

# IEEE New South Wales Section 262<sup>nd</sup> Executive Committee Meeting Minutes

Monday 2<sup>nd</sup> April 2012 at 7:00pm

Northern Sydney Institute of TAFE, North Sydney College, St Leonards, Library Seminar Room 2

## 1 Welcome and Apologies

- Attendees:

Committee: Eddie Fong(Chair), Ian Boyd(VC), Antony Zaglas(Sec), Mark O'Mally(Treasurer), Stefan Mozar(A/Sec), Karu Esselle, Trevor Blackburn, Bruce Poon, Walter Lachs, Ali Hellany, Sam Reisenfeld, Yogeshwar Ranga, Fuat Acar.

Apologies: David Tien(PC), Graham Town, Ramutis Zakarevicius, Kim Chin, John Robinson, Graeme Gwilliam, Lyria Bennett Moses,

Guests: Dushmantha Thalakatuna

## 2 Agenda

Priority items:

Officer Positions as per March Minutes

Chair's Report

Treasurer's Report

Professional Activities

Student Activities

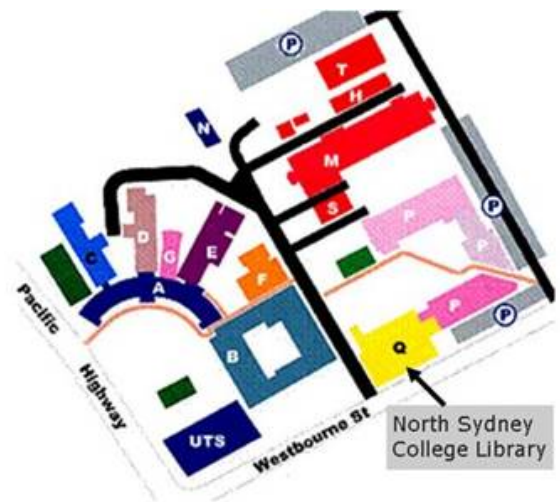
CIRCUIT

AEW/Science Week

Membership

Australia Council Levy

Mark O'Mally moved and Eddie Fong seconded the motion. The Agenda was accepted.



## 3 Officer Reporting

Webmaster-Position to be filled(**Fuat Acar will Fill In Confirmed 27/02/2012**)

General Committee-Sam Reisenfeld(TBC- **Confirmed to John Robinson March 2012**)

General Committee-Philip Ogunbona(TBC-**Confirmed 16 March 2012**)

## 4 Minutes of Previous Meeting

4.1 Draft Minutes of March 2012 meeting were tabled

4.2 Graeme Gwilliam had commented via email that his interpretation of discussions at previous meeting was that the Committee had agreed that no more money be paid to the Australia Council until the reserves had fallen below a predefined figure. Further discussion on the AC Levy postponed until May meeting.

4.3 The 2009 and 2010 AC levies have been paid. The 2011 AC Levy invoice is not expected until August 2012.

4.4 Eddie Fong, John Robinson and Ian Boyd to look at Australia Council Bylaws and put forward recommendation for consideration by the Committee.

4.5 Ian Boyd moved that committee confirm Australia Council Levy payments for 2009 and 2010 and Bruce Poon seconded the motion. The motion was passed.

4.6 Eddie Fong moved minutes be confirmed and Walter Lachs seconded. The minutes of the March 2012 meeting were accepted subject to above.

Rev: 0(Draft)

5 May 2012

Antony Zaglas(IEEE NSW Section Secretary)

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## 5 Matters Arising

- 5.1 Science Week  
No progress. Discussion postponed to late 2012 with action for 2013. Eddie Fong to contact Science week and find contact.
- 5.2 There was a TISP meeting last Thursday and Graeme Gwilliam attended.  
Two venues are being considered the Menzies and Fairmont Blue Mountains.  
First week in September is preferred with fallback date. IEEE Conference Co-ordinator(TISP) negotiating with Eddie Fong involvement.  
Second workshop in Queensland.  
Article in July CIRCUIT. Contact Graeme Gwilliam regarding volunteering.
- 5.3 Ian Boyd communications with ACS Director booked phone call but no reply. Ian Boyd to follow-up.
- 5.4 David Grier had a half day meeting with ACS. Awaiting feedback from ACS.
- 5.5 Trevor Blackburn and Graeme Gwilliam to provide content for IEEE Business Cards.
- 5.6 Antony Zaglas to circulate Seal proposal
- 5.7 Antony Zaglas to contact Adam Osseiran regarding IMS Chapter formation and 2016 Conference.
- 5.8 Discussion of G Gwilliam email re 2011 AC levy postponed to May meeting

