SCV ExCom Meeting Agenda – 3 April 2013
Cogswell College, Sunnyvale, CA

Attendance Count: 27 (see Attendee Roster at end of these minutes)
Action Items in the minutes are noted by the ☐ checkbox and underlined text.

ExCom Officer Attendance		
Ed Aoki	Chair	Present
John Swan	Vice Chair	Present
Sachin Desai	Treasurer	Present
Yoo Hsiu Yeh	Secretary	Present

Meeting called to order by Ed at 6:05pm.

Acceptance of 13 March 2013 Meeting Minutes (Ed Aoki)
Revised version of minutes accepted with no objections or corrections.
Acceptance of Meeting Agenda (Ed Aoki)
There were no objections to the proposed agenda.

Welcome (Ed Aoki)

Annual Chapter Reports
Chapter Report #1: Consumer Electronics Society Chapter Report {Joseph Wei}
- Financial status: ~$7500
- Four new officers for 2013.
- Increase in 20 members compared to 2012, actively trying to recruit students
- 2012 activities:
  - 11 meetings (skipping November), held at Nvidia, on the 4th Tuesday of the month.
  - January CES Download is the most attended.
  - Usually have between 40 to 140 attendees, half members/half non-members.
- 2013 activities:
  - Meetings now held at 4th Tuesday at Microsoft Research, which has been remodeled so there is no longer a security area.
    - This area was supposed to be for startup incubation, so may need more discussion for next year.
    - Microsoft Research does have an auditorium that can seat 300-400 ppl, but it costs $1000 per meeting and food is not allowed.
  - Three meetings held so far, two upcoming.
  - Want to have more combined events.
- Upcoming: CE Adcom Joint Event: four panels, exhibits. September 27, 2013, 1-9pm, ☐ If any other societies want to join, let Joseph and Pallab know.
- Student Membership outreach program – looking for sponsors to pay for students' CES membership for the first year after graduation
- Additional news:
  - Joseph represented IEEE at the First Robotics Competition, Silicon Valley and California Northern. Regional Director is Jim Beck.

o Space Cookies First Robotics team – talked to Brian Berg, may be relevant in revival of WiE. Team needs software mentors. Email Joseph with questions at joseph.wei@ieee.org .

Chapter Report #2: Electron Devices Society Chapter Report {Sachin Sonkusale}

- For 2013, three officers retired, two new officers.
- Financial status: ~$19800
- 868 members, including 15 graduate student members
- 2012 activities:
    o Meetings on 2nd Tuesday, at TI Auditorium.
    o Held 8 main sponsoring events, 3 co-sponsoring events (with Nanotechnology council and CPMT).
    o Most popular events were the Intel and UCB talks and the symposium co-sponsored with the Nanotechnology Council.
- 2013 activities:
    o 6 main seminars and 1 half-day symposium for power devices in June

☐ Jeffrey Pawlan will email contact of MP Dhavakar, working on power devices, to EDS chair.

Chapter Report #3: Education Society Chapter Report {David Craven}

- Same officers as 2012.
- Financial status: ~$1700
- Total membership has dropped to 26. Need membership drive.
- 2012 activities:
    o Main event is the International Electronic Design Education Conference (IEDEC), which is cosponsored with ISQED.
    o Co-sponsored SensorCon and two additional conferences.
- 2013 activities:
    o IEDEC conference in March.
    o Would like to initiate tech talks for student chapters. Looking for engineers who would be willing to talk about what they did and how they transitioned into industry. Already have two speakers signed up.
    o Possibly make this a periodic Technical Talk on campuses, working with the educational institutions.

Chapter Report #4: Electromagnetic Compatibility Society {Richard Gencev}

- One new officer for 2013.
- Financial status: ~$53000
- Membership: 97.
- 2012 activities:
    o Meeting held every 2nd Tuesday of the month at Agilent.
    o 9 meetings last year. Most interesting was meeting on Gravitational Reference Technologies, held at Stanford.
- 2013 activities:
    o Two meetings scheduled and a one-day mini-symposium at Biltmore in October.
    o Trying to coordinate student event.

