

## IEEE/LVS/SSCS/Executive Committee

### Meeting Minutes

*January 24, 2012. Sammi's Pizza, Allentown, PA*

*Present:* Richard Booth, Paul Davis, Roger Fratti, Roger Minear, Betty Perry, Robert Peruzzi, Ian Rippke, Robert Walden

*Next meeting:* February 7, 2012: Technical Meeting

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- I. Planning of Chapter Technical Meetings for 2012
  - a. February 7, 2012: Bryan Ackland, "A Monolithic Ge-on-Si CMOS Imager for Short Wave Infrared"
    - i. Speaker to be granted a \$200 honorarium without further expense reimbursement. (In the future, out-of-town but non-DL speakers will be offered a \$100 honorarium plus reasonable expenses.)
    - ii. Schedule for meeting day:
      - 4:30 – Lunch with guest speaker (Davis, Minear, Peruzzi)  
Peruzzi to invite Bryan Ackland and make reservations
      - 6:00 – Social hour with pizza, soft drinks, coffee, cookies
      - 7:00 – Welcome remarks by Rippke. Formal election (re-election) of chapter officers to be held by acclamation
      - 7:15 – Introduction of Bryan Ackland by Peruzzi
      - 7:20 – Presentation by Bryan Ackland
  - b. Walden proposed to invite Svetlana Neretina as a guest speaker. One of her recent topic titles is "Next Generation Solar Cells". We unanimously approved his proposal, and to offer a \$100 honorarium plus expenses to Svetlana. We agreed that Tuesdays are our preferred weekday for meetings
  - c. Davis and others proposed we invite John Vig as a guest speaker. He is presenting "Accurate Clocks and Their Applications" on March 7, 2012 to the Princeton SSCS Chapter. We agreed to offer him \$100 honorarium plus expenses. We agreed to request his presentation be in May or earlier, on a Tuesday
  - d. We agreed to select at least one distinguished lecturer for a 2012 presentation. Rippke volunteered to forward the 2012 DL listing to our SSCS executive committee members with his short list of favorites. Our plan is to select one or two by email consensus for Rippke to contact.
- II. Planning of Educational and Community Service Activities for 2012
  - a. Support of IEEE/LVS Sponsored "Morton Paper Contest"
    - i. Davis suggested and we approved the decision to contribute \$500 to the contest, and that we provide at least one volunteer. That our role for this year is to observe rather than direct the activity. Our role may evolve in the future.
    - ii. Minear reported that Kathy Olstein of IEEE/SSCS is excited about the role we are taking in the Morton Contest and would like to publish an article with photos in the SSCS magazine.
    - iii. Rippke offered to be the Contest volunteer from our chapter and to write the article
  - b. Rippke suggested mentoring as a possible service activity

- c. Fratti suggested student project activities such as robotics contests as an outreach effort to High School students to promote Engineering
- d. Peruzzi suggested outreach programs to Community College students, commenting that this was discussed at the most recent LVS Ex-COMM meeting
- e. Rippke ended the discussion requesting attendees to let these ideas simmer and propose ideas at our next planning meeting

### III. Discussion of Chapter Activities in General

- a. Davis pointed out advantages of using "Robert's Rules of Order" for meetings. He has been an officer and leader of many organizations large and small and speaks with the authority of experience. Many favorable comments and no one disagreed. Although there was no formal resolution to adopt these Rules, the chair or others may unilaterally adopt and put them to good use
- b. Rippke discussed the downward trend of attendance at our meetings, and suggested we increase and focus our publicity effort
- c. Fratti volunteered to be the contact for publicizing our events to LSI
- d. Fratti asked Peruzzi to provide the attendance history of our chapter meetings
- e. Rippke suggested and we all agreed from now on, to hold our social hour with refreshments in the lecture hall with the technical presentation. He was told by the LVS student chapter's faculty advisor that there's no restriction from serving refreshments in the lecture hall. Lehigh University Professor Doug Frey said that same thing to Peruzzi at the recent joint meeting with his Circuits and Systems chapter
- f. Davis asked the fundamental questions "What are our goals for the SSCS chapter?" and "Are we meeting those goals?"
  - i. Peruzzi voiced his opinion that our chapter goals were discussed at our initial planning meeting, and in his opinion those goals are being met:
    - 1. Bringing together solid state circuits Engineers from the Lehigh Valley and vicinity for mutual benefits of networking, socializing and education
    - 2. Collaborate with related IEEE societies such as Circuits and Systems Society, Power and Energy Society and Electron Devices Society
    - 3. Having fun
  - ii. Rippke suggested we continue to examine our goals and possibly craft a mission statement

### IV. Action Item Summary

- a. All
  - i. Collaborate by email to select one or two DLs from Rippke's list
- b. Rippke
  - i. Feb. 7 items
    - 1. Create and distribute Feb 7 meeting announcement/invitation, including
      - a. Distributing to our members mailing list and to our other usual mailing lists

- b. Delivering invitation to Don Talhelm for Don to distribute to all IEEE/LVS members and student members
      - c. Delivering invitation to Fratti for distribution to the LSI population at LVCC
    - 2. Reserve the lecture hall for both refreshments and the presentation
    - 3. Order and either pick up or accept delivery of pizza for social hour
    - 4. Provide soft drinks, plates, cups and napkins for social hour
    - 5. Request Don Talhelm to provide coffee for social hour
    - 6. Ask George Beam (LVS Treasurer) to provide honorarium check for guest speaker
  - ii. Forward DL roster and his short list of recommendations to our SSCS chapter executive committee
  - iii. Volunteer his services for the 2012 Morton Contest by contacting Don Talhelm
  - iv. Following the contest, write an article with pictures about the Morton Contest and send to Kathy Olstein for publication in the SSCS Magazine
- c. Peruzzi
  - i. Feb. 7 items
    - 1. Invite Ackland to luncheon. Ask his food restrictions or preferences. Make reservations and report to Davis and Minear
    - 2. Procure plaque for guest speaker
    - 3. Provide (ask Esther Peruzzi to provide) desserts for social hour
    - 4. Prepare introduction of guest speaker
  - ii. Send IEEE/LVS/Executive Committee Meeting minutes to Rippke when they are published by David Thompson, section secretary
  - iii. Forward ISSCC Chapter Officers' Lunch invitation to Davis
  - iv. Remind Helen Shiminsky to include Rippke on the SSCS Chapter Chairs mailing list
  - v. Compile attendance history of our chapter meetings for our next planning meeting
- d. Walden
  - i. Invite Svetlana Neretina to be our guest speaker on some Tuesday, preferably a month or so after February 7