## 6 Chair's Report (Eddie Fong)

- 6.1 Eddie Fong proposed that the AGM be on Friday 23<sup>rd</sup> November rather than 30<sup>th</sup>.  
Ian Boyd seconded the motion. The motion was passed.  
Minimum spend expected to be \$5000 with 60 to 80 attending.  
Buffet was OK. Beverages on consumption.  
Venues considered 4 Point(Darling Harbour) \$95pp, Marriott(Hyde Park) \$95pp, Menzies \$80pp, Mercure \$75pp. Novotel was \$70pp.

## 7 Treasurer's Report (Mark O'Mally)

- 7.1 A copy of the Treasurers Report was handed out(Version 3) and is appended.
- 7.2 TISP entry \$3000(travel). Lobby for R10 funds.
- 7.3 Engineering Week \$2000 requested. Eddie Fong to talk to Jessica Marshall.
- 7.4 2011 Australia Council Levy expected July/August 2012 at about \$600.
- 7.5 No additional feedback from Chapter Chairs.
- 7.6 ICITA 2012 item has been added. Funding for ICITA 2012 subject to Report on ICITA 2011 and a Business Plan being provided for ICITA 2012. Ian Boyd Moved Eddie Fong Seconded. Motion passed.
- 7.7 Ali Hellany proposed a budget of \$500 for each Student Branch and a pool of \$4500 to be allocated on application. Ali Hellany moved the motion and Mark O'Mally seconded. Motion was passed. Need to check level of Student Branch Funding.
- 7.8 L50 submission sorted out.

## 8 CIRCUIT Report (Mark O'Mally)

- 8.1 Yogeshwar Ranga advised meeting that Prasant Misra was interested in the CIRCUIT Editor's position. Prasant to email John Robinson with copy to Mark O'Mally.
- 8.2 Mark O'Mally indicated he was available to provide guidance to new editor.
- 8.3 Mark O'Mally advised that CIRCUIT was sent out. Email sent to APC(Francis Child) with 30 hard copies required. APC to provide costs to Mark O'Mally.

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## 9 Committee Reports

- 9.1 Fellow Search(Walter Lachs) – Iain Collings and Lakshmi Narasimhan fellow nominations were submitted.
- 9.2 Professional Activities(Graham Town)- Joint Lecture Events calendar circulated. Check re Emergency Lecture, UNSW Energy Centre and OE lecture. AEW participation by student branches.
- 9.3 Membership(Bruce Poon)
  - Membership Report emailed to Committee and is appended. Focus on Membership Retention.
- 9.4 Awards & Recognition(Graeme Gwilliam)
  - Nothing to Report.
- 9.5 Educational Activities(Kim Chin)
  - See item 7.3 above regarding AEW. Next AEW meeting Thursday 12 April.
- 9.6 Historian(Ramutis Zakarevicius)
  - No Report.
- 9.7 Nominations(John Robinson)
  - Trial election went out. Nominations in July CIRCUIT. Voting open one month and closing last week in October. Antony Zaglas to check MGA Manual.
- 9.8 Industry Relations(Erol Chopping) – No Report.
- 9.9 Student Activities(Ali Hellany)
  - Ali Hellany Co-ordinator for Australia Council Student Paper Contest. Need two judges from other States. See also item 7.7 above.
- 9.10 Webmaster(Fuat Acar)
  - Webmaster position to be filled
  - Some correspondence had taken place between Nassir Fakhouri, Fuat Acar, Antony Zaglas and IEEE Webmaster regarding the upgrading of the NSW webpage. Nassir obtained a budget from a web developer(\$1000) for upgrading NSW Website to Joomla 2.5 from 1.0 and provide 10 hours training to webmaster. The IEEE webmaster recommended using an alternative IEEE site web address used by over 200 OU's. Fuat Acar commented that Wordpress was possibly OK for content management.
  - Need to know from HQ who will be maintaining the site suggested by IEEE Webmaster.
  - Fuat Acar to further investigate and report.
  - NSW Web site needs update of Committee webpage.

