

ExCom Meeting Minutes – October 2007

Summary of meeting held 3 October at Cogswell College in Sunnyvale, CA.

Attendance: 26 – (see attached attendance list)

Section Chair Tom Coughlin called the meeting to Order at 6:00 pm.

Agenda

1. Approval of the Agenda for this meeting:
Having no action to amend or modify, the Agenda for the October 2007 ExCom meeting was approved as submitted.
2. Approval of the Meeting Minutes for September 2007:
Allen reported that he had received several e-mails regarding corrections to the Minutes. He reported that he had made the changes noted by Roxsana. However, in the message he had received from John Gale, he noted that much of the additional information provided by John had occurred after the meeting was adjourned and he would rather not include that in the official Minutes. It should be sufficient that John had sent these notes to the ExCom ListServ so that everyone would be aware of the comments. Having no further action to amend or modify, the Minutes for the September 2007 ExCom meeting were approved as submitted.
3. Potential new Student Branch at Cogswell College:
Hadi Aggoune, professor at Cogswell College, presented justification for starting an IEEE Student Branch at Cogswell College. Dan Oprica reminded the ExCom that the formation of a chapter required signatures of 12 IEEE Student Members. Tom noted that we can provide financial support to assist the new Student Branch once the required 12 students have signed up and new Student Branch is recognized by IEEE.
4. Treasurer Report (Roxsana):
Tom reported that the Section has received the Annual Rebate Check from IEEE and we are ready to send out the checks to the Chapters. Tom also presented the current 2007 Budget and current Actuals against our Budget. Tom highlighted the increase in Chapter Rebates for 2007, approximately \$35,000, up from \$28,000 last year. Tom went through the formula for determining the amounts of the Chapter Rebates. Tom further noted that any Chapter that has not yet provided its annual Report to the Section ExCom would not receive their Rebate until they provide their Report. He also presented the proposed 2008 Budget and first-half of 2009. Tom explained that the new Budget continues to show a deficit for the GRID since the Section is responsible whether the GRID makes money or not. However, recently, the GRID has made money and we probably will need to realize the Budgeted Deficit. There followed some discussion again whether the Budget should be prepared for 18 months or 24 months. John McBain recalled that a 24-month Budget was agreed upon previously. Jonathan David also suggested that the Budget should be multiples of 12-months. Tom suggested adding another column in the Budget to separate the first 12 months from the following 6, or 12 months. Tom further suggested that we will revise the Budget and present it again at the next ExCom meeting in November.

Jonathan reminded the ExCom that the IEEE-USA OpCom is holding a reception and dinner on 19 October at the Fairmont Hotel in San Jose. The OpCom would like to meet with members of the SCV Section ExCom.

5. Chapter Reports This Meeting:

Gary Sasaki, Chapter Chair, presented the Chapter Report for the Consumer Electronics Society Chapter. Gary presented the Officer list for the Chapter. Gary reported that the Chapter typically holds 11 meeting per year and had the First Distinguished Lecturer presentation in September this year and has about 44 attendees at each meeting. The Chapter gives IEEE-frame clocks with the CES logo to the speakers. Meetings are held in the auditorium at Hewlett-Packard in Cupertino. The Chapter has made Badges for the Officers for the Chapter meetings to help introduce themselves to new attendees and make Chapter business cards for the Officers. The Chapter has had booths at the Maker Fair, and at Hot Chips. Currently, the Chapter has \$3,197 in the Chapter's bank account.

No one from the Control Systems Chapter was present to give the Chapter Report.

Brent Whitlock, Chapter Chair, presented the Chapter Report for the Lasers and Electro-Optics Society Chapter. Brent presented the current Officer list. Brent reported that the Chapter has 468 members and holds 12 meetings in 12 months. The Chapter has \$6,189.52 in Concentration Banking. Brent reported that they had 5 Distinguished Lectures this Fall. Brent requested support from the Section for \$500 for travel to the LEOS Annual Meeting. Brent also requested support for Dr. Jeffers Travel for the December 4th presentation. The Chapter will charge \$10 attendance, \$5 for IEEE Members and Free for Children. The Chapter is requesting \$1000 for this support.

It was MOVED by Whitlock, Seconded by Earman, that the Section support the LEOS Chapter as requested. Hoyt proposed a Friendly Amendment for LEOS to report on the Jeffers Event at the Officers Training in January. Kris Verma asked about the Budget Breakdown for this event. Jonathan Davis proposed a Friendly Amendment that the Event should be Co-Sponsored by the SCV Section and it should Highlighted as such in the GRID announcements. The Motion, with Amendments, was APPROVED nem. con.

