

Attendees: Shishpal, Gi-Joon, José, Yao-Wen, Eli, Ayse, David

Absentees: Jennifir, Dennis, Hidetoshi, Peng, Sani, helmut

Staff: Brittian Parkinson from Conference Catalysts to start call

[*Minutes are in blue.](#)

Shishpal (President) :

- Call to Order / Approval of [August Minutes](#) as previously distributed(?)

Minutes are approved.

- Kaufman Award Nominee (EC vote) **THIS IS CONFIDENTIAL**
 - PROPOSED RECIPIENT: Rob Rutenbar
 - Key Elements in the discussion supporting Rob
 - Top educator in EDA (at the schools he teaches, at conferences/workshops he presents and worldwide as most influential through the largest EDA MOOC)
 - Significant impact on analog design through key inventions, leading papers and companies he founded (that got acquired).

Approved by EC

David (Strategy):

- CEDA - Cadence Global Sponsorship Framework
 - Cadence Sponsored Events
 - cadence university program.
 - Looking for other sponsorship other than conferences. They are interested to sponsor some activities other than conferences.
 - Examples are Sponsorship of PhD forum, ASPDAC TPC meeting, sponsor two additional workshops in Africa and Asia.
 - overall budget is around \$30k (to be finalized in November).

Action Items:

- **(David Atienza) Draft is being sent to EC for comments. It needs to be signed by November.**
- **(Jennifir) Issue an email vote in 2 weeks to approve the draft before EC meeting in November.**
- If approved, this will not be part of CEDA budget. The Cadence sponsorship for events will not be managed by EC CEDA. it will go directly to the respective event managers.

Sani:

- Update on the CEDA-sponsored "IEEE Innovation Summit on Health and Technology" ([slides](#))
 - About 160 attended, generally good response, good talks.
 - Have recordings of keynotes and short podcast recordings.
 - Had 8 high school volunteers helping, interesting model in getting them involved in these kinds of activities.

Sani was Not present at the meeting. No discussion.

Gi-Joon (Finance):

- 2017 summary as of 08/2017: looks OK. ([slide of Financial summary](#))

Currency: USD
Business Unit=0440 (Council on Electronic Design Automation)

NAME	I N C O M E			E X P E N S E			N E T S U R P L U S (D E F I C I T)			
	ANNUAL BUDGET	Y E A R T O D A T E		ANNUAL BUDGET	Y E A R T O D A T E		ANNUAL BUDGET	Y E A R T O D A T E		
		BUDGET	ACTUAL		BUDGET	ACTUAL		BUDGET	BUDGET	ACTUAL
INVESTMENT RETURNS	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
PERIODICALS	449.9	320.0	347.6	261.4	155.3	141.9	188.5	164.7	205.7	41.0
NEWSLETTERS (CTR 01500)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
NON PERIODICAL SALES	0.0	0.0	0.0	4.3	2.9	3.0	-4.3	-2.9	-3.0	-0.1
MEETINGS/CONFERENCES	1,837.5	1,639.3	1,487.7	1,495.7	1,419.3	1,299.6	341.9	220.0	188.1	-31.9
GRANTS (CTR 01702)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
ADMINISTRATION (CTR 01800)	0.0	0.0	0.0	144.2	96.1	96.4	-144.2	-96.1	-96.4	-0.3
COMMITTEE/OTHER	0.0	0.0	0.0	330.1	220.1	162.0	-330.1	-220.1	-162.0	58.0
SUBTOTAL	2,287.4	1,959.3	1,835.3	2,235.6	1,893.7	1,702.9	51.8	65.6	132.4	66.7
OU RESERVE SPENDING (44400)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
TOTAL	2,287.4	1,959.3	1,835.3	2,235.6	1,893.7	1,702.9	51.8	65.6	132.4	66.7

- Local chapter funding: total budget = 64K, Spending = ~\$27K (under)
- "Initiative" projects adjustment
 - Outreach program: budget = 10K, Spending = ~4.5K
 - Distinguished lecturer: budget = 10K, Spending = ~2.7K
 - Diversity in EDA: budget = 10K, Spending = ~8.6K
 - IEEE IoT Initiatives: budget = 5K, Spending = 5K
 - IEEE Smart Cities Initiatives: budget = 20K, Spending = 20K
 - SVDTTC activity: budget = 5K, Spending = 1K
 - TCCPS activity: budget = 5K (just started)
 - DATC activity: budget = 10K, Spending = 1K (ICCAD activity is being planned)
 - 15K reserve (for unexpected costs in general)
- 2018 budget update per IEEE request
 - 01930 initiative projects (reduced to \$37.895K from \$58.3K)
 - IEEE MOU Commitment (SmartCities, IoT)
 - Future DA Workshop has high priority for upgrade revision in 2018

Here is the revision of 2018 CEDA "Initiatives" projects. Now it fits with the guideline number \$37,895.

