

IEEE Solid-State Circuits Society
Administrative Committee Minutes

Of Monday, 29 August 2005, San Francisco Marriott Hotel, Fourth Street,
San Francisco, CA

Next meeting: Sunday 5 February 2006
at the San Francisco Marriott Hotel, Fourth Street, San Francisco, CA

PART A: SUMMARY OF MOTIONS AND ACTIONS
MOTIONS

1. Decisions voted on 29 August 2005

Motion 1: To approve the minutes of 4 February 2005. The motion passed.

Motion 2: To support a newsletter upgrade for 2006, under the direction of Mary Lanzerotti with travel funding of \$2,000. The motion passed.

Motion 3: For 2007 to increase Society Membership dues (currently \$18) by \$2 to \$20 and include with that membership, subscription to the on line Society Conference Digital Library.
For 2007 to replace the CD (currently \$30) with the DVD and charge \$40.
The motion passed.

Motion 4: For SSCS to support as a technical co-sponsor, the following Conferences

DAC 2007
DATE 2006
ICCAD 2006
RFIC 2006
ESSCIRC 2006
ISLPED 2006
CSICS 2006 (formerly GaAs IC Symposium)
BCTM 2006
TSA-VLSI 2006 (Both Technology and DAT)
VLSI Design 2006
The motion passed.

Motion 5: To sponsor the Organic Microelectronics Workshop 2006. The motion passed.

Motion 6: To advance \$40K for the 2006 Symposium on VLSI Circuits. The motion passed.

Motion 7: To fund at \$10K for 2006, a Career Guide. The motion passed.

Motion 8: To fund up to \$40K in 2006 for two segments for the IEEE Education program, Expert Now, at \$20K each. The motion passed.

Motion 9: To increase the allocation for the Distinguished Lecture Program to \$25K. The motion failed. Funding for 2006 will remain at \$10K.

Motion 10: To fund up to \$12K in 2006 for special activities organized by chapters as a supplement to the SSCS subsidy program. The motion passed.

Motion 11: To fund up to \$50K in 2006 for two Pre Doctoral Fellowships of up to \$25K each. The motion passed

Motion 12: To elect Dick Jaeger as SSCS President and Willy Sansen as SSCS Vice-President for terms 1 January 2006 to 31 December 2007.

Motion 13: SSCS will offer electronic balloting in addition to paper ballots for the 2006 AdCom election at an estimated cost of \$7K. The motion passed

Motion 14: To revise the SSCS Bylaws to read

SSCS Bylaws

14.0 Technical Councils

14.4 Representatives

The President shall appoint representatives to IEEE Technical Councils on which the Society has representation. These representatives will be ex officio members of the SSCS Administrative Committee without vote, unless having the vote through some other position on the AdCom.

The motion passed.

2. Results of Electronic Balloting since 4 February 2005

Rename the IEEE Solid-State Circuits Award to the IEEE Donald O. Pederson Solid-State Circuits Award. After an online discussion period from May 23 to May 31 and online voting from June 2 to June 8, the motion carried unanimously.

PART B: MEETING MINUTES

1. WELCOME AND INTRODUCTIONS

Steve Lewis

The meeting was called to order by SSCS President Steve Lewis at 1:00 p.m.

2. SECRETARY'S REPORT

David Johns

A. Roll Call

a.) Voting members present

Bryan Ackland

Wanda Gass

Teresa Meng

Gary Baldwin

Dave Hodges

Jan Rabaey

Bernhard Boser

Dick Jaeger

Jan Sevenhans

Bill Bidermann

David Johns

Charlie Sodini

Anantha Chandrakasan

Rakesh Kumar

Jan Van der Spiegel

John Corcoran

Thomas Lee

C. K. Ken Yang

Terri Fiez
Ian Galton

Domine Leenaerts
Steve Lewis

b.) Voting members absent

Takayasu Sakurai
Mehmet Soyuer

(c.) Additional Attendees

Jonathan David
Bruce Hecht
K. Nagaraj
Bram Nauta

Katherine Olstein
Anne O'Neill
Larry Starr

Lew Terman
Tim Tredwell
Bruce Wooley
CK Wang

B. The minutes of the 06 February 2005 meeting were posted on the Web in April.

Motion 1: To approve the minutes of 6 February 2005. The motion passed.

In addition, David Johns reported on the results of Electronic Balloting since 4 February 2005, namely the motion to rename the IEEE Solid-State Circuits Award the IEEE Donald O. Pederson Solid-State Circuits Award. After an online discussion period from May 23 to May 31 and online voting from June 2 to June 8, the motion carried unanimously.

3. IEEE REPORT

Lew Terman

New Executive Director

Lew Terman, the IEEE Division 1 Director, highlighted the credentials of the IEEE's incoming Executive Director, Jeffrey Raynes, and went on to describe changes in the distribution of the Societies and Councils within the 10 IEEE regions.

Finances

The IEEE now includes 42 Societies and Councils and has returned to its customary reserve level of \$130M. The JSSCS has the best revenue-generating 'hit ratio' of any online publication in the organization. Dr. Jaeger objected to the requirement that 20% of surplus conference budget must be turned over to the IEEE; he said it should be 20% of the total revenue. Mr. Terman promised to bring this issue before the BoD in addition to the following conference-related topics that it already plans to consider:

- Examine Impact on Societies and Membership
- Examine Financial Impact on IEEE, opportunity for increased net
- What are Long Term Strategy; Goals; Perspectives and Membership Value?
- Competitors?
- Decentralized vs. Centralized control
- Opportunities for Joint Conferences
- Financial Control (Audit Issues)

- Exposure to Contingencies (Terrorism, Weather)
- Open Publication Implications

Membership

Membership trends are a cause for concern: 39% of IEEE members now come from Regions 7-10. So the IEEE will have to respond to and reflect the fact that the ‘center’ appears to be shifting out of the US, especially to Region 10, the most populous and fastest growing Region, by expanding into new content areas and attracting a wider audience, or else become irrelevant to the new scientific ‘center.’

US	↓	1.8%
NON-US	↑	5.3%
SOCIETIES	↓	3.6%

Another cause of concern is that more than 43% of IEEE members, and 62% of student members, do not belong to a Society.

A Membership Workshop was held 6-8 May 2004 and focused on developing a new model which is an on-going effort. In addition, the IEEE expects to

- Widen the Professional Eligibility for Membership
- Focus on incorporating new technologies
- Strengthen ties to industry
- Offer Two levels of Student Membership: Undergraduate and Graduate

Terman added that the organization should emphasize continuing education and career advancement, as well as its standards work. He said he would talk to the Standards president about promoting the Societies’ and Councils’ involvement in that subject.

Ian Galton stated that there is no feedback loop between members and IEEE upper level leadership and questioned the value of SSCS belonging to the parent organization at all, especially since the advent of open access. This was acknowledged as a problem.

4. TREASURER'S REPORT

Rakesh Kumar

The Treasurer reported a net surplus of \$841K for 2004, and projected a conservative Net surplus of \$136 K for 2005, given the \$100K Net Surplus over-budget from ISSCC already received, and the fact that JSSC continues to be the most downloaded Xplore journal (5% of hits for all 120 IEEE publications). He forecast a total net surplus of \$394K for 2006.

	2005 Outlook	2006 Outlook
Periodicals	443.9	781
Conferences	544.4	624
IEEE Infrastructure	(490.9)	(531)
AdCom	(324.3)	(400)

Total Net Surplus	136	394
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5. PUBLICATIONS COMMITTEE REPORT

5A. JSSC EDITOR'S REPORT

K. Nagaraj

Nagaraj reported the following statistics about submissions and actions.

	Jan-June 2005	July-Dec 2004
TOTAL	151	175
ACCEPTED	32	35
REJECTED	34	30
REFERRED	34	43
UNDER REVIEW	51	

All submissions were electronic. He reported the appointment of a New Associate Editor , Arya Behzad and a retired Associate Editor, Ali Niknejad. Guest Editors have also been appointed for the following special issues; Dec 2005 (ISSCC), Jan 2006(ISSCC), April 2006(VLSI), June 2006(RFIC), July 2006(ESSCIRC), Sept 2006(CICC).

Nagaraj reported the following delay breakdown.

	Jan-June 2005	July-Dec 2004	Jan-June 2004
FIRST ACTION	85	70	86
AUTHOR REVISION	75	81	100
PUBLICATION	124	157	131
TOTAL	295	308	317

Regional distribution was reported: US 48, Asia 66, Europe 20, Canada 8, Others 9.

Subjectwise distribution was reported: analog 67, RF 35, digital 15, memory 10, other (esd, modeling, etc.) 24.

Nagaraj reported trends towards more submissions from Asia, more RF papers, and that submissions for sensor/mems papers were creeping up.

Nagaraj reported that a special section on ASSCC is planned for the November issue. He also reported that special section on RFIC Symposium was considered for the June issue but that RFIC Symposium organizers are planning to have the papers also published in MTT. This is a problem that RFIC representatives will have to solve because the same papers cannot be published in two IEEE publications.

Other Pre-publication problems that were discussed are

- 1.) More than 50 % of all submissions are based on Conference Papers
- 2.) Authors would not disclose this even though asked specifically in letters of acknowledgement

- 3) Many of these would have very little new technical information
- 4) In many instances these were detected by reviewers, to their dismay and annoyance
- 5) Several instances of authors quietly re-submitting recently rejected manuscripts with virtually no new results

The editor has adopted the following practices as a solution to this problem.

