SCV ExCom Meeting Minutes – November 2, 2011

Cogswell College, Sunnyvale, CA

Attendance Count: 31 (***see Attendee Roster at end of these minutes***)

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

Kim Parnell called the meeting to order at 6:00 pm.

October Meeting Minutes (Kim Parnell)
Kim asked if there were any objections to acceptance of the minutes from the 5 October 2011 meeting as circulated on the listserver. Hearing no objections, the minutes were accepted.

November Meeting Agenda (Kim Parnell)
Kim asked if there were any changes to the agenda that had been circulated prior to the meeting. Hearing no objections, the agenda was accepted.

Chapter Report #1: Technology Management Council (EMS) (Carl Angotti, Vice Chair, and Acting Chair)
- Carl reviewed the current chapter officers
- Financials provided: $13,015 in the bank
- The bank assets were used as seed money for the June International TMC conference, at which 158 papers were presented
- Meetings are generally held monthly
- There are over 2000 members from 14 societies

Chapter Report #2: Vehicular Technology Society (VTS) (Clay Maynard, Chair)
- Clay reviewed the current chapter officers, which only include him
- Clay made an appeal for officers since he lives outside of the Bay Area now and needs to turn responsibility over to a new crew
    - Brian noted that he had collected some names at the Oct. 4 IEEE Spectrum electrical vehicle tech forum
    - Clay had a table at the Oct. 24 IEEE Spectrum high speed rail tech forum in an effort to garner interest in new officers for the chapter
- Financials provided: $19,420 in the bank
- There are 160 chapter members in SFBAC
- Two meetings were held during this current year

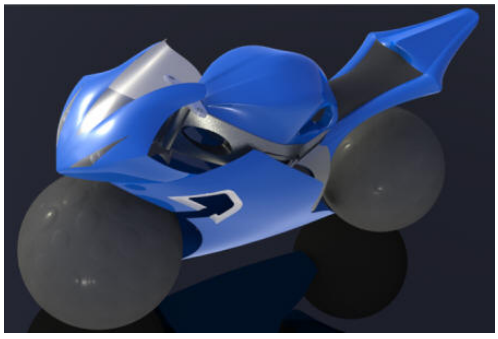
Chapter Report #3: Stanford Women in Engineering Affinity Group Student Branch Chapter (WiE) (Aakanksha Chowdhery, Chair)
- Aakanksha noted that the chapter was formed in May of this year
- The chapter is working in collaboration with the Stanford Student Chapter officers, including its finances

- Their faculty advisor was Prof. Fei-Fei Li, whose specialty is Artificial Intelligence
- The chapter has 25 active members, all of whom are graduate students
- Activities include some in May, and three events in October which drew a total of 315
- A Big Sister-Little Sister mentorship event on Oct. 21 was joined by industry women from Cisco, CoolIris and Lockheed Martin
- Another event is planned for Nov. 10, along with two in each of the months of Jan., Feb., April and May
- May 17 is the date planned for a WiE Conference
    - The estimated budget is $3000; it could become an R6 event
- The chapter is trying to expand beyond just EE students

Report: SJSU Student Branch (Dylan Guldiken, Chair; Jagbir Kalirai, Vice Chair)

- Recent Tech Talks:
    - SunPower CEO
    - Analog Devices Applications Manager
- Teach Talks by Physics and EE Professors
- The SJSU STB was the Winner of IEEE Day Photo Contest (the first American Chapter to ever Win!); see photo at right
- Company tours and Shadowing engineers scheduled for SunPower, Analog Devices
- Funding request: update computers and lab stations for better lab service
    - Goal: to provide better lab service to our student members
- IEEE SJSU is rapidly growing
- IEEE SJSU won best College of Engineering Club earlier this year!
- Staff, Professors and Deans are very pleased with the chapter
- Goal: continue to be one of the best STBs in the US
- It could not be denied that the SJSU members came in awesome student colors

SJSU Student Branch Spherical Drive System Team Report: (Andrew Parmar, Chassis Design/Omni-Wheel; Max Ratner, Team Lead; Spencer Wong, Electrical Lead; Alex Yun, Power Electronics; Joshua Perez, Power Electronics)