Tokunbo Ogunfunmi, Chapter Chair, presented the Chapter Report for the Signal Processing Chapter. Tokunbo presented the Chapter Officer list and noted that the current Chapter Officers have only held office since May. He reported the Chapter currently has \$600 in the bank. The Chapter held two meetings in September – one a joint meeting with CAS and COMSOC. There is one meeting planned for October and possibly one in November and one in December. The November meeting may be a Distinguished Lecturer program – but, the Chapter will need support for the speaker's travel expenses. Tom suggested that SPS prepare a list of expenses and revenue in time for the November ExCom meeting for possible approval at that time. Marcelo suggested that this meeting also possibly could be co-sponsored with Monterey Bay Sub-Section. Tokunbo was concerned regarding getting people to attend in Scots Valley. Tokunbo attended the R6 – OpCom meeting with Tom. The Chapter will hold new elections in November and all of the current Officers have expressed interest in standing for re-election. Jonathan noted that according to the SP Society Web-page, the Society will cover up to \$1700 for Distinguished Lecturer travel expenses, not just airfare. Tom noted that Tokunbo is now the Chair for the SCV GOLD Chapter, too.

Dan Oprica, Program Chair, presented the Chapter Report for the Solid-State Circuits Society Chapter. Dan noted that the Chapter has 1500 members, of which there are 27 Fellows and 80 Senior Members. Dan also noted that this is the Tenth Anniversary year for the Chapter. The Chapter typically holds 10 meetings per year. Dan described the highlights of each of the meetings in 2007. Also, this Fall, the Chapter sponsored a short-course on RF-IC. Dan reported the Chapter currently has assets of \$15,584.34.

Zefram Marks and Curtis Wong, Student Branch Vice-Chair and Secretary, presented the Chapter Report for the Santa Clara University Student Branch. They presented the list of Student Branch Officers. The Student Branch has \$1,865 in their bank account and hold meetings every month. They also held an Interview Workshop with about 50 members attending. The Student Branch would like to host the MicroMouse Competition again in 2008. Additionally, the Student Branch held several field trips and social events. They noted that their Student Branch Web-page was in need of updating. Tom noted that the Student Branch Advisor had recently asked to be removed from the SCV ExCom ListServ. Tom also noted that the Student Branch should talk with any of the local Chapters to request speakers.

Gary Sasaki asked if he could get a list of all Student Members in the Santa Clara Valley. Allen suggested that he could use the IEEE e-Notice tool. Allen also offered to generate a SamIEEE Report for Gary.

No one was available to present the Chapter Report for the Engineering Management Society Chapter.

John Splawn, Chair of the UCSC Student Branch noted that they are looking for speakers and asked to be added to the ExCom ListServ.

6. Chair Report (Tom):

1) Sale of the WESCON domain name:

Tom reported that we have received an official offer from the LA Council to sell us the WESCON domain name for \$5000. There were several errors in the proposed contract for sale as Tom noted. The question still remains as to who owns the domain name and the name of WESCON. Will Lumpkins offered to contact IEEE HQ and get better clarification on this issue. Marcelo noted that should be a list of Rights that should accompany the sale of any Trademark, of registered name. Roger Hoyt recapped the history of the interest in the sale/purchase of the WESCON.COM domain name.

2) Region 6 Meeting in San Diego:

Tom and Tokunbo attended the R6 OpCom meeting in San Diego. Tom has a lot of information from the meeting – including new IEEE Membership materials – but, skipped through this since the meeting was running long.

3) IEEE Sections Congress – 2011:

Tom reported that he had submitted our proposal to IEEE to host the 2011 Sections Congress. Region 6 has supported our proposal and the proposal from the Alaska Section. Tom showed the presentation that was part of the submitted proposal. The three Sections in the Bay Area have agreed to support the Congress with funds up to ~\$57,000. Tom noted that it has been more than 20 years since the Congress was held in Region 6. Also, there are many significant technical anniversaries that coincide with the 2011 date.

4) SVEC Scholarships:

Dan made the announcement that SVEC was accepting applications for scholarships for next year. Interested students should contact Dan via e-mail for more details.

5) Computer Society-SCV Symposium:

T. Y. Lin, Chair of the Chapter, discussed an upcoming 4-day conference with ~500 attendees expected. The SCV Chapter is planning a special seminar on Saturday, 3 November with reduced fees. For the seminar to be operated through the national conference, including insurance, the attendees would have to pay the full conference fee. Jonathan noted that an MOU would be required with the national Computer Society.

Jonathan MOVED, SECONDED by Roger Hoyt, to approved the event on the condition that the Chapter obtain an MOU with the national society/conference.

The MOTION was Approved nem. con.

6) 2008 Section Officer Candidate Selection:

Tom reminded the ExCom that we need to run the Section Elections soon. We will run through the typical rotation of offices. Tom officially called for the nominations of Officers. Fred Jones will coordinate the election this year. We will need a new person to run for Section Secretary. Jonathan nominated John McBain for Secretary, but John declined.