NEW 2018 INITIATIVES/CARRYOVER FROM PRIOR YEAR						
PLEASE SUBMIT ADDITIONAL INFORMATION USING THE PROJECT REQUEST TEMPLATE LINK: http://ta.ieee.org/ta-project-request						
Project	(must check one)		Proposed \$	Cost Center/ Account Number	(must check one)	
	New	Carryover			Ongoing	Onetime
1) IEEE Initiatives MOU Commitment	x		\$25,000			
2) Diversity in EDA		x	\$10,000			
3) Future DA Workshop	x		\$2,895			
4)			\$37,895			

PLEASE UPDATE PROJECT DETAIL TO MATCH THE TOTAL APPROVED SPENDING SHOWN IN 01930

APPROVED 37,895

- Local chapters + Outreach program (1900-40831): 60K = 45K (=3K x 15 chapters) + 15K
⇒ absorbed to regular budget items

- Technical committee expense (1900-40841): 20K -> combined with Contest support (also, absorbed from "Initiative" program)

		IEEE S/C Budget						
		Entity: S/C						
		Business Unit: Council on Electronic Design Automation_BU_0440						
		Cost Center: Committee & Other						
		FY14 Actual	FY15 Actual	FY16 Actual	FY17 Budget	FY18 Budget	FY18 Budget	
		Final	Final	Final	Final	Target	First Pass	
		YearTotal	YearTotal	YearTotal	YearTotal	YearTotal	YearTotal	
AC_40710	Committee Travel	PR_EXCOM	4.3	5.4	16.6	50.0	16.8	16.8
AC_40710	Committee Travel	PR_OTHER	0.2	1.0	-	-	-	-
AC_40710	Committee Travel	PR_PUBCO	-	0.2	5.5	10.0	5.5	5.5
AC_40710	Committee Travel	PR_TREAS	1.1	1.1	0.2	-	0.2	0.2
AC_40710	Committee Travel	PR_XPRES	6.9	18.5	10.7	19.1	10.8	10.8
AC_40730	Meeting Accommodations	PR_PUBCO	-	-	1.1	-	1.1	1.1
AC_40730	Meeting Accommodations	PR_XBOGX	9.4	-	-	-	-	-
AC_40730	Meeting Accommodations	PR_XCNFX	-	4.9	-	5.0	-	-
AC_40730	Meeting Accommodations	PR_14CAD	-	-	4.2	-	4.3	4.3
AC_40755	Staff Travel	PR_00000	-	-	4.4	-	4.4	4.4
AC_40760	Volunteer Travel	PR_00000	2.4	-	-	-	-	-
AC_40760	Volunteer Travel	PR_ADCMX	0.3	-	-	-	-	-
AC_40831	Chapter Committee Expense	PR_00000	-	2.8	-	64.0	30.0	60.0
AC_40833	Disting Lecturer	PR_00000	0.8	5.4	-	32.0	-	34.5
AC_40841	Technical Committee Expense	PR_CNTST	-	-	5.8	14.0	5.8	39.0
AC_40871	Awards Committee Expense	PR_00000	19.0	2.1	15.5	34.3	15.6	37.5
AC_40871	Awards Committee Expense	PR_14CAD	-	-	4.0	-	4.0	4.0
AC_40872	Awards Hq Expense	PR_00000	2.5	1.6	1.8	-	1.8	1.8
AC_40873	Chapter Meeting Reg-8	PR_00000	-	0.2	-	-	-	-
AC_40898	Other Committee Expense	PR_00000	-	0.1	-	-	-	-
AC_41440	Copyright Filing Fees	PR_00000	0.1	-	0.1	-	0.1	0.1
AC_41620	Software	PR_MSFTX	-	0.1	-	-	-	-
AC_42050	Express Carriers	PR_00000	-	0.1	-	-	-	-
AC_42217	Web Conferencing	PR_00000	3.0	8.2	3.6	1.0	3.7	3.7
AC_42550	Scholarships & Fellowships	PR_00000	-	1.0	-	-	-	-
AC_46040	Web	PR_00000	10.9	9.8	40.0	9.0	40.4	16.0
AC_48210	Other Advertising & Promotion	PR_00000	-	1.6	-	2.0	-	7.0
40000 Expense			112.1	139.0	147.1	287.1	172.6	274.8
TotalExpense			112.1	139.0	147.1	287.1	172.6	274.8
Net			(112.1)	(139.0)	(147.1)	(287.1)	(172.6)	(274.8)

For next year budget, \$25k commitment to IEEE and IoT and that is more than half of allocated budget \$38K. There is no extra budget at this point to add any new initiatives or workshops. By April or May, have budget for more initiatives.

- Follow the publications revenue carefully as it tends to have the most volatility around this time of the year.
- The cost for Kaufman award celebration is being paid out from last budget but paid out this year. This is likely to happen again for 2017 award celebration happening in 2018.
- The budget for diversity initiatives and WIL conferences travel grants should be reviewed as one.

Yao-Wen (Conferences):

- EDA symposium co-located with Semicon China in March 2018
 - To encourage local people to participate in a local EDA technical event.
 - Yao-Wen suggest that CEDA provides technical sponsorship for 1-2 years and review for financial sponsorship 2 years later.

Jose (Publicity):

- Information about IEEE “app” for Newsletters
 - Mobile app is under progress.
 - The idea of this app is read CEDA newsletter in the app and download it as well.
 - IEEE allows some customization for technical societies.
 - Currently, no societies are using it.
 - The current app is not adding any new features compared to features that CEDA website provides.
 - This app is only for newsletter. Quite limited.
 - If there is no effort from our side, it is ok to participate in the IEEE initiative of the mobile app (as Shishpal suggested).

Action Item (for all VP’s: Provide a mechanism to transfer operational roles and duties and necessary documentation as we transition to new officers slate for IEEE CEDA.

Action Item (Jennifir) : Shishpal requested to create a space on website to store documents and other related material for use by CEDA officers

Roundtable Discussion:

Next EC Meeting will take place at ICCAD on 12 November at 11:00 am PDT.