



ExCom Meeting Minutes – March 4, 2009
Held at Cogswell College, Sunnyvale, CA

Attendance: 34 – *See attached attendance list.*

Section Chair Roxsana Hadjizadeh called the meeting to order at 6:18 PM

Agenda

- Agenda was approved as submitted.
- Last meeting minutes of February 4, 2009 rev-1 were approved without changes.

CNSV Presentation to the Section

- The first part was presented by Kim Parnell, CNSV Chair. The title was “Helping Our Members During A Recession” and the theme was “Let’s thrive instead of survive”. The presentation was updated today at 4:30 PM.
- Challenges, vision and plans for CNSV were presented. The methodology is to give a series of seminars, workshops and technical talks on each aspect of consulting. The proposal involves one to two events per month for 10-12 months. This count includes short events before monthly meetings and a few events that replace monthly meetings. Events will likely be 2-4 hours long. Some events will be shorter or longer depending on the topic.
- While the initial focus is on "Consulting as a Business" and "Professional Development", CNSV will be flexible in adapting the focus to address changing member needs. CNSV will likely not have the volunteer bandwidth to be involved in any technical training program launched by SCV Section.
- The need to be flexible to adapt to changing member needs may inhibit achieving breakeven cash flow. With the approval of the Seminar Program Steering Committee, the program may expand beyond seminars to include other activities that address member needs.
- John Gale, CNSC Marketing Committee Chair, presented the budget for this proposal which spans over 2-3 years and costs between \$20K - \$40K.
- CNSV requested seed money of \$14K from the SCV Section. This is for 10 months of activity. Depending on CNSV’s activity in the summer, this period will end in January-March 2010. CNSV will keep CNSV membership fees received separate from the SCV Section accounting and will retain these funds for CNSV.
- For the purposes of managing this program, the CNSV Marketing Committee will hold (at least) quarterly meetings with the following invited participants as the Seminar Program Steering Committee: Chair CNSV, Vice Chair CNSV, Treasurer CNSV, Secretary CNSV, Chair Marketing Committee, Co-Chairs Seminar Program, Tom Coughlin, Dhaval Brahmabatt, and SCV Section Representatives. These meetings will be chaired by John Gale.
- CNSV will report back to the Section and likely request additional funds for 2010 in January-March 2010.
- The highlights of the lively discussion were as follows:
 - a. Roxsana appointed Allen and Ram to work with CNSV on this project as members of the Seminar Program Steering Committee.



- b. Topics of these workshops will be determined by CNSV. Potential topics include how to be a professional consultant, marketing and sales, advertising consulting services on Craigslist and others, and public speaking.
- c. SCV is requesting help from Paul Wesling (eGRID) for this project.
- d. There is no need for an MOU for this project since it is within the Section.
- e. Dan Craven states that we need to think of this money as a “stimulus” for SCV unemployed members to help them improve their existing skills and to learn new skills.
- f. Steven Cerri stated that the chapter charter is to help out its members and to just break even in regard to expenses. Since the economy is changing daily, we need to adjust our training to meet the needs that arise during the year. Associating a portion of the money with specific milestones will not work in this situation.
- g. There were some concerns about having no way to measure the project’s success during the year.
- A motion was made by Tom Coughlin and seconded by David Craven to approve the following CNSV request.
 - a. One check for \$14,000 in non-refundable funding
 - b. Assistance in accessing SAMI and Notes db
 - c. Authorization for up to two, one-quarter page rotating locations, no-fee advertisements in each issue of eGRID with a waiver of restrictions on fee to attendee, etc.
 - d. Personal introductions and assistance in accessing no-fee venues.
 - e. 33 approved and one was opposed. The motion was approved.

Chapter Reports

- **Santa Clara University Chapter, Power Electronics Society Chapter, and University of California at Santa Cruz**
 - These chapters were not represented at this meeting. Their reports will be rescheduled to be given at the next meeting, April 1, 2009.
- **Joint Power Engineering & Industry Applications Society (PES/IAS) - Jim Alvers, Chair**
 - During the last year, there were eight technical meetings. Most members are licensed Professional Engineers with BSEEs or MSEEs. PES membership is 530. IAS membership is 299. The average number of members attending monthly meetings is 22. Full day workshop attendance was 98. The chapter’s checking balance by the end of December 2008 was \$4,178.



Officer Reports

- **SCV-MTT Chapter Short Course Budget – Luiz Franco-Neto, Chair**
 - The Short Course will be held on Saturday May 9, 2009 at SLAC from 8:30 AM-4:30 PM. Presentations on wireless standards, transceiver design, design verification and testing will be given by 8 speakers. There will be 6-8 sponsors with tables to display their products. The tentative budget was presented and discussed. David Craven moved, and Dick Ahrons seconded the motion to approve the budget as presented. The motion was approved unanimously.

