verma and Jeffrey Pawlan met to consider the nominations that were submitted in April for chapter awards

- Kris announced the following award winners:
    - Outstanding Engineer: Norman Schneidewind
    - Outstanding Leadership and Professional Service:
        - Section award: Allen Earman
        - Area nomination: Tom Coughlin
    - Outstanding Corporate Service: Cadence
    - Outstanding SCV IEEE Milestone Award: Dick Ahrons
    - Section Chair Special Award: Slava Mach
    - Best Chapter in the Section Award: CPMT
    - SCV Chapter Exceptional Achievement award: Nanotechnology
- The next steps are:
    - SCV Section Award Winners were notified
    - Email Announcement was sent to the entire SCV Section
    - Awards will be presented at June 1 ExCom meeting
        - Awards will be printed and frames purchased
    - Corporate and Chapter Awards will be presented additionally at their regular meetings
    - Nominations at Area Level were sent
        - Outstanding Engineer
        - Outstanding Leadership and Service
        - Special Director's
        - Outstanding Corporate Service

Webmaster (Jared Petrie, Acting Webmaster)
- Jared said that he would be working on necessary updates for the Section when he received the necessary information from Min Hua. Kim said that this would be facilitated very shortly.

Senior Member Advancement Chair (Jack Berg)
- No event is currently planed.

GRID Editor (Paul Wesling)
- Not present.

GOLD (Sachin Desai, Chair)
- GOLD will be part of Maker Faire
- Another Cloud Computing event is planned for this fall

Student Activities Coordinator (SAC) Chair & University Student Groups (David Craven)
- David is working with the various student chapters to arrange for a Bay Area-wide gathering at the CHM. The general idea is to share best practices and what kinds of activties work well. The event will likely be scheduled a few weeks after the students get settled in for the fall.

Officer Reports

Chair (Kim Parnell)

- Kim noted that Ed Aoki would be Interim Acting Treasurer while Karl Mathia was out of the country, and he thanked him heartily for all the work he was doing to catch up on the work that was never done by last year's Treasurer.
- Kim also noted that IEEE had been making numerous requests of the Section when they actually have access to the information since they are co-signers on our accounts. IEEE ended up being responsive to this when Ed found out that the guy in Corporate Finance who was making the requests was very new to the job.

Vice Chair (Brian Berg)

- No additional comments.

Treasurer (Ed Aoki, Interim Acting Treasurer)

- Financials Update and Budget Status was provided, and as appended to these minutes
- Section and Chapter Audit Plans were discussed
- L50 Chapter Financial & Account Data; Section Consolidated Financial filing submitted Feb.22, 2011 – IEEE Interaction and Follow-up
- Chapter Financial Reports must be submitted on-time as part of requirements to qualify for Annual Rebate or any other SCV financial support
- Chapter Financial Reporting – infrastructure improvements to aid on-time filing
- 2011-2012 Budget Updates are planned
- Future: All Chapters should plan on end of year financial filing to IEEE-SCV Treasurer to support both L-50 and expected Annual Audit of IEEE-SCV Finances

Secretary (Ed Aoki)

- The E-Mail Listserver at SCV-ExCom2011@ieee.org - 2011 is up-to-date with the current section officers.

PACE (Kiran Gunnam)

- July and August events were discussed

Old Business

There was no old business to discuss.

- **Next Meeting: 1 June 2011, Cogswell College Board Room**

Chapter Reports for 1 June 2011

TBD

The meeting was adjourned at 9:05 pm.