Chapter Report #5: San Jose State University CPMT SBC {Willy Ten, Ismael Gomez}

- Financials: $373.55
- Currently 7 members; over 171 students on email list
- 2012 activities:
  - Four events: one ice cream social, two workshops, one tech talk.
  - LED blinker workshop was sponsored by two companies. Had 50 students participate, 30 of them were first/second years.
  - Toggle Switch workshop also sponsored by a company. Charged a small fee, used profits to purchase new soldering irons.
- 2013 activities:
  - AM Radio workshop co-sponsored with SJSU IEEE. Kits donated by SJSU EE Professor. 18 students pre-registered, hoping for 35.
  - Cold drink social, planned for April 25th.
  - Audio Amplifier workshop with SJSU IEEE, to split costs.
    - Art Astrin suggests not using rheostat, and controlling volume with gain.
- Jeffrey Pawlan wonders about the confluence of topics with SJSU IEEE. Ed says CPMT is more about assembly, not design.
- ☐ David Craven will talk with the SJSU CPMT officers offline about making sure the overlap between the two groups is minimal.

Sachin Desai proposed a MOTION to cover Audio Amplifier Workshop cost *up to* $420 with **caveat** to try to cut costs. David Craven SECONDS. Unanimous APPROVAL.

Chapter Report #6: Stanford University Electron Devices SBC {Vijay Kris Narasimhan}
- Structure: Integrated with Stanford IEEE, has help from Stanford IEEE core. Same treasurer for both, but separate bank accounts.
- Financial status: $835.60. Had a $750 sponsorship from Si Labs, related to 2012 workshop.
- 12 members. Trying to increase awareness of EDS graduate fellowships to increase membership.
- 2012-2013 activities:
  - Two events: Silicon Labs Tech Talk (30 attendees) and Engineering Meet and Greet and Design Challenge (15 attendees).
  - Upcoming: Co-sponsored event with Materials Research Society at Stanford: Art of Science Event, Spring 2013. Vijay will send email to invite SCV Excomm members to attend and possibly judge.
  - Upcoming: Co-sponsored Nanotechnology and Energy Conference at Stanford in Fall 2013. Trying to bridge disciplines/schools.
    - Dick Ahrons suggests contacting MIT-Stanford Venture Lab.

Officer Reports

Chair (Ed Aoki)
- **SCV-WIE**: Report on continuing efforts to revive SCV-WIE (Brian Berg - Excused)
  - 7 Officer candidates: one for Chair, two for Vice Chair, three for Secretary, and one for Treasurer. Election closing April 5.
  - Three of the seven candidates, with Roxsana Hadjizadeh and Brian, represented WIE at the Women in Technology Forum held at Cisco on Wed, 3/27.

- - Roxsana arranged this event; ~ 40 names were collected of people interested in future WIE meetings at a mixer at the end of the day.
  - o CBRS account for WIE was reopened: about $3K left from previous activity.
  - o WIE Co-sponsorship with SCV CPMT on LED Workshop, May 15.
  - o LinkedIn in Mtn. View appears to be willing to host WIE meetings; Tim Worboys – LinkedIn - is the connection.
  - o Ed encourages chapters to co-sponsor meetings with WIE.
- Return of Easels to NANO and LMAG
- Distribution of Take-Aways from SFBAC Officers Training
- Distribution of heavy-weight photopaper for local printing of Certificates of Appreciation.
- **GHTC2013** update – quick review of changes from Rev E/F and impacts of RevH/I/J/K/L.
  - o Initial seed funding: $10K from Region 6, $10K from SFBAC. SFBAC will not pay more than $10K, the rest comes from Region 6. Liability of SFBAC is $0.
  - o Daniel Lottis is looking for volunteers:
    - Volunteers to find speakers and ideas for speakers. Current examples – developers of apps for avoiding earthquakes, technology used in Hurricane Sandy, real-time cell-phone microscopy.
    - Read prior GHTC papers or Review new GHTC papers
    - Submit GHTC papers
    - Email Daniel (daniel.lottis@ieee.org) for more information
  - o Logistics: at Airport Garden Hotel in San Jose, October 20-23, 2013.
  - o Hoping for 300 attendees.

☐ Art suggests Daniel should send email to Excomm with the GHTC slide.