## 10 Chapter Reports

- 10.1 Antennas & Propagation/Microwave Theory & Techniques(Karu Esselle)
  - Macquarie University First Year Student Welcome held. About forty five attended. Request to finance formation of MU AP/MIT Student Chapter at a cost of \$8 x 12. Funds allocation should be sufficient.
- 10.2 Computer(David Tien)- David Tien is in Russia(Awaiting ICITA 2011 report)
- 10.3 Communications/Signal Processing/Oceanic Engineering(Jinhong Yuan)
  - Awaiting report on Olly D'Souza two day workshops.
- 10.4 EMBS(Jeff Armitstead)
  - No Report.
- 10.5 Education(Jun Shen) – No report.
- 10.6 PHO/CAS/SSC/ED(Graham Town)
  - No Report.
- 10.7 PE/IAS/IE(Joe Zhu)
  - No Report

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- 10.8 Power and Energy(Trevor Blackburn)
  - Planning Power System Reliability Workshop and repeat of ATP Draw Workshop. Down to Earth Conference in Late October. Sponsorship, Booths, Web page. To be held at Crown Plaza Hunter Valley. Call for papers in next couple of weeks.
- 10.9 Social Implications of Technology(Lyria Bennett Moses-Sydney Rep)
  - Report on SIT Officers provided.
- 10.10 Geoscience and Remote Sensing Chapter(Sildomar Monteiro Sydney Rep)
  - No report.

**11 Affinity Group Reports**

- 11.1 GOLD(Yogeshwar Ranga)
  - Nothing Further to Report.
- 11.2 Life Members(Graeme Gwilliam)
  - No Report.
- 11.3 Women In Engineering(Kim Chin)
  - One meeting for 2012.

**12 Meetings and Conferences(David Tien)**

- 12.1 R10 Meeting – See March Chair’s Report
- 12.2 Excom 2013 – 25% chance of getting.
- 12.3 ICITA 2011 Sydney November 21-24(David Tien Chair)-Awaiting Conference report.
- 12.4 ICITA 2012- Web page set up. Further details from David Tien required.
- 12.5 I2MTC 2016 Conference in Perth. Antony Zaglas to check with A Oseiran.
- 12.6 International Conference on Applied Superconductivity and Electromagnetic Devices 2011(ASEMD) 14-16 December UTS Sydney – Report required.
- 12.7 IEEE Communications Society will sponsor the conference entitled 2012 IEEE 23rd International Symposium on Personal, Indoor and Mobile Radio Communications - (PIMRC 2012). This conference will be held in Sydney, on September 9-12, 2012.
- 12.8 Down to Earth 2012 Newcastle Conference – Nothing further to report.
- 12.9 APCast 12(14th European conf on Computer Assisted System Theory) UTS 6-8 Feb 2012 – No Report.
- 12.10 International Symposium on Communications and Information Technologies (ISCIT 2012)-Technical Sponsorship(email 7/10/2011)- Graham Town to check with HQ re CAS Conference. Refer to QLD for sponsorship as Conference is at Surfers Paradise.
- 12.11 Conference On Indoor Positioning and Indoor Navigation (IPIN) Nov 2012, UNSW(email 11/10/2011)
- 12.12 R10 TENCON Spring-Expressions of interest Proposal submitted by deadline 30th March, 2012. No extension allowed. Talked to Lawrence Wong, feedback Australia too Expensive. Proposed workshops, competitions and Social functions.
- 12.13 R10 Student/GOLD/WIE Congress 2013
- 12.14 IEEE Region 10 WIE Congress(R10 WIECON'12), 2012-Bhimavaram India 5-7 March 2012. No Report

**13 Other Business**

- 13.1 Discussion of proposal from the Australian Professional postponed to May 2012.
- 13.2 July meeting possibly at Newcastle and October possibly in Bathurst. Stefan Mozar offered to check with Sydney University regarding holding the July meeting at the Gore Hill Campus.
- 13.3 SMC Chapter petition(Joe Dong)-No progress report