- **Chair Report – Roxsana Hadjizadeh**
 - There is a request to co-sponsor the “International Conference on Communications, Circuits and Systems (ICCAS)” which will be held at the Crown Plaza Hotel, Milpitas on July 23-25, 2009. No liability is expected for losses or gains from surplus to the Section. An MOU needs to be signed using the IEEE Standard Form. Tom Coughlin moved and it was seconded by Dave Craven, to approve the co-sponsorship. The motion was passed unanimously.
 - Ram talked about the Region 6 meeting which will be held on March 20th -21st, 2009 in Manhattan Beach, CA. Tom talked about the Central Area Spring Meeting to be held on March 28th at the University of California at Santa Cruz - the Agenda is on the Central Area web site. The section should send representatives to both of these meetings.
 - Ram gave a report on the IEEE 125th Anniversary Celebration. At the last meeting the SCV section approved \$8K for these activities. There will be 250 attendees. Ram agreed to mention the IC-50 Milestone in this celebration.
 - Roger Hoyt gave a report on the 2011 Section Congress Meeting which will be held in San Francisco.

- **Vice Chair Report – Allen Earman**
 - No report

- **Secretary Report – Mohamed Sayed**
 - Listserv 09 is up and working. More refinements are in progress. January and February meeting reports were submitted to Region 6.

- **Treasurer Report – Mark Hooper**
 - February’s expenditures were \$2,942.58. The ending balance was \$254,045.45. All chapters submitted their financial reports to Mark.
 - The SCV Section Annual Financial Report was submitted before the deadline to be eligible to receive a 10 % bonus.
 - CES and APS chapters need to pick up their rebate checks. Monthly expenses and the cash on hand were presented.



Committee Reports:

- **eGRID Editor** – Paul Wesling
 - There were a lot of activities by all SCV Chapters. Some revisions of activities were due to the status of the economy.
- **PACE Chair** – Ram Sivaraman - No report.
- **GOLD Chair** - Stephen McInerney
 - Stephen was ill and Jonathan David presented his report.
 - The Soft Skills Seminar will be on Saturday April 25th and also in early May.
 - IEEE HQ is not responding in a timely way with the Letter of Authorization for the Concentration Banking Account. This has been dragging on for months and will impact or cancel our events.
- **IEEE Engineering Milestone Coordinator** – Dick Ahrons
 - **HP-35** - HP has taken charge of the event set for April 16th. Most of the original design team are invited. Events will take place at HP and the plaque will be mounted at HP. Lew Terman, 2008 IEEE President, will be attending as a representative of IEEE National. The plaque has been ordered, and small bronze plaques will be given to each team member. HP is paying all of the bills.
 - **IC@50** - May 6th and May 8th events. Intel is the overall sponsor, and National Semiconductor is the May 8th sponsor. May 6th and 8th will include two invited receptions: General and VIP.
 - There is a conflict with the Section meeting of May 6th. Allen will change it to Tuesday, May 5th or Thursday, May 7th.
 - **Stanford Engineering Milestone** - Mohamed already started working on this and will make a report next month.
- **SCV Section Webmaster** – Min Hua
 - SCV-LEOS is now SCV-Photonics.
 - SCV-CAS web site has been revamped to a new XHTML/CSS design and released to the chapter.
 - Slides of Photonics and CAS web pages were shown.
- **Senior Member Advancement Chair** – Jack Berg
 - Two activities are planned: one in June 2009 and the other in December 2009.
- **Nominations and Awards Chair** – Dan Oprica
 - There were six scholarships awarded at SVEC. Five students attended and one could not make it.
- **SAC Chair & University Student Groups** – David Craven
 - David met with students from all over the Bay Area to find out their needs from IEEE.



- **Membership Chair** – Slava Mach
 - IEEE worldwide membership is 391,560 as of January 2009. Student membership is 91,140. Overall IEEE membership increased by 2% from 2008 to 2009.
 - From 2008 to 2009, Region 6 Professional membership decreased by 1.4%. Graduate student membership increased by 6.9%. Undergraduate membership decreased by 7.4%. The total membership decrease was -1.3%
 - Slava collected names and e-mails for people interested in receiving the detailed report about membership growth.

- **Educational Activities Chair** – Ken Doniger - Not present.

- **K-12** –Lee Colby - Not present.