Vice Chair (John Swan)
- IEEE Training takeaway: Informal poll taken on LinkedIn says using printed slides was not useful. For next year, recommend trying to get wifi at Michael's for IEEE Training.
- IEEE-Section liaison with SCV Industry/Business leaders
  - o Funding at Region 6 level exists for this kind of initiative, and IEEE board of directors notes have mentioned it. Directors will be sending Ed what they have.
  - o Needs a new name that is more attractive
    - Ed suggests to come up with a mission statement before a name
  - o Current list: 32 companies with initial contacts, posted by 4 contributors
    - ☐ John will send Dick the list
  - o Conference call with Tom Coughlin and Pallab Chatterjee
    - With introduction to Karl Geiger, Buenaventura Section Chair (in LA Council), driving a similar effort.
  - o Next: Begin contacting companies, prepare consistent message, shoot for event in late October /early November, ~30 attendees.
    - Looking for volunteers to make contacts and help find a venue

Treasurer (Sachin Desai)
- Report for March major expenditures.
  - o Ending balance: $154,412.
  - o Investment fund is doing well.
- Progress on submission of L50 reports – 36 Organizational Units, 55 L50's, all submitted
  - o Officers please, if you don't know how to do something, ask.

- o Despite effort in making L50 filing information accessible this year with training, WebEx, and emails, still had many issues with L50 submittals.
  - ▪ Suggestion to have L50 training for chairs.
- Changes for 2013: Mandatory Training will be held **in November** for all Chairs, Treasurers and Secretaries, on Succession, L50 for 2013, and minutes, to catch officers *before* they change.
  - o John suggests requiring a draft submission by December 15 (before holidays).
  - o Discussion on making WebEx recordings available online, current issues discussed.
  - ☐ Will be discussed further offline.
- NEW L50 process and NetSuite process for 2013.
  - o After working with IEEE Finance on proposed changes, decision is no change will be made. Section serves as a buffer to change in officers at Chapter level.

Secretary (Yoo-Yoo Yeh)
- SCV Section status in vTools reporting.
  VTS held their Election, reported their 2013 ExCom and Section has posted to vTools.

Committee Reports

IEEE/Computer History Museum (CHM) Relationship and IEEE Engineering Milestones Report (Dick Ahrons/Shayne Hodges)
- Milestones Report – Review Slides of 9 current projects.
  - o SPARC is listed on the IEEE website, moving along very nicely. Will be installed at SUN. Uday Kapoor is champion. Listed on IEEE website already.
  - o Ampex – Considering Stanford's Green library (where there is a display of Ampex equipment) or San Mateo Museum as locations for plaque installation.
  - o CP/M – David Laws trying to find a site for plaque
  - o Shockley Labs – "Birthplace of Silicon Valley". Dick is working with MeloneGeier Partners and Mtn. View City Council on site development. Present plan is art sculpture ($100-$150k) in front and "technology" plaza in the rear, with original building demolished. Dick is now part of the committee, and taking over as proposer. Target opening date is Fall 2016.
  - o 386 Micro/4004 Micro may be merged into one milestone. Dave House. (Discussion about reasons for merge will be taken offline)
  - o Apple Mac – Draft done on justification
  - o Apple I and Apple II – Draft of justification written, Brian Berg and Tom Coughlin talking to Steve Wozniak.
- Mike Geselowitz, Senior Director, IEEE History Center visit on **March 21**. John Vardalas was not at the CHM event on March 21, but there were seven SCV members there to meet with Mike

Central Area (Ram Sivaraman – not present)
- Report –Central Area Meeting at UC Davis, May 4 not given

Science Fairs (Ken Doniger – not present)
- Report slide not given

K-12 (Lee Colby)
- Report not given

Student Activities (David Craven)
- Report on University STB/SBC/SBA not given

Nominations & Awards (Jeffrey Pawlan)
- Non-standard awards proposal:
    - At an interval no more frequently than six months, evaluate nominations for award recipients who are not IEEE members
    - Evaluation shall be done by committee that includes no less than 3 people from SCV Excomm
    - Nominations must be made by IEEE member of SCV Section
    - Nominees must be either former IEEE or IRE or AIEE members or worked on a project alongside IEEE members or on a standard that became incorporated into the IEEE
    - Justification: individual must not have already received recognition from some other group (industry or non-profit). Without this recognition, the person would not formally be recognized in any other fashion for their efforts.
    - Award shall not exceed the cost limit of $80 which was set for awards for IEEE members in our Section.