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**14 Next Meeting**

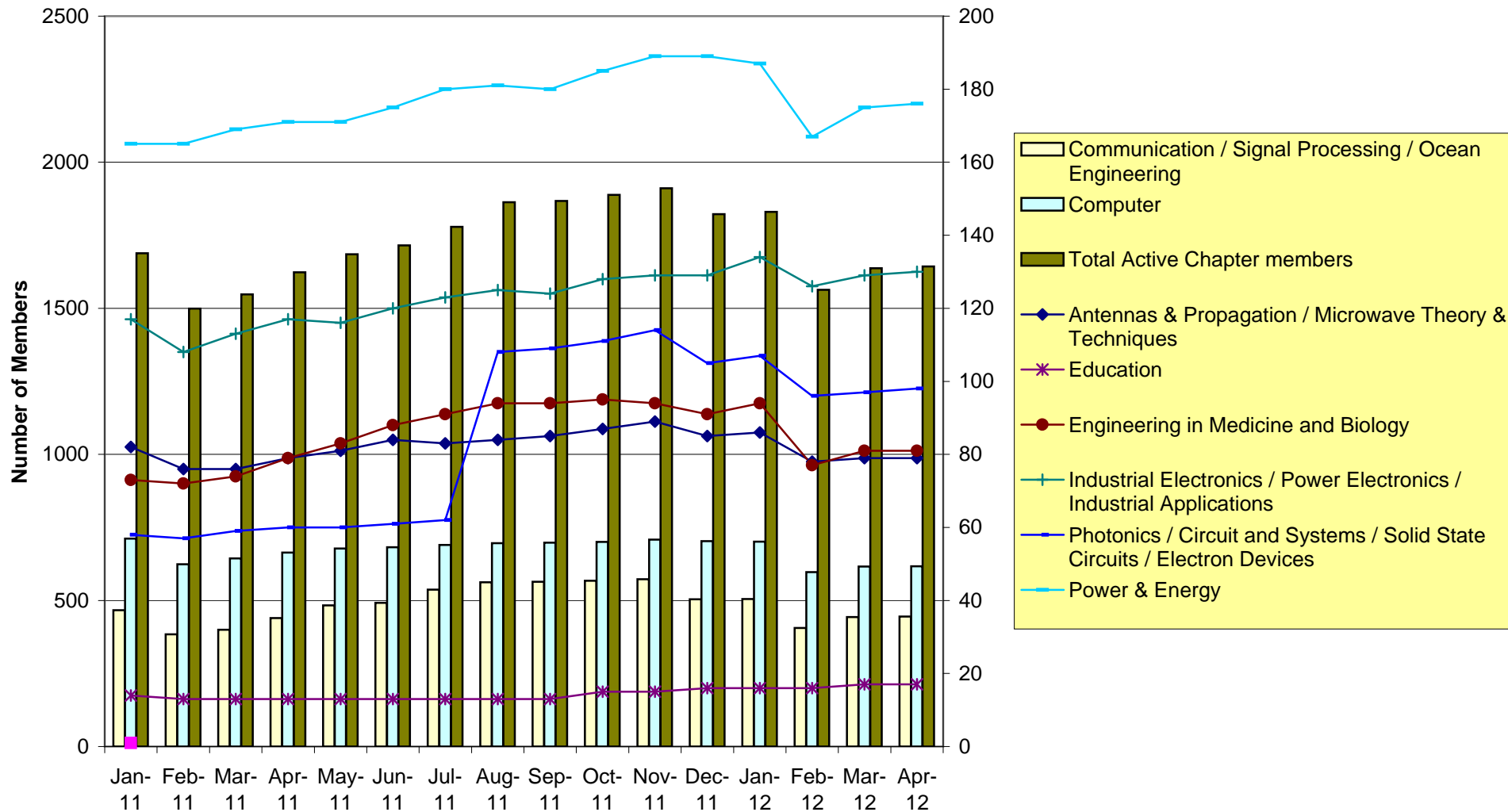
14.1 Next Meeting: 7:00pm, Monday 7<sup>th</sup> May 2012 at Northern Institute of TAFE St Leonards.

