



James Yakura <james.yakura@ieee.org>

IEEE Boston Reliability AdCom Meeting Minutes, Tue 2024-09-03 18:00 EDT

1 message

Fri, Sep 13, 2024 at 7:39 PM

AdCom Meeting Minutes, Tue 2024-09-03 18:00 EDT, via Zoom

1. Called to order at 18:02 EDT, in attendance were:

- Jay (James P.) Yakura (Chair) - Retired
- Dan Weidman (Vice Chair) - MIT-LL
- Don Markuson (Secretary & Treasurer) - Silicon Labs
- Charlie Recchia [joined ~18:30] - ASMPT NEXX
- Justin Chung - Boston University
- Mary Jones
- Mohammad Pourgol [joined ~18:05] - Schneider Electric
- Ramon De la Cruz (Section AdCom) - Teradyne

2. Opening Remarks

- None.

3. Officer and AdCom Member Reports

Secretary (Don)

- Minutes from 2024-07-09 had been distributed; two corrections of note:

1. Dan isn't a point-of-contact for Sep tour meeting and won't be attending it.
2. Action items were misnumbered; there was no AI#3.

Motion to approve with these corrections made by Mary, seconded by Jay and approved unanimously.

Treasurer (Don)

- Awards: no news, all set until end-of-year.

- Treasury:

- * Just interest income and Charlie's May meeting expenses which were reimbursed (and checks posted).
- * Treasury is in excellent shape.
- * Ramon noted the Section now can reimburse chapters up to \$100/event (was \$45 before), capped at \$200 for joint events with other IEEE OUs. He encouraged us to submit for Section reimbursements to Karen Safina, attaching receipts.
- * Don noted the chapter has generally avoided seeking Section

reimbursement because it has its own monies and this has allowed the Section to support other more financially-strapped chapters better. There was also some fear the Section would pressure to take over the chapter's treasury if reimbursements were requested.

- * The Section is under new leadership nowadays with new business manager Trina replacing Bob Alongi who retired May 1st, so maybe this fear has become moot.
- * Recent chapter monthly meetings have run about \$250 each.
- * Ramon reiterated IEEE policy that technical meetings must remain free to attend, with any fees advertised or collected for refreshments clearly stating they're solely for that purpose and not required to attend.
- * Ramon also noted PACE has money to match expenses for professional events, but such funding need to be requested 6-8 months in advance via the Section, maybe up to \$500 or so for a big event or conference. This can include social events and soft skills gatherings, webinars, panel sessions, mini symposia -- events longer than the typical 90 minutes. Examples include IEEE-sponsored Lego robotics kids events.
- * There's also the Distinguished Lecturers program too.

Vice Chair (Dan)

- Past Technical Meeting Schedule
 - * (nothing since previous AdCom)
- Upcoming Technical Meeting Schedule
 - * Tue Sep 10 Joint SMTA & iMaps tour at Nano Dimensions, Waltham
 - * Wed Oct 09 Joint NE-ESDA at MIT-LL - Tom Meuse
ESD Device Level Testing Die to Die in Direct Pin Injection Testing
 - * Wed Nov 13 Joint NE-ESDA at MIT-LL - Ted Dangelmayer
ESD Costly Controversial Myths
(To be confirmed)
 - * Wed Dec 11 Ethan Cascio (rescheduled from 2024-06-26)
 - * Dan confirmed MIT-LL is reserved for Oct, Nov, Dec dates.
- Future Meetings Topics
 - * Mohammad may have some ideas.

Chair - Jay

- We've filled out the monthly meeting agenda for 2024.
Nothing for 2025 yet, soliciting ideas.

AdCom Roles

- Newsletter (Mary)
 - * Mary has until Fri Sep 6th to clean up and submit the newsletter to RelSoc's Ricky Gao.
 - * She plans to add some intro material.
 - * Dan had asked Mary to delay the Sep newsletter to get our upcoming election slate mentioned, but that's premature since the slate won't be finalized until late October.

- * Mary plans to include AdCom members and their email addresses, inquired about member-at-large 'requirements', which the group decided were loose but generally for those that attend AdCom meetings or help us out and remain active in the profession.
- * Dan asked to be removed from the 'at-large' list since he's already listed as an officer.
- * We should probably remove Ken Rispoli who has become incommunicado and retain Gene Bridgers and Giora Kedem as 'emeritus' who remain in touch and occasionally attend AdCom meetings.
- * Requested inputs on the Sep monthly meeting to include in the next newsletter. Jay and Justin indicated they plan to attend, and maybe Ramon, too.

AI#1> Jay to send Mary a few words on the Sep meeting for Dec newsletter

AI#2> Justin to send Mary links to social media sites for newsletter.

- Website (Justin) - <https://r1.ieee.org/boston-ri>

- * Justin has reportedly received what he needs to manage the newer chapter website from James A Yakura (who has relocated away from the area).
- * Justin indicated he's not able to manage our old website <https://ewh.ieee.org/r1/boston>, which was last updated in 2010. Our previous webmaster Jeff Clark hasn't been responsive.
- * Ramon suggested Justin contact Ray Umali at IEEE who could reset the password for that site if need be.
- * Even without the password we should be able to access and scrape most of the content there to migrate to the new site. Justin indicated he can do that but it would take some time as it's not the highest priority and can be a bit laborious.
- * Dan noted he has access to the IEEE chapter facebook page.
- * LinkedIn seems to allow only one person to own a page, which is inconvenient as ours is tied to Jay's @ieee.org email address.

AI#3> Jay to make Justin owner of the LinkedIn page.

- * See further discussion about possible role-based email accounts under New Business below.
- * Mary requested that the AdCom meeting agenda be updated with a Social Media section.

AI#4> Jay to adjust AdCom Roles in the agenda to match the minutes organization.

4. Old Business

- The MIT-LL plaque

- * Dan spoke to former lab director Eric Evans who recommended it be awarded to the new director. Dan hasn't seen the new director for a while, but plan is to target Oct, Nov, or Dec meetings.

- Hardcopy chapter brochure for in-person meetings

- * Target the younger demographic.
- * Dan suggests a simple low-cost tri-fold brochure printed both sides, maybe something Brittany or Justin could work on.

- * Suggest not putting AdCom officer emails in it but just provide website link, to reduce ongoing maintenance.
- * Maybe start with ~12 copies made available at meetings.
- * Justin expressed a willingness to try.
- * Dan had sent out a blurb about the chapter for the MIT-LL internal newsletter last year and plans to update it for this year with hopefully new picture(s).

- Succession

- * Don noted the IEEE MGA has failed to set up VTools nominations and election management stuff for Chapters, so we're back to the historically manual process used in prior years with some minor twists to accommodate the new MGA requirements.
- * This is why Don did not organize a separate meeting of the Nominations Committee (Mohammad, Don, Brittany) in August.
- * Jay thinks he has proper emails for the chapter's membership to send out request for nominations, ballots, etc. and has received guidance that these can be sent even to those in the member database flagged as "please-do-not-contact".
- * Dan plans to run for Chapter Chair in 2025 but mostly to keep the chapter going, so doesn't plan to be too ambitious.
- * Amanda Prescott from MIT-LL has expressed a willingness to take on both the Secretary and Treasurer roles.
- * Mohammad, while pretty busy as secretary and past chair of some other organizations, kindly stepped up to run for Chapter Vice-Chair position (hooray!), and as such has formally resigned from the Nominations Committee.
- * We therefore have a tentative 2025 slate of volunteer officers:
 Chair: Dan Weidman from MIT-LL
 Vice-Chair: Mohammed Pourgol from Schneider Electric and UMD
 Secretary: Amanda Prescott from MIT-LL
 Treasurer: Amanda Prescott from MIT-LL
- * We'll still follow the MGA nominations process to garner any other chapter members willing to volunteer in keeping the chapter alive and active. We'd really like a 4th volunteer to avoid having someone take on multiple roles.
- * Jay noted that the Chapter Calendar (in the Agenda) has election process dates in purple, currently:
 Sep 23 - open nominations
 Oct 21 - close nominations
 Oct 28 - open election
 Dec 02 - close election

AI#5> Don to generate request-for-nominations email for Jay to post

AI#6> Don to suggest any changes to the schedule for elections

- * Dan inquired about outside meetings he might be invited to attend as a Chapter Chair in 2025, beyond the ReISoc chapter chairs meeting and the local Sections' chapter gatherings. He hinted he might have a budget for attending such meetings even if not local.
- * Ramon mentioned the Section Congress, every two years or so when not cancelled due to pandemics; recent ones were held

in Toronto Canada, Sydney Australia, Maryland. There's also RAMS, and one Aaron DeMarderosian usually presents at on Counterfeit Electronics. Loretta in the RelSoc may know of more. Can attend as a representative of the chapter or personal or both.

- Action Items from 2024-07-09

AI#1 DONE - Charlie to email Don June meeting receipts for reimbursement

AI#2 DONE - All to Like the LinkedIn post of this meeting

AI#3 did not exist

AI#4 MOOT - Don to schedule a Nominating committee meeting in August

AI#5 DONE - Jay to also try contacting Ken (no response).

- Action Items from 2024-06-05

AI#3 DONE - James A. to contact Justin, arrange website hand-off

5. New Business

- Chapter officer and AdCom role email addresses

* Ramon suggested we can set up role-based IEEE email accounts like reliability-chair-boston@ieee. to make handing off a role from one volunteer to another easier to manage with less need to constantly update chapter communications or publicity contact information. The hand-off would simply transfer the account and password credentials, and all the history is maintained within the account for that role.

* Jay indicated he'd looked into role-based emails a while back but couldn't figure it out, being unsuccessful in an attempt to create a separate account from his current one.

* Similarly, to avoid mixing IEEE business with personal or employer email accounts, can get free @ieee.org gmail accounts from the IEEE; these can be set up to forward to other gmail or external accounts as well.

6. Upcoming AdCom Meetings

Tue 2024-10-15 at 18:00 EDT, via Zoom (details to be sent in invite)

7. Closing Remarks

- Mohammad noted that recent AdCom meetings have been running long and suggested we try to keep things more focused to stay within an hour. Here here!

8. Meeting Adjourned at 19:47 EDT

..Don Markuson, Treasurer & Secretary

IEEE Boston/New Hampshire/Providence Reliability Chapter