- Team members in attendance explained how this combination of Segway and motorbike is taking vehicle dynamics to uncharted territories
- Team SDS is formed as part of the Senior Design Project requirement at SJSU for engineering students
- The vehicle is self-stabilizing, and is based on an inverted pendulum system

- Many details are on the web at www.SphericalDriveSystem.com
- Team SDS made a funds request
    - They noted that battery funding is the biggest requirement ($3112)
    - Two of the sensors cost $500
- They hope to have a full-scale model by the end of May
- They noted that the Formula Hybrid t team completed their vehicle
    - It did not pass the technical inspection
    - They were at the competition in New Hampshire
    - The vehicle is being converted to a full electric vehicle

Officer Reports

Chair (Kim Parnell)

- IEEE-SCV Section Election to be held by vTools
    - Nominating Committee: Ram Sivaraman, Lee Colby, Fred Jones, Tom Coughlin
    - Election period: until late November
    - Nominees:
        - Chair: Brian Berg
        - Vice-Chair: Ed Aoki
        - Treasurer: Sachin Desai
        - Secretary: Jay Banwait
        - PACE Chair: Kiran Gunnam
- Kim encouraged the Section chapters to attend to the following tasks:
    - work on their year-end financials
    - make sure Meeting Reports are current
    - select candidates for chapter elections
- Signal Processing Society (SPS)
    - Dr. Bhaskar Saha has been nominated as Chair and will be coordinating new elections
    - Thanks to past SPS Chair Victor Ramamoorthy for helping in coordination
- The fact that student branch funding requests in particular should be planned out and submitted early was emphasized by Kim
- IEEE International Elections closed on Oct.3
    - Peter W. Staecker will be the 2012 President-Elect
- PhotoVoltaic chapter (Kim, Ed)
    - EDS is backing out, but CPMT is coming in
    - Instead of 4 chapters, it looks like CPMT will be the backing chapter

Vice Chair (Brian Berg)

- The two October IEEE Spectrum Tech Forums held at the CHM were organized with initial help from Kim, 2009 SCV Chair Roxsana Hadjizadeh and myself.
    - Oct. 4 *Emerging Technology Forum: Silicon Valley's Impact on the Automotive Industry*
        - This had about 300 in attendance
        - Roxsana recruited two of the speakers from Tesla Motors
        - I was able to get the names of about 8 people to attempt to assist Clay Maynard in recruiting VTS chapter officers

  - Oct.24: *Reinventing Infrastructure for High Speed Rail*
    - This was limited by the sponsor ANSYS to 250
    - Tables were set up at this event for Clay (VTS) and myself (CNSV)
  - I am hoping to coordinate a "Big Data" Tech Forum for next year, and may work with James Irvine on this (he was a High Speed Rail panelist, and is a professor at University of Strathclyde in Glasgow, Scotland)
- An obituary for Nick Moll has been posted on the IEEE's *The Institute* website
- There was an Oct. 15 CHM event *An Analog Life – Remembering Jim Williams*
  - The section helped to promote this event
  - Jim was a renowned Linear Technology analog engineer who had recently passed away
  - A new CHM temporary exhibit consists of Jim's workbench and office

Treasurer (Ed Aoki, Treasurer)

- Section October (actual) + November (projected) Financial Report:
  - Expenses
    - Chapter Rebates/Support: $3365 + $1445
    - Other expenses:
      - ExCom Food: ~$540
      - SC2011 Travel, Lodging: ~$1250
      - PACE: $722
  - Receipts:
    - SFBAC: $10,000 (estimated)
- Ed presented his guidelines for 2012 Budget:
  - IEEE-HQ rebate is expected to shrink by ~2% to $52K
    - Based on historical decline in SCV membership (retain 5% shortfall)
  - Remove $15K in SC2011 Allocation
  - Remove $10K in spill-over rebate checks
  - Remove $3K in webmaster honoraria
  - Increase chapter rebates from $25K to $30K
  - Reduce Student Chapter support from $11.3 K to $10K
- Ed showed a spreadsheet and discussed its details at length with the attendees, including an expected shortfall of $15,000
  - It was emphasized that we have funds enough in the bank to cover this
  - Brian Berg noted that there had been rumors to the effect that IEEE would begin to take back funds from sections having excessive funds in the bank, and so spending these funds was a reasonable thing to do to support our Section

- Jeffrey Pawlan made a MOTION to accept the budget as presented by Ed Aoki, and Kris Verma SECONDED the motion. It PASSED unanimously.

- Vijay Narasimhan of the Stanford EDS Student Branch Chapter said he had been talking to David Craven about funding requests for 2012
- In light of all of this, the earlier WiE request for funding was revisited:
  - Jack Berg made a MOTION that $1,000 be allocated for the WiE Stanford Student Branch Chapter in support of the WiE Conference to be held next May, and Jeffrey Pawlan SECONDED the motion. Brian Berg made a request that the funding be allocated under the assumption that this chapter would eventually

become the revived WiE Chapter for the SCV Section. The motion was so amended, and it PASSED unanimously.

- The earlier request by the SJSU Student Branch was revisited:
  - Ed Aoki made a MOTION that $1,000 be allocated for the SJSU STB's "IEEE Office Room" (Room 376) in support of purchasing a new main printing computer; Wi-Fi router and toner, and Brian Berg SECONDED it. The motion PASSED unanimously.
- The earlier request by the SJSU Spherical Driver System Team was revisited:
  - Brian Berg made a MOTION that $1,000 be allocated for two inertial motion units at $500 each, and Vijay Narasimhan SECONDED it. Jeffrey Pawlan made a request that the SJSU SDS Team would need to come back to an ExCom meeting to show the status of the SDS Team's efforts by the end of the school year. The motion was so amended, and it PASSED unanimously.

Secretary (Ed Aoki)

- No report as he had made extensive comments earlier.

PACE (Kiran Gunnam)

- The October 19 event *Career Networking: When and How to Switch Jobs* by John West Hadley, at the Biltmore Hotel in Santa Clara
  - Total attendees: 45 signed up; 27 (all IEEE, with 5 being Senior Members)
- Career Networking Night: Wed., Nov. 30, 6-9pm, KeyPoint Credit Union

Committee Reports

IEEE-SCV Section Elections (Lee Colby)

- The election announcement will be coming out shortly

IEEE/Computer History Museum (CHM) Relationship and IEEE Engineering Milestones Report (Brian Berg, for Dick Ahrons)

- Brian Berg reported on the IEEE Milestone for Data Storage in Flash Memory
- Vijay Narasimhan reported on the Student conference that is planned for a morning and lunch; all SFBAC student branches will be invited
  - Date not yet finalized, but probably on a Saturday
  - Speaker followed by an ice-breaker
  - Speed dating best practices
  - Collaborative event

K-12 (Lee Colby)

- He and David Craven are working on fuel cell cars
- Science Fairs are starting up
- Ed reminded Lee that he has $700 in the bank

Membership (Brian Berg)

- Adrienne Hahn, Manager, IEEE Membership Marketing & Communications, has been in communication with the Membership Development Chairs of the sections having the

largest membership, and will be sending out a progress report that shows first year retention in our section.

- In 2011, the IEEE MGA (Member and Geographic Activities) Board began implementing a membership strategy for the U.S. consisting of several components, which includes improving the first year experience for new members. To help support this strategy, we are initiating a project to help support the 5 largest IEEE Sections (by membership) for each of the U.S. Regions. The 30 Sections targeted for this project produced over 58% of the total new higher grade IEEE members in the US for 2011. Therefore, this group of US Sections makes a profound impact on membership growth and retention.
- Since your Section is currently one of the 5 largest (by membership) in Region 6, we will be providing you with reports and other support to assist you in making the new member experience in your Section even better. Each month you will receive a monthly report with updates on recruitment and retention, volunteer recognition, tips & tools and a best practices scorecard. It will be sent to you, your Section Chair, Membership Development Chair and Region Director to inform everyone of the progress being made.
- In order to make the report more robust and give credit to your efforts, I am asking that you send to me any and all events or activities that you are doing in your Section that support membership development and the new member experience. As I receive them, I can add them to the monthly report.

Nominations and Awards (Jeffrey Pawlan)

- Jeffrey announced that he will be handling the awards again for this coming year
- He is hoping that his request for having a large and small best section award, and a large and small best student branch award, will be accepted
- He encouraged student branches to write their own nomination if they feel that their student branch is doing extremely well, and to submit the nomination to Jeffrey

Webmaster (Jared Petrie, Webmaster)

- October was quiet
- He did an update to the section website

Senior Member Advancement Chair (Jack Berg)

- A Senior Member Advancement event will be held on Nov. 14 from 6:15-8pm at Cogswell College
- Expect to have 25 to be elevated; looking for senior member references
- 71 new senior members this year; second only to 79 in UK and Ireland
- We invite current IEEE members who wish to advance to the grade of Senior Member to attend. If the candidate is in good standing and deemed eligible for advancement, a few of our Section's Senior and Fellow members will be available to assist in completing the application process. These events have often allowed in excess of 30 of our members to become Senior Members. We provide pizza and refreshments to those in attendance.

GOLD (Jared Petrie)

- Two more socials coming up
- Elections coming up

Old Business

Future Meeting Space at Cogswell College (Ed Aoki)

- Ed checked with Cogswell College re: access to Room 172 for future meetings
  - In June we offered to put up a large screen to allow that room to be usable
  - Today, Ed found out that the projector had been installed

The meeting was adjourned at 8:33 pm.

Respectfully submitted by acting SCV Secretary Brian Berg

IEEE Networking the World

Santa Clara Valley Section ExCom Meeting Attendance Sheet

November 2 2011

#	First	Last	Chapter/Office	Senior	Fellow	Email
1	Aakanksha	Chowdhery	Stanford Univ. Student Branch: Women in Engineering Chair			achowdhe@stanford.edu
2	Alex	Yun	SJSU Student Branch			alexyun87@gmail.com
3	Andrew	Parmar	SJSU Student Branch			simplybava@hotmail.com
4	Brian	Berg	SCV Vice Chair, Membership	x		brianberg@gmail.com
5	Carl	Angotti	TMC-Chair			carl@angotti.com
6	Clay	Maynard	VTS-Chair			clay@maynard.com
7	David	Craven	SCV-Student Activities Coordinator			david.craven@lamrc.com
8	Dylan	Guldiken	SJSU-STB-Chair			dylan_guldiken@msn.com
9	Ed	Aoki	SCV Secretary/Treasurer	x		e.aoki@ieee.org
10	Henry	Li	SJSU Student Branch			hli874@gmail.com
11	Jack	Berg	SCV Senior Member Advancement	x		johneberg@gmail.com
12	Jared	Petrie	SCV-Webmaster			scv_webmaster@ieee.org
13	Jagbir	Kalirai	SJSU-STB-Vice Chair			jagbirk1@hotmail.com
14	Jeffrey	Pawlan	SCV Nominations & Awards	x		pawlan@ieee.org
15	John	Delaney	SCV-TMC			john.delaney@ieee.org
16	Joshua	Perez	SJSU Student Branch			jperez540@gmail.com
17	Kim	Parnell	SCV Chair	x		kim.parnell@stanfordalumni.org
18	Kiran	Gunnam	SCV-PACE Chair	x		kgunnam@ieee.org
19	Kris	Verma	Emeritus Chair, Nano Council			kris@svtii.com
20	Larry	Nagel	CNSV-Chair		x	lwn@omega-enterprises.net
21	Lee	Colby	SCV Chair Emeritus, K-12	x		lee.colby@ieee.org
22	Les	Besser	LM Chair		x	LesBesser@AOL.com
23	Mahadeva	Saseetharran	(IEEE)	x		sash@ieee.org
24	Matthew	Senesky	PEL-Chair			senesky@gmail.com
25	Max	Ratner	SJSU Student Branch			maksim.ratner@gmail.com
26	Roger	Hoyt	SC2011 Local Chair		x	r.hoyt@ieee.org
27	Roshni	Cooper	Stanford Univ.			rccooper@stanford.edu
28	Roxsana	Hadjizadeh	SCV Sr Past Chair	x		roxsana@ieee.org
29	Spencer	Wong	SJSU Student Branch			spencerwong0422@gmail.com
30	ThuyLoan	Nguyen	SCV-CAS			tln572@yahoo.com
31	Vijay	Narasimhan	Stanford Univ. SBC-EDS Chair			vijay_narasimha@ieee.org