Respectfully submitted by acting SCV Secretary Brian Berg

SCV Treasurer's Report: 4 May 2011

o **2009 CASH ON HAND, YEAR END**
  $ 239,038.34   (Checking)

o **2010 CASH ON HAND, YEAR END**
   $ 186, 233.55   (Checking)
   $ 55, 457.84   (Investment Fund)
   $ 241, 691.39   (Total funds)

o **Appears to be a gain of $ 2, 600**
                BUT

o **Uncashed Checks from 2010 as of 12/31/10:**
                $10,032.20

Filename: SCV-Treasurer-Report-201105R0

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS, INC.
Santa Clara Valley Section

SCV Treasurer's Report: 4 May 2011

o **$ 9,647.78 are Chapter Distributions of Rebate (Most were cashed in January-March 2011)**

o **Think of this $10,032 as Accounts Payable for FY 2010.**

o **So, SCV Section budgetted for a 2010 $ 10K deficit but that was paid in 2011 and that is $10 K less that we have in the bank.**

o **Primary Sources of (2010) Income/Receipts**
   Rebate from IEEE-HQ: $ 53, 300
   Distribution from SFBAC: $ 0

Filename: SCV-Treasurer-Report-201105R0

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS, INC.
Santa Clara Valley Section

SCV Treasurer's Report: 4 May 2011

o **Primary (2010) Income/Receipts: $ 53, 300**

o **Primary (2010) Expenses (2010) $ 56, 400**
   Rebate Distribution to Chapters: $ 27, 600
   (Checks given out and Cashed)
   Grants and Awards: $ 8, 500
   Student Branch/Chapter Support: $ 6, 600
   SVEC Banquet: $ 3, 300
   Professional Activities: $ 2, 900
   EXCOM Meetings: $ 2, 900
   Educational Activities: $ 2, 200
   Legislative Affairs: $ 2, 400

   Filename: SCV-Treasurer-Report-
   201105R0

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS, INC.
Santa Clara Valley Section

◆IEEE

SCV Treasurer's Report: 4 May 2011

o **Grants and Award (2010) (4.85) $ 8, 500**
   CHM Grant $ 5, 000
   CNSV Grant $ 2, 000
   Scholarship (SVEC) $ 1, 000
   Senior Member Elevation $ 500

o **Student Awards (2010) (4.81)**
   Science Fair $ 400

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   201105R0

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS, INC.
Santa Clara Valley Section

◈IEEE

SCV Treasurer's Report: 4 May 2011

o **Student Branch/Chapter Support: $ 6, 600**
  Annual Support for STB/SBC x5 $ 1, 500
  SJSU-STB Projects Support $ 500
  SJSU-STB Workshop Support $ 250
  SJSU Formula Hybrid $ 1, 500
  UCSC-STB Meeting Subsidy $ 150
  UCSC-STB EYH Student Subsidy $ 1, 000
  UCSC-STB Misc including Lab $ 1, 800

o **UCSC-STB Elec Mat Symposium**
        Student Fee Subsidy $ 500

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Santa Clara Valley Section

◈IEEE

SCV Treasurer's Report: 4 May 2011

o **Professional Activities (4.70) $ 2, 900**
  Can't find PACE details

o **Educational Activities (4.60) $ 2, 200**
  Can't find details

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS, INC.
Santa Clara Valley Section

SCV Treasurer's Report: 4 May 2011
PROJECTIONS, ESTIMATE

o **Primary Sources of (2011) Income/Receipts**
  Rebate from IEEE-HQ: $ 52, 000
  Distribution from SFBAC: $ 5, 000
                    Total $ 57, 000

  and
  Realized gain from Invest: $ 5, 500
  (Deducted from investment)

Filename: SCV-Treasurer-Report-201105R0

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS, INC.
Santa Clara Valley Section

SCV Treasurer's Report: 4 May 2011

o **Primary (2011) Expenses** $ 75, 735
  SC2011 Support $ 15, 000
  Rebate Distribution to Chapters: $ 25, 000
  (Checks given out - Cashed)
  Grants and Awards: $ 2, 000* $ 8, 000 *
  Student Branch/Chapter Support: $ 11,335
  SVEC Banquet *: $ 3, 500*
  PACE $1,000* $ 2, 000
  EXCOM Meetings: $ 3, 000
  Educational Activities ?: $ 2, 000
  Legislative Affairs* : $ 2, 400*
  GOLD *: $ 1, 600* $ 3,000
  LMAG *: $ 500 *

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THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS, INC.
Santa Clara Valley Section