**15 Meeting closure**

15.1 Chair declared the Meeting closed at 9:20pm

IEEE (NSW) Section members' statistic																			
		31-01-11	28-02-11	31-03-11	30-04-11	31-05-11	30-06-11	31-07-11	31-08-11	30-09-11	31-10-11	30-11-11	31-12-11	31-01-12	29-02-12	31-03-12	30-04-12		
Member Type		Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number
Active member		2706	2187	2280	2361	2436	2470	2518	2585	2615	2645	2666	2681	2723	2218	2330	2483		
Active member	(excluding affiliate)	2575	2079	2169	2246	2316	2348	2395	2461	2489	2519	2539	2551	2592	2110	2220	2372		
Active Life member	(LF/LM/LS)	57	55	55	55	56	56	56	61	61	61	61	61	61	59	59	59		
Active senior member	(SM / F)	192	187	191	192	197	199	200	202	207	212	211	211	211	199	200	201		
Active Graduate Student member		291	225	252	269	276	243	257	211	219	242	262	270	291	228	257	328		
Active student member		136	66	76	90	99	97	109	93	98	100	110	117	122	82	108	158		
Active female member		175	127	141	149	157	165	170	178	181	185	187	188	194	140	146	152		
Student Branch	Branch No.	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number
		31-01-11	28-02-11	31-03-11	30-04-11	31-05-11	30-06-11	31-07-11	31-08-11	30-09-11	31-10-11	30-11-11	31-12-11	31-01-12	29-02-12	31-03-12	30-04-12		
Charles Sturt University	40101513	19	9	14	16	16	10	11	13	13	15	16	17	19	14	15	17		
Macquarie University	21541	29	18	20	24	24	22	24	28	28	30	32	34	34	18	23	29		
Sydney University	40008997	75	60	68	72	76	71	76	58	59	65	79	80	85	66	72	88		
University of New South Wales	2598721 / 2533563	131	90	99	104	110	101	113	88	92	94	97	102	111	88	101	166		
University of Technology Sydney	2504821	37	23	29	30	32	26	26	26	29	33	34	34	35	28	30	34		
University of Wollongong	2590073	30	22	25	28	32	32	38	25	26	26	28	29	31	21	33	41		
Western Sydney University of Nepean	2538101	13	10	11	13	14	15	15	11	11	11	11	12	12	10	10	10		
Total Student		334	232	266	287	304	277	303	249	258	274	297	308	327	245	284	385		
Chapter		Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number
		31-01-11	28-02-11	31-03-11	30-04-11	31-05-11	30-06-11	31-07-11	31-08-11	30-09-11	31-10-11	30-11-11	31-12-11	31-01-12	29-02-12	31-03-12	30-04-12		
Antennas & Propagation / Microwave Theory & Techniques		82	76	76	79	81	84	83	84	85	87	89	85	86	78	79	79		
Communication / Signal Processing / Ocean Engineering		467	384	400	440	483	492	537	562	564	567	573	504	505	406	443	445		
Computer		712	624	644	664	678	682	690	696	698	700	708	703	701	597	616	617		
Education		14	13	13	13	13	13	13	13	13	15	15	16	16	16	17	17		
Engineering in Medicine and Biology		73	72	74	79	83	88	91	94	94	95	94	91	94	77	81	81		
Industrial Electronics / Power Electronics / Industrial Apps		117	108	113	117	116	120	123	125	124	128	129	129	134	126	129	130		
Photonics Circuit and Systems Solid State Circuits / Electron Devices		58	57	59	60	60	61	62	108	109	111	114	105	107	96	97	98		
Power & Energy		165	165	169	171	171	175	180	181	180	185	189	189	187	167	175	176		
Total Active Chapter members		1688	1499	1548	1623	1685	1715	1779	1863	1867	1888	1911	1822	1830	1563	1637	1643		
Others		Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12		
Senior Membership enquiry		0	1	0	0	0	1	1	1	3	0	0	1	2	0	2	0		
Issued by Bruce Poon	Correct as at 2 May																		

### IEEE NSW Section Chapter Members Chart



**IEEE New South Wales Section**  
**263<sup>rd</sup> Executive Committee Meeting Agenda**

Monday 7<sup>th</sup> May 2012 at 7:00pm

Northern Sydney Institute of TAFE, North Sydney College, St Leonards, Library Seminar Room 2

1. Attendance and Apologies
2. Agenda and Priority Items(Chair & Treasurers Reports, Nominations, CIRCUIT, Webmaster, Science Week, