IEEE New South Wales Section

199th Executive Committee Meeting

A meeting of the IEEE Executive Committee will be held as indicated below:

Date:	Monday 07 November 2005
Time:	7:00 pm – 9:00pm
Place:	Northern Sydney Institute of TAFE, Gore Hill Campus, Room AG20

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The entrance is off Westbourne Avenue St Leonards, running east off the Pacific Highway. Enter via the staff gate, advise security guard over the intercom that you are attending an IEEE meeting in A-block. Enter Block A behind the cafeteria building.

AGENDA

Agenda Page Nos **Draft Resolutions**

APOLOGIES

Apologies will be received by David Tien, Secretary, via email dtien@csu.edu.au or phone/SMS 04 05 212 291.

***1. STARRING OF ITEMS**

The Secretary will receive requests for the starring of additional items.

2. MINUTES OF PREVIOUS MEETING

to adopt the minutes of the 198th Executive Committee Meeting held on Monday, 05th September 2005 as a correct record.

3. BUSINESS ARISING FROM THE MINUTES AND ACTIONS REQUIRED

Action 15/2005 ***Ian Boyd and John Robinson to establish formal communication with Anthony Lees regarding his obligation to produce an audited account for the PICA conference.***

4. CORRESPONDENCE

Message passed on from the Australia Council:

1. ***The 2010 Oceans Conference is to come to Sydney.***
2. ***There is a proposal to form a (joint) chapter of the Ocean Engineering Society.***
3. ***There is a proposal to form a joint chapter of the IEEE Society on Social Implications of Technology (SSIT)***

5. TREASURER'S REPORT

6. CHAIRMAN'S FORUM

7. CIRCUIT REPORT

8. COMMITTEE REPORTS

8.1 FELLOW SEARCH
8.2 MEMBERSHIP DEVELOPMENT
8.3 PROFESSIONAL ACTIVITIES

Ian distributed joint lecturer programme and pointed that these lectures are to be reported in order to get more rebate. There is a need to forward all activities to David Tien to record. In the future all meeting activities should be filed – there is also a need to record lunch time seminars which are conducted in different universities.

8.4 EDUCATIONAL ACTIVITIES
8.5 STUDENT ACTIVITIES
8.6 AWARDS AND RECOGNITION
8.7 NOMINATIONS
8.8 HISTORIAN

9. AFFINITY GROUPS

9.1 GOLD AFFINITY GROUP
9.2 LIFE MEMBER ACTIVITIES

10. CHAPTER REPORTS

10.1 COMPUTER
10.2 ANTENNAS & PROPAGATION / MICROWAVE THEORY & TECHNIQUES
10.3 COMMUNICATIONS/SIGNAL PROCESSING
10.4 POWER ENGINEERING
10.5 POWER ELECTRONICS / INDUSTRIAL APPLICATIONS / INDUSTRIAL ELECTRONICS
10.6 CIRCUITS AND SYSTEMS/SOLID STATE CIRCUITS
10.7 LEOS

11. CONFERENCES

The 2010 Oceans Conference is to come to Sydney.

11.1 IEEE INTERNATIONAL SYMPOSIUM ON SPREAD SPECTRUM TECHNIQUES AND APPLICATIONS 2004 (SYDNEY) ISSSTA
11.2 CREATE REALITY: CONFERENCE IN SPACIAL INFORMATION (CRCSI 2007)
11.3 AuS WIRELESS'06 (Broadband and Ultra Wideband Communications)***.***
11.4 8th International Symposium on DSP and Communication Systems & 4th Workshop in the Internet, Telecommunications and Signal Processing.

12. OTHER BUSINESS

13. URGENT BUSINESS

Members wishing to introduce items of urgent business should discuss the items with the Secretary or Presiding Officer prior to the meeting.

14. NEXT MEETING

The next meeting of the IEEE Executive Committee will be the AGM to be held on Friday 25 November 2005, 7:00pm at the Atrium, Greengate Hotel, Corner of Pacific Hwy & Grenngate Rd, Kilara, NSW**.** The AGM dinner will be held at 8pm.

IEEE EXECUTIVE COMMITTEE DISTRIBUTION LIST FOR AGENDAS

IEEE NSW SECTION EXECUTIVE COMMITTEE

Current Membership 19

QUORUM 7

MEMBERS

Graeme Gwilliam	Chair
David Burger	Vice Chair
David Tien	Secretary
Ian Boyd	Treasurer / Professional Activities
Trevor Bird	Nominations / Presiding Officer
Stephanie Boyd	Chair Computer Chapter / Student Activities
Karu Esselle	Educational Activities
Eddie Fong	Circuit Editor
Walter Lachs	Fellow Search
Lakshmi Narasimhan	Corresponding Member
Bruce Poon	Membership Development
Faz Rahman	Power Elec/Indust. Elec/Indust. Applic Chapter Chair
Sam Reisenfeld	Comms/SigProc Chapter Chair
John Robinson	PES Chapter Treasurer
Ananda Sanagavarapu	Member
Graham Town	Chair AP/MTT
Jim Vasseleu	Awards and Recognition/Life Members
Sampath S. Windsor	Gold Affinity Group Chair
Ramutis Zakarevicius	Historian

IEEE New South Wales Section

198th Executive Committee Meeting

Minutes of the 198th Executive Committee Meeting, Monday, 10 October 2005 at School of Information Technology, Charles Sturt University, Bathurst.

PRESENT

Graeme Gwilliam	Chair / Presiding Officer
David Tien	Secretary
Ian Boyd	Treasurer / Professional Activities
Stephanie Boyd	Chair Computer Chapter / Student Activities
Bruce Poon	Membership Development
John Robinson	PES Chapter Treasurer
Sam Reisenfeld	Comms/SigProc Chapter Chair
Graham Town	Chair AP/MTT

APOLOGIES

David Burger	Vice Chair
Trevor Bird	Nominations / Presiding Officer
Karu Esselle	Educational Activities
Eddie Fong	Circuit Editor
Walter Lachs	Fellow Search
Faz Rahman	Power Elec/Indust. Elec/Indust. Applic Chapter Chair
Ananda Sanagavarapu	Member
Sampath S. Windsor	Gold Affinity Group Chair
Jim Vasseleu	Awards and Recognition/Life Members
Ramutis Zakarevicius	Historian

INTRODUCTION OF THE SPECIAL MEETING

The Executive Committee of the IEEE NSW Section, realising that the NSW Section covers the whole of NSW, not just Sydney, made a commitment to visit a regional centre each year. This annual event incorporates one of the monthly Executive Committee meetings, together with opportunities to work with local IEEE members and local institutions to further the aims of the IEEE.

For the October meeting a large party of Executive Committee members travelled to Bathurst, where they were warmly welcomed by the Charles Sturt University (CSU). One of the members of the NSW Executive Committee, Dr David Tien who travels to Sydney each month to the monthly executive meeting, is on the staff of the University.

On arrival in Bathurst, the Committee heard the Head of the School of Information Technology (SIT), Associate Professor Sue Moffatt, summarise the activities of the school. The Committee lunched with members of staff of the School in a superb environment. Conversation with staff members and graduate students over lunch was lively and interesting. Refreshed, the committee held a productive monthly business meeting and toured the area before returning to their home bases.

To mark this event and support IEEE NSW Section, the School of Information Technology, Charles Sturt University, provided funding for all local activities in Bathurst which includes

BBQ lunch and hotel accommodation for Committee members who stayed overnight before the meeting.

The first IEEE NSW Executive Committee meeting outside Sydney for 25 years was a noted success, and will be the first of many more to come. The photos of this event can be found at http://silica.csu.edu.au/depot/dapeng/ieee/

OPENING

The Presiding Officer opened the meeting at 11:00 am.

1. **STARRING OF ITEMS**

2. **BUSINESS ARISING FROM THE MINUTES**

3. **MINUTES OF PREVIOUS MEETING**

   The IEEE NSW Section Executive Committee agreed that the minutes of the 197th Executive Committee Meeting held on Monday, 05 September 2005 were a correct record. Moved Graham Town, 2nd John Robinson, carried.

4. **CORRESPONDENCE**

   A letter has been received from the EE Foundation, University of Sydney, asking representative of IEEE to attend annual "meeting the top students session".

5. **TREASURER'S REPORT**

   Details of the budget was circulated.

   From January to 8 October 2005, the total assets were $157,222.70 and the total expenditure during the same period was $16,493.30.

   The Treasurer pointed out that up to the end of September 2005, no Chapter had spent any allocated operational fund, and Treasurers of each chapter should be informed.

   Acceptance of Treasurer's report: moved David Tien, 2nd, John Robinson, carried.

6. **CHAIRMAN'S FORUM**

   - ***Given that the NSW Section covers the whole of NSW, not just Sydney, the Executive Committee of the IEEE NSW Section made a commitment to visit a regional centre each year. This annual event incorporates one of the monthly Executive Committee meetings and will be held in July each year.***

   - ***There is a need to have licences for some of the software we are currently using and it can be passed on***

   - ***Ian Boyd and John Robinson to establish formal communication with Anthony Lees regarding his obligation to produce an audited account for the PICA conference since a payment of $5000 was made to Mr Lees from the PICA account. Moved Sam Reisenfeld, 2n, Graham Town, carried.***

   - ***There is a need to increase student members from CSU. David Tien will follow this up by advertising the benefit of joining the IEEE to CSU students. The Committee will look into the possibility of providing extra items to students such as mugs, conference CDs etc.***

   - ***As part of the strategic move to maintain the quality of higher education, IEEE NSW should look into the possibility of recognising / accrediting courses offered by universities and, especially, higher education providers operating in***

NSW and Australia.

- ***Necessity of IEEE to approve university courses should also be looked into.***

7. CIRCUIT REPORT

8. COMMITTEE REPORTS

8.1 FELLOW SEARCH
8.2 MEMBERSHIP DEVELOPMENT

The latest statistics were circulated by Bruce via email.

8.3 PROFESSIONAL ACTIVITIES
8.4 EDUCATIONAL ACTIVITIES
8.5 STUDENT ACTIVITIES
8.6 AWARDS AND RECOGNITION
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10.7 LEOS

11. CONFERENCES

11.1 AuS WIRELESS'06 (Broadband and Ultra Wideband Communications) [Section's financial involvement: 10K]**.**
11.2 8TH INTERNATIONAL SYMPOSIUM ON DSP AND COMMUNICATION SYSTEMS & 4TH WORKSHOP IN THE INTERNET, TELECOMMUNICATIONS AND SIGNAL PROCESSING [no financial involvement]**.**
11.3 CREATE REALITY: CONFERENCE ON SPACIAL INFORMATION (CRCSI 2007) [no financial involvement].

12. OTHER BUSINESS

13. FOR YOUR INFORMATION

14. URGENT BUSINESS

15. NEXT MEETING

The next meeting of the IEEE Executive Committee will be held on Monday 07 November 2005, at Northern Sydney Institute of TAFE, Gore Hill Campus, Room AG20**.** The agenda closing date is 5pm on the last working day before the meeting.

CLOSURE

There being no further business, the Presiding Officer declared the meeting closed at 15:00.