John Swan makes a MOTION that we accept this as a standard operating procedure. Kris Verma SECONDS. Three nays, one abstention. Motion CARRIES.

- SCV Section Awards winners 2013
    - Outstanding Leadership and Professional Service Award: Joost Mortelmans, Magnetics Society. Plaque will be made for $40.
    - Best Student Branch: Stanford Student Branch will get a check for $125 for a member party.
    - Best Chapter of SCV: Communications Society will get an award posted on SCV website and a file to post on their own website.
    - Awards will be presented at May Excomm meeting.

Membership Development (Open)

Webmaster (Jared Petrie)
- No progress yet on webmaster training. Could use IEEE Webex.
- All the minutes of this year so far are posted. Need more information for the front page.
- ☐ Dick will send the milestone text to Jared to post on the website.
- ☐ Everyone: take a look at the SCV website, report any broken links/bugs to Jared.

GOLD (Timothy Worboys)
- Have three new officers, still need more
- Upcoming activities:
    - Lasertag at end of April – need 28 people to breakeven
    - May 27th event – Secrets to a Successful Career. Tim encourages people to send it to their chapters.

- o June 18, Leadership advice talk, Maxim
- Financial status: Hoping to have surplus for May / June events, currently have ~ $1000.

Senior Member Advancement (Jack Berg – not present)
- Report on Elevation Event on: March 25 at Cogswell College not given

SFBAC (Ed Aoki, SFBAC Chair)
- MOU RevF, approved by SFBAC, rejected by Region 6; RevG, submitted by Region 6, rejected by SFBAC ExCom by email voting due to introduction of unlimited liability.
- MOU RevH, submitted by Region 6. Slides showing changed areas and discussion of impacts. Recommend approval following minor corrections and revisions of nomenclature.

Old Business

- Any old business

New Business

- Any new business
  - o IEEE APS – David Norlander. requests $300 to help cover expenses for IEEE Distinguished Lecturer Professor Levent Gurel. Only a portion of his expenses are covered as a distinguished lecturer.

Dick Ahrons makes a MOTION to grant the funding, David Craven SECONDS. Unanimous APPROVAL.

The meeting was adjourned at 8:29 pm

- ## Next Meeting: 1 May 2013, Cogswell College Board Room
- ## Annual Chapter Reports:

Stanford University WIE Student Branch AG   *SU-SBA-WIE*
Engineering in Medicine & Biology Society   EMBS
Graduates of the Last Decade AG   GOLD – AG
Information Theory Society   ITS
Instrumentation & Measurement Society   IMS

Respectfully submitted by SCV Secretary Yoo Hsiu Yeh

	First	Last	Chapter/Office	Sr	Fellow	Email
1	Arthur	Astrin	IT-Chair		X	astrin@ieee.org
2	Daniel	Lottis	MAGS JT Chair			Daniel.Lottis@grandisinc.com
3	David	Craven	SCV-Student Activities Coordinator			david.craven@lamrc.com
4	David	Norlander	APS JT Chair			david_norlander@yahoo.com
5	Dick	Ahrons	SCV-IEEE Engr Milestone Coordinator	X		ahrons@alum.mit.edu
6	Ed	Aoki	SCV/CPMT Chair, SFBAC rep	X		e.aoki@ieee.org
7	Fred	Pfost	LMAG Chair			fpfost@aol.com
8	Jared	Petrie	SCV-Webmaster			scv_webmaster@ieee.org
9	Jeffrey	Pawlan	SCV Nominations & Awards	X		pawlan@ieee.org
10	John	Swan	SCV-VC, Industry Relations	X		JohnSwan@ieee.org
11	Joseph	Wei	CE-Chair			jos.wei@gmail.com
12	Kris	Verma	SCV-Past Chair (96-97)	X		krisverma@sbcglobal.net
13	Lee	Colby	SCV-Chair - K-12	X		lee.colby@ieee.org
14	Manuel	Ilagan	SCV-PACE Chair	X		manueli@ieee.org
15	Roger	Hoyt	MAW-SCV-Chair		X	r.hoyt@ieee.org
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