Upon receipt of a manuscript, authors are asked

Has any part of this been presented at any Conference?

Has any part of this been submitted to a Journal, including JSSC

If yes, authors have to send in electronic versions of the prior publications along with a short description of how the JSSC submission is different (AE's have the option of communicating this information to reviewers).

Manuscripts not processed further until these questions are answered.

Nagaraj reported the results are 100% compliance. There were several instances where authors decided to re-work manuscripts to better differentiate them from prior conference papers. There were a few instances where authors were forced to disclose that they were re-submitting recently rejected manuscripts.

A last issue discussed was the growing thickness of the December and January issues with 75 papers between them, while the February and March Issues are generally very lean. But it was not agreed that one of the sections should be delayed until February.

5B. NEWSLETTER EDITOR'S REPORT

Lew Terman

Motion 2: To support a newsletter upgrade for 2006, under the direction of Mary Lanzerotti with travel funding of \$2,000. The motion passed.

To upgrade the newsletter and increase the number of pages to 30 per issue, Mary Lanzerotti, the outgoing editor of the recently improved LEOS newsletter, will become Co-editor with Lew Terman. She will need \$1000 to attend the SSCS February AdCom meeting, where they will present a specific proposal. General upgrade costs are estimated at \$10,000-\$15,000.

An enhanced newsletter may attract new members and provide a mechanism for educating individuals about fields other than the ones they have been trained in, to respond to the fact that changing fields has become an expected element of today's careers.

5C. PUBLICATIONS COMMITTEE REPORT

Bernhard Boser

Motion 3: For 2007 to increase Society Membership dues (currently \$18) by \$2 to \$20 and include with that membership, subscription to the on line Society Conference Digital Library. For 2007 to replace the CD (currently \$30) with the DVD and charge \$40. The motion passed.

Membership dues are increased to recover the revenue from CDL sales (200 & \$75 = \$15,000).

6. MEETINGS COMMITTEE REPORT

Anantha Chandrakasan

Motion 4: For SSCS to support as a technical co-sponsor, the following Conferences

DAC 2007
DATE 2006
ICCAD 2006
RFIC 2006
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CSICS 2006 (formerly GaAs IC Symposium)
BCTM 2006
TSA-VLSI 2006 (Both Technology and DAT)
VLSI Design 2006

The motion passed.

Motion 5: To sponsor the Organic Microelectronics Workshop 2006. The motion passed.

A conference with an all-invited program expecting about 300 attendees. The technical content of the 20 papers as of July included materials chemistry, materials processing and device physics, with only 1 circuit paper at the device level ; more circuits papers are being sought. If this conference goes into the red, the cost to SSCS would be \$10K.

6A. ISSCC REPORT

Tim Tredwell

Tredwell reported that the 2005 ISSCC netted a surplus close to double what was budgeted.

There are a number of changes in the works for 2006. The Analog and Wireless Committees is restructured of into three committees: Data Converters, Analog and Wireless. The Technology Directions becomes a regular subcommittee with dedicated members. There will be provision for 34 technical sessions. There will be Web pre-voting and Web-based manuscript editing. Cooperation with Asia Solid State Circuits Conference includes; ASSCC highlight papers at ISSCC special evening session and ISSCC papers at ASSCC.

For ISSCC 2005 there were 579 submitted, 233 accepted papers vs. 461 submitted, 204 accepted papers for ISSCC 2004. Paper submissions for 2006, 22 days from the deadline are tracing the 2005 rate quite closely.

In 2004 and 5 DVDs of the ISSCC 2004 Short Courses were prepared and sold: Deep Submicron Analog and Digital Design for '04 and RF Circuit Design from Technology to Systems for '05. The were offered for sale at ISSCC 2005 but not through IEEE or SSCS. Sales were below expectations, barely covered costs. ISSCC will continue one more year with a stronger marketing effort and will continue to develop automated post-production processes. ISSCC will also obtain additional data on attendee interest in multi-media products.

Other historic trends in attendance were analyzed and presented.

6B. CICC REPORT

Larry Starr

2005 Conference have these positive characteristics. Fall scheduling slot and the west coast location. Paper submissions and quality are holding up. There are 44 posters accepted and they will be shown in exhibit hall. A \$10K surplus is budgeted. Early registration is tracking 2003 levels when the conference was last scheduled in San Jose. The conference is co-located with BMAS, (Behavioral Modeling and Simulation) and a joint panel session is scheduled Tuesday evening. CICC registered with IEEE for pdfXpress so authors would submit Xplore file compliant files.

Of concern for 2005 is that Exhibitor participation again down ; this will be reviewed for the 2006 conference. Also European submissions are lower probably due to overlapping with ESSCIRC 2005.

