

AdCom Meeting Minutes, Tue 2024-10-15 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
- Justin Chung [joined a few minutes late] - Boston University
- Mary Jones - Analogic
- Manda (Amanda) Prescott - MIT-LL

2. Opening Remarks

- Jay was going to ask Mohammed to be the meeting timekeeper he missed attending.

3. Officer and AdCom Member Reports

Secretary (Don)

- Minutes from 2024-09-03 had been distributed.
Motion to approve as-presented made by Mary, seconded by Jay and approved unanimously.

Treasurer (Don)

- Awards: no news, all set until end-of-year.
Dan would like to announce the awards solicitation at next monthly meeting.

AI#1> Don to send awards solicitation to Jay for email distribution and Dan for meeting announcements.

- Treasury:

- * Just interest income and Jay's Oct meeting expenses ~\$230.
- * The Oct meeting was joint with EDSA but not with an IEEE OU so should try to get the Section to reimburse \$100.

AI#2> Don to request Oct monthly reimbursement from Section - \$100

Vice Chair (Dan)

- Past Technical Meeting Schedule
 - * Tue Sep 10 Joint SMTA & iMaps tour at Nano Dimensions, Waltham
6 IEEE + 34 Guests = 40 total attendees.
 - * Wed Oct 09 Joint NE-ESDA at MIT-LL - Tom Meuse
ESD Device Level Testing Die to Die in Direct Pin Injection Testing
14 IEEE + 13 Guests = 27 total attendees.
- Upcoming Technical Meeting Schedule
 - * Wed Nov 13 Joint NE-ESDA at MIT-LL - Ted Dangelmayer
ESD Costly Controversial Myths
Don won't be able to attend in person, maybe not virtual either.
 - * Wed Dec 11 Ethan Cascio (rescheduled from 2024-06-26)
- Future Meetings Topics
(no news)

- Justin pointed out that free Zoom meetings are time-limited to an hour, but Jay indicated we're using the IEEE Section's so this should not be an issue.
- Dan requested that Don and Jay keep Manda in the loop regarding our VTools and treasury operations to smooth the transition into next year. This will probably involve some 1-on-1 Zoom meetings.
- Jay demo'd VTools Manage Events for reporting attendance and attaching minutes or slides to a meeting.
- Don noted can search for "CH01021" events on the Search page to find our chapter events.

Chair - Jay
(no news)

AdCom Roles

- Newsletter (Mary)
(no news)

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

* Justin presented the fruits of his research in a powerpoint entitled "A Social Media Proposal" whose major outline was:

01 Intro - What is the RelSoc?

02 Precedents

03 Goals

* This presentation was very nicely researched and well received, with much food for thought.

* Of the several websites featuring the chapter, he has full access to our new r1.ieee.org/boston-rl one but not the older ewh.ieee.org.

* Manda inquired why we seem to have more than one website?

- ewh.ieee.org was our original one, but it was hard to maintain and the IEEE indicated before the pandemic that it wanted to stop maintaining the "ancient" tools for it and shut it down.

- That prompted us to establish the new r1.ieee.org/boston-rl website per IEEE recommendation, but migration bogged down due to the pandemic and a paucity of web skills on the AdCom. Jay's son James helped us get it going again and we're now lucky to have Justin excited to take this on.

- The Section's ieeeboston.org/reliability-soc seems to be maintained by the Section for the Section. We've had no direct management responsibility for this one, but it's probably worth inquiring if we could/should.

* At this point the only thing we should attempt to do with the old ewh site would be to provide link to the newer site.

AI#3> Jay to check with James on old ewh website admin access for Justin

* Justin lacks access to our Facebook group but Dan has access.

* Justin has access to LinkedIn now.

* Justin included a tentative Chapter Brochure (see below) in

his pitch.

- * Manda noted that a website is more static, FaceBook suitable for short-form content, and Youtube for long-form content -- a repository referenced/linked from other social media sites. We shouldn't put the same content on each one.
- * How interactive can we be? We had an "Ask the Experts" link on our old website.
- * Justin pointed out that creating video content is hard and managing several social media accounts can be complicated, especially for one person.
- * Dan advised that logistically the fewer places to update the easier to manage and hand off to future AdCom volunteers.
- * Consensus was we're looking for low-to-mid effort on social media sites, and a focus on both established and upcoming members, but if had to choose one prefer upcoming members.
- * Short-term goals: up and running, accessible, functional.
- * Longer-term goals: key parts of what Justin has proposed.
- * Manda has some insights and is happy to help with this, too.

AI#4> All to review Justin's presentation offline and bring comments and suggestions to future meetings.

4. Old Business

- The MIT-LL plaque
(no news; the November and December monthly meetings remain a possibility for presenting.)
- Hardcopy chapter brochure for in-person meetings
 - * Justin's presentation above included a mostly-fleshed-out chapter brochure proposal.

AI#5> Dan to help Justin fill in the gaps and edit it

- chapter banner?
 - * Deemed lost with Ken Rispoli unresponsive.
- Succession
 - * Election Calendar:
 - Fri Sep 20 open nominations
 - Mon Oct 21 close nominations
 - Mon Oct 28 open election
 - Mon Dec 2 close election
 - Wed Dec 11 announce 2025 officers at monthly meeting
 - * Can VTools be used for voting or do we resurrect what we did in recent years -- a google doc, e.g.?
 - * Justin is willing to help out with some officer role tasks and help with the election process if we're on our own.

AI#6> Jay to resend nominations request to membership

AI#7> Don to wrap up nominations when period closes

AI#8> Don to research how to vote: VTools? Google Docs?

AI#9> Don to send official officer election slate and election calendar to the Adcom

- Action Items from 2024-09-03

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

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

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

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

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

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

5. New Business

- Justin asked about Slack, but few others in the meeting are aware of it or use it. Microsoft Teams attempts to clone Slack's capabilities.

6. Upcoming AdCom Meetings

Tue 2024-11-26 at 18:00 EDT, via Zoom (details to be sent in invite) or 2024-12-03 backup

7. Closing Remarks

* With Justin's presentation it's probably a good thing Mohammad didn't attend as we ran well overtime -- just shy of the previous AdCom meeting's time.

8. Meeting Adjourned at 19:45 EDT

..Don Markuson, Treasurer & Secretary

IEEE Boston/New Hampshire/Providence Reliability Chapter