- **Chapter Reports Scheduled for April 1, 2009 meeting:**

1. Santa Clara University	SCU
2. Power Electronics Society	PELS
3. University of California at Santa Cruz	UCSC
4. Reliability Society	RS
5. Stanford University	SU
6. San Jose State University	SJSU
7. Nanotechnology Council	NANO

- **Next Meeting: Wednesday, April 1, 2009 at Cogswell College Board Room**
- **The meeting adjourned at 9:05 PM.**

Respectfully submitted by SCV Secretary, Mohamed Sayed



MONTH	DATE	EVENT	LOCATION	TIME	CONTACT PERSON
JANUARY					
	Saturday, January 24, 2009	Officers Training	Mountain View	8:00 AM -1:00 PM	Min Hua
	Wednesday, January 07, 2009	ExCom Meeting	Sunnyvale	6:00 PM - 8:30 PM	Roxsana
FEBRUARY					
	Wednesday, February 04, 2009	ExCom Meeting	Sunnyvale	6:00 PM - 8:30 PM	Roxsana
	Thursday, February 19, 2009	SVEC Banquet	San Jose	5:30 PM - 9:30 PM	Jack Berg
MARCH					
	Wednesday, March 04, 2009	ExCom Meeting	Sunnyvale	6:00 PM - 8:30 PM	Roxsana
	Friday-Saturday March 20-21, 2009	Region 6 Meeting	Manhattan Beach, CA	8:00 AM – 5:00 PM	Ram
	Saturday, March 28, 2009	Spring Central Area Meeting	UC Santa Cruz	8:00 AM - 5:00 PM	Tom Coughlin
APRIL					
	Wednesday, April 01, 2009	ExCom Meeting	Sunnyvale	6:00 PM - 8:30 PM	Roxsana
MAY					
	Wednesday, May 06, 2009	ExCom Meeting	Sunnyvale	6:00 PM - 8:30 PM	Roxsana
	Wednesday, May 06, 2009	IC Milestones	Mountain View	4:00 PM - 6:00 PM	Dick Ahrons
	Friday, May 08, 2009	IC Milestones	Mountain View	4:00 PM - 6:00 PM	Dick Ahrons
JUNE					
	Wednesday, June 03, 2009	ExCom Meeting	Sunnyvale	6:00 PM - 8:30 PM	Roxsana
JULY					
AUGUST					
SEPTEMBER					
	Wednesday, Sept. 02, 2009	ExCom Meeting	Sunnyvale	6:00 PM - 8:30 PM	Roxsana
	Wednesday, Sept. 16, 2009	125th IEEE Anniversary	San Jose	6:00 PM - 9:00 PM	Ram Sivaraman
OCTOBER					
	Wednesday, October 07, 2009	ExCom Meeting	Sunnyvale	6:00 PM - 8:30 PM	Roxsana
NOVEMBER					
	Wednesday, Nov. 04, 2009	ExCom Meeting	Sunnyvale	6:00 PM - 8:30 PM	Roxsana
DECEMBER					
	Wednesday, Dec. 02, 2009	ExCom Meeting	Sunnyvale	6:00 PM - 8:30 PM	Roxsana



Name	Chapter Affiliation	Senior Member	Fellow	E-Mail
Alan Weissberger	ComSoc	X		alan[dot]weissberger[at]ieee[dot]org
Allen Earman	SCV-Vice Chair	X		aearman[at]ieee[dot]org
Bill Orner	SCV-CES			Bill[dot]Orner[at]ieee[dot]org
Dan Oprica	SSCS			opricad[at]ieee[dot]org
David Craven	Education, VTS			david[dot]craven[at]lamrc[dot]com
David Wyland	RASSCV			dcwyland[at]ix[dot]netcom[dot]com
Dick Ahrons	CNSV	X		ahrons[at]alum[dot]mit[dot]edu
Ed Aoki	CPMT	X		e[dot]aoki[at]ieee[dot]org
Fred Jones	PES, IAS	X		f[dot]jones[at]ieee[dot]org
Greg Fountain	PELS			ieee[at]telvex[dot]com
James Alvers	SCV/IASPES	X		alversj[at]squared[dot]com
Jay Banwait	MTT	X		jaybanwait[at]ieee[dot]org
Jeremy Eades	SJSU			jeremyeades[at]yahoo[dot]com
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John Berg	Nano	X		ieeenano[at]gmail[dot]com
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Min Hua	SCV-Web, LEOS			minhua[at]ieee[dot]org
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Nick Masseti	Nano	X		nickmasseti[at]ieee[dot]org
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Ram Sivaraman	SCV-Pace Chair	X		ramsivaraman[at]ieee[dot]org
Reuben Thibodeau	SJSU			reubanga[at]gmail[dot]com
Roger Hoyt	MAG		X	Roger[dot]hoyt[at]sbcglobal[dot]net
Roxsana Hadjizadeh	SCV-Chair	X		roxsana[at]ieee[dot]org
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Steven Cerri	CNSV			steven[at]stcerri[dot]com
Tom Coughlin	Region 6	X		tom[at]tomcoughlin[dot]com
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