Tom also informed the ExCom that Jonathan will not be able to return as PACE Chair next year. So, we also need to have a new candidate for PACE Chair for 2008.

Jonathan commented that he will still be active in PACE, but cannot serve as Chair.

7) Events:

50th Anniversary of Fairchild Semiconductor:

This is scheduled for 4 October 2007. Dick Ahrons reported that this will run Thursday through Saturday. Dick will be attending most of the events.

2008 TISP Meeting for Region 6:

Jonathan reported that there will be a career workshop all day on the October 19 leading into the Region 6 OpCom meeting weekend. It will be \$35 to attend. Jonathan reviewed the several sessions topic areas. The details are included on Jonathan's PACE Blog and this is advertised in the GRID. Jonathan reported that the event probably will run at a slight financial loss for the PACE committee. Tom reminded the ExCom that the IEEE-USA reception and dinner will immediately follow this event and those interested need to respond to the invitation which Tom will forward to the ExCom members.

Jonathan MOVED, SECONDED by Lumpkins, that this PACE event be approved as described by the Section ExCom. The MOTION was Approved nem. con.

Tom reminded the ExCom that all of the Santa Clara Valley Chapters need to run their Chapter elections in the next month also.

7. Secretary's Report (Allen):

Allen circulated a Get Well Card for Lee Colby for the ExCom members to sign.

8. Committee Reports:

- GRID Editor – Paul Wesling: Not present.
- PACE Committee – Jonathan:
 - No further report.
- GOLD – Tokunbo Ogunfunmi – No report.
- Nominations and Awards Chair – Dan Oprica:
 - Tom reminded the ExCom that Friday 5 October is the Deadline for Region 6 individual awards.
 - Dan reported that he is panning the first SCV Section Awards and would like to nominate Philip Jansen as Chapter Chair, and Atheros as a local company.
 - Allen offered that he could order the plaques once Dan decides how he would like the plaques engraved.
- SAC Chair – David Craven, Tim O'Konski : Not present
- Membership Chair – Slava Mach
 - Slava reported that new Membership Forms are now available and that he has new Membership materials – which are available for the ExCom members this evening. He asked that everyone take only a few copies each.
 - Slava also reported that IEEE-TV (web-based) will start in December.

Slava also presented the budget for an upcoming Nano Chapter Symposium on 13 November at National Semiconductor in Sunnyvale. Six students will describe their visions and ideas to the attendees. They expect about 100 attendees and project the total revenue to be about \$3500 with expenses of \$1140. The Chapter currently has reserves of ~\$13,000.

Slava MOVED, SECONDED by Hoyt, that this event be approved by the Section ExCom. The MOTION was Approved nem. con.

- Educational Activities Chair – Will Lumpkins – No Report
- K-12 – Lee Colby – Not present
- Webmaster – Min Hua:
 - Min reported that he had created a new Webpage for the Robotics and Automation Society Chapter.
 - Min also reported that he reinstated the Job-Site and postings. He has added a Verification Code to prevent spamming.
- Senior Member Advancement – Mark Hooper
 - Mark reported that the Section's policy for support for Senior Member referrals has been questioned by many of the ExCom members. Currently, we have provided referrals for 20 people.
 - Slava noted that the Computer Society has lost many members to ACM.
 - Jonathan asked if the people have done their volunteer service as required.

- Allen noted that original concept was for the new Senior Members to volunteer at the Chapter of their choice.
 - Tom asked if we should consider revising the policy for support.
 - Dan Oprica strongly agreed that the new Senior Members should support the Chapters first.
 - Tom noted that this policy was intended to help the SCV members get to know the members seeking upgrades.
 - Jonathan suggested that the referrals be handed-off to either Chapters or Section Committee Chairs.
 - Roger asked how many of the SCV Chapter Officers are Senior Members – we would expect that many Senior Members would step up to become Chapter Officers.
 - Allen noted that only 46% of all IEEE members are affiliated with an IEEE Technical Society – based on IEEE data from June 2007.
 - Marcelo commented that there should be more Senior Membership benefits.
- Finance Chair – Roxsana Hadjizadeh – No report.
 - Program Chair – Ram Sivaraman – No report.
 - Audit Committee – Slava Mach – No report.
 - IEEE Engineering Milestone Coordinator – Dick Ahrons
 - Dick will be submitting the Planar Transistor and Integrated Circuit nominations in January 2008 for the anniversary of these in 2009.
 - Dick also reported that he met with Gordon Moore and he considers these to be important milestones. The major concern remains where to locate the plaque since the original building may not be a good location.
 - Dick also reported that the Noyce Notebooks from Fairchild will be on temporary display. Hopefully, this will become a permanent exhibit at a later date.
 - SVEC – Dan Oprica, John Gale:
 - John reported that SVEC is beginning the planning for the Engineer's Week Banquet and that this year SVEC will provide a Society Information Table where member technical societies can display brochures for their societies.