◆IEEE

SCV Treasurer's Report: 4 May 2011

o **Grants and Awards (2011) (4.85)** $ 8, 000 +

    Scholarship (SVEC) *   **$ 2, 000***
    Senior Member Elevation   **$ 500**

o **Fashion/Passion Project ?** **$ 5, 000**

o **Student Awards (2011) (4.81)**
    Science Fair *   **$ 300 ***

o **K-12 RAFT**   **$??**

Filename: SCV-Treasurer-Report-201105R0

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Santa Clara Valley Section

◆IEEE

SCV Treasurer's Report: 4 May 2011

o **Student Branch/Chapter Support: $ 11, 335**
  Annual Support for STB/SBC x 7   **$ 2, 100**
  SCU-Formula Hybrid ?   **$ 1, 500**
  SCU-STB Soldering Workshop   **$ 300 ***
  SJSU-STB NI Comptn Support?   **$ 300**
  SJSU-STB MicroMouse Support ? **$ 200**
  SJSU Formula Hybrid *   **$ 1, 500***
  UCSC-STB Event Subsidy?   **$ 310***
  UCSC-STB Senior Design Project? **$ 3, 900**
  UCSC-STB Event Support (Tank) **$ 425**
  UCSC-STB Elec Mat Symposium
        Student Fee Subsidy *   **$ 800***
Filename: SCV-Treasurer-Report-201105R0

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS, INC.
Santa Clara Valley Section

◈IEEE

SCV Treasurer's Report: 4 May 2011

o **Professional Activities (4.70)**
  PACE Chair Meeting Attendance $ 1, 000*
  Meeting support (estimate) $ 1, 000

o **Educational Activities (4.60) $ 2, 000**
  No details

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THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS, INC.
Santa Clara Valley Section

◈IEEE

SCV Treasurer's Report: 4 May 2011

o **2010: Income $ 53, 300**
  Primary Expenses: $ 56, 400

o **2011: Projected Income: $ 57, 000**
  Primary Expenses: $ 75, 735 + $10, 032 =
  ** $ 85, 770**

Filename: SCV-Treasurer-Report-201105R0

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS, INC.
Santa Clara Valley Section

No.	First	Last	Chapter/Office	Senior	Fellow	Email
1	Brian	Berg	SCV Vice Chair, Membership	x		brianberg@gmail.com
2	Brian	Lee	IMS Chair			brian.lee@ieee.org
3	David	Craven	SCV-Student Activities Coordinator			david.craven@lamrc.com
4	Dick	Ahrons	SCV-IEEE Engineering Milestone Coordinator	x		ahrons@alum.mit.edu
5	Ed	Aoki	SCV Secretary	x		e.aoki@ieee.org
6	Erick	Pastor	SJSU-CPMT Vice Chair (outgoing)			
7	Fred	Jones	SFBAC Representative	x		f.jones@ieee.org
8	Jack	Berg	SCV SM Advancement	x		johneberg@gmail.com
9	Jared	Petrie	GOLD Secretary			petriej@gmail.com
10	Jay	Banwait				jsbanwait@ieee.org
11	Jonathan	Young	SJSU-CPMT Organizational Activities Chair (outgoing)			jyoung04@ieee.org
12	Jorge	Martinez	SJSU-CPMT Secretary (incoming)			jorge.mrt21@gmail.com
13	Jules	Salvador	SCU FormulaHybrid Team			jsalvador@scu.edu
14	Ken	Doniger	SCV-Education Activities Chair	x		k.doniger@ieee.org
15	Kim	Parnell	SCV Chair	x		kim.parnell@stanfordalumni.org
16	Kris	Verma	Nano-Chair Emeritus	x		kris@svtii.com
17	Kumar	Srinivasan	MAG-Chair			Kumar.Srinivasan@wdc.com
18	Larry	Nagel	CNSV-Chair		x	lwn@omega-enterprises.net
19	Lee	Colby	SCV Chair Emeritus, K-12	x		lee.colby@ieee.org
20	Ram	Sivaraman	SCV-past Senior Past Chair	x		ramsivaraman@ieee.org