Submissions overall are down 6% for 2005 compared to 2004 and acceptance is up 22%. The attached presentation shows the geographical pattern. Part of that increase include poster sessions. The advance registration rates are tracking previous years. Attached details show key events in the 2005 conference and budgets.

6C. VLSI SYMPOSIUM REPORT

Bill Bidermann

The 2005 VLSI Symposium on Circuits in Japan made records for US or Japan with registration at 540 versus 374 in 2003. Circuits Short Course registration was 136 versus 132 in 2003. There were 92 accepted paper out of of 259 submissions, a 36% accept rate versus 77 out of 206 in 2003. The conference had all electronic presentations, produced a CD ROM and a Media Kit.

2006 Symposium will be hosted by US in Honolulu, Hawaii at the Hilton Hawaiian Village. Professor Sugano retired at 2005 Symposium. A high bar set has been set by Japan!

The attached presentation shows budgets, registration trends over time and geographical patterns of submissions and acceptance.

Motion 6: To advance \$40K for the 2006 Symposium on VLSI Circuits. The motion passed.

6D. A-SSCC REPORT

CK Wang

A-SSCC 2006 is planned for Hangzhou, China, Nov. 6 (Monday) – Nov. 8 (Wed). The location is near Singapore at the Hyatt Regency Hangzhou, 40 minutes from Xiaoshan International Airport. A-SSCC 2007 is planned for Seoul, Korea, Nov.12 (Mon) – Nov. 14 (Wed)
For A-SSCC 2008 there is a great possibility in Japan.

The paper selection committee for 2005 had total of 75 members with 58 attendees and 17 not showing up. The attached presentation shows submissions and acceptance patterns based on country of residence as well as employment sector of authors

7. MEMBERSHIP COMMITTEE REPORT

Teresa Meng

Motion 7: To fund at \$10K for 2006, a Career Guide. The motion passed.

8. EDUCATION COMMITTEE REPORT

C.K. Ken Yang

Motion 8: To fund up to \$40K in 2006 for two segments for the IEEE Education program, Expert Now, at \$20K each. The motion passed.

Two, one-hour short courses and tutorials per year, open to all IEEE members, who receive continuing education units (CEU's) for participation. Two sample modules may be found at <http://xell.ieee.org>

Motion 9: To increase the allocation for the Distinguished Lecture Program to \$25K. The motion failed. Funding for 2006 will remain at \$10K.

9. CHAPTERS COMMITTEE REPORT

Jan Van der Spiegel

Motion 10: To fund up to \$12K, as a supplement to the subsidies program in 2006, for special activities organized by chapters, such as mini-conferences or other activities which may require more money than the regular subsidy provides. The motion passed.

10. AWARDS COMMITTEE REPORT

David Hodges

Motion 11: To fund up to \$50K in 2006 for two Pre Doctoral Fellowships of up to \$25K each. The motion passed

It was suggested that a portion of these funds might be used to underwrite the attendance at conferences of selected outstanding students.

11. NOMINATIONS COMMITTEE REPORT

Charlie Sodini

Motion 12: To elect Dick Jaeger as SSCS President and Willy Sansen as SSCS Vice-President for terms 1 January 2006 to 31 December 2007.

12. NEW BUSINESS

Steve Lewis

Motion 13: SSCS will offer electronic balloting in addition to paper ballots for the 2006 AdCom election at an estimated cost of \$7K. The motion passed

This process is managed within the IEEE by Intelliscan.

Motion 14: To revise the SSCS Bylaws to read
SSCS Bylaws

14.0 Technical Councils

14.4 Representatives

The President shall appoint representatives to IEEE Technical Councils on which the Society has representation. These representatives will be ex officio members of the SSCS Administrative Committee without vote, unless having the vote through some other position on the AdCom.

The motion passed.

13. AdCom MEETING SCHEDULE

Dick Jaeger

Sunday, 5 February 2006, San Francisco Marriott Hotel, 55 Fourth Street.
Monday, 28 August 2006 in Montreal.

14. SUMMARY OF MOTIONS WITH FINANCIAL IMPLICATIONS

Rakesh Kumar

Motion	Item	Committee	Amount
2	Newsletter		\$2K
3	Dues		\$15K
4	Conference Sponsorship	Meetings	
5	Organic Microelectronics Workshop		
6	VLSI Sponsorship	Meetings	\$40K
7	Career Guide	Membership	\$10K
8	Expert Now – Two Segments	Education	\$40K
9	DL Program	Education	\$10K
10	Subsidy Supplement	Chapters	\$12K
11	Pre Doctoral Fellowships	Awards	\$50K
13	Electronic Balloting	Nominations	\$7
	TOTAL		\$186K

15. ADJOURN

The meeting was adjourned at 5:00 P.M.

Respectfully submitted, September 2005, Anne O'Neill, Executive Director of SSCS
and David Johns SSCS Secretary.