9. Other Business:

- No other business.

The Meeting was ADJOURNED at 9:25 pm.



SCV Section Meeting Attendee Sign-in List

Date: 3 October 2007

Name	Chapter Affiliation	Senior Member	Fellow	E-mail
Slava Mach	SCV-Mem Nano	X		s[dot]mach[at]ieee[dot]org
Brian Berg	CNSV			bberg[at]bswd[dot]com
Gary Sasaki	CES			Gary[dot]sasaki[at]digdia[dot]com
Min Hua	LEOS Web			minhua[at]ieee[dot]org
Will Lumpkins	Ed Chair	X		xillia[at]ieee[dot]org
Samar Saha	EDS	X		samar[at]ieee[dot]org
Roger Hoyt	Mag		X	r[dot]hoyt[at]ieee[dot]org
Roxsana Hadjizadeh	Treas	X		roxsana[at]ieee[dot]org
Allen Earman	SCV Sec	X		aearman[at]ieee[dot]org
Marilyn Maynard	VTs			marilyn[at]maynard[dot]com
Clay Maynard	VTs			clay[at]maynard[dot]com
Dan Oprica	SSCS			opricad[at]ieee[dot]org
Jonathan David	PACE	X		j[dot]david[at]ieee[dot]org
John Gale	SCV			Johng[at]Taligo[dot]com
Brent Whitlock	LEOS	X		b[dot]whitlock[at]ieee[dot]org
Marcel Siero	MBSS			siero[at]lee[dot]com
Kris Verma	Nano	X		kris[at]svtii[dot]com
John Splawn	UCSC			jsplawn[at]gmail[dot]com
Curtis Wong	SCU			cawong[at]scu[dot]edu
Mark Hooper	SSCS	X		Mh5[at]ieee[dot]org
Tokunbo Ogunfunmi	SPS	X		tokunbo[at]ieee[dot]org
Dale Gutierrez	Comp EMC	X		dalegut[at]ieee[dot]org
T. Y. Lin	Comp	X		tylin[at]cs[dot]sisu[dot]edu
John McBain	PSES			John[dot]mcbain[at]kla-tencor[dot]com
Fred Jones	PES/IAS	X		f[dot]jones[at]ieee[dot]org
Dick Ahrons	CNSV	X		ahrons[at]alum[dot]mit[dot]edu



Santa Clara Valley Section Excom – October 2007

AR LIST from October ExCom Meeting

Item	Action	Responsible	Due	Status
10-01	Revise the Draft Budget to reflect a 24-month planning period for CY2007 and CY2008.	Tom Coughlin	11/7/07	OPEN
10-02	Send SamIEEE list of SCV Student Members to Gary Sasaki.	Allen Earman	10/15/07	CLOSED
10-03	Prepare event budget information for SPS Distinguished Lecturer Program.	Tokunbo Ogunfunmi	11/7/07	OPEN
10-04	Add John Splawn (UCSC) to ExCom Listserv.	Allen	10/10/07	CLOSED
10-05	Contact IEEE-HQ regarding clarification of Rights to use WESCON trademark and Domain name.	Will Lumpkins	11/7/07	OPEN
10-06	Send IEEE-USA OpCom reception info to ExCom members.	Tom	10/5/07	CLOSED

Outstanding AR's from Previous meetings

Item	Action	Responsible	Due	Status
09-01	Propose an Engineer's Week Booklet to the SVEC for next February.	Dan Donahoe	10/3/07	OPEN
09-02	Send Draft Extended Budget to Section Officers for review.	Roxsana	10/03/07	OPEN
06-01	Plan a joint PACE/GOLD/EMBS Student Career event at Stanford University in the Fall.	Jonathan David, Ken Doniger	9/5/07	OPEN
05-02	Contact the SF Section GOLD affinity group to discuss their success as a group.	Jonathan	6/6/07	OPEN
05-03	Find out from IEEE-HQ the share ownership of the WESCON name and domain-name.	Tom	6/6/07	OPEN
04-01	Provide access to PE/IAS SamIEEE for all PE/IAS officers.	Tom	5/2/07	OPEN
04-02	Report on Lapsed Memberships.	Roxsana, Slava, Dan Donahoe,	5/2/07	OPEN
02-08	Propose a 12 month Budget extension into 2008 as part of our 2007 Section Budget.	Ram	3/07/07	OPEN
01-08	Demand IEEE-HQ provide new L-50 forms in a timely manner.	Ram	1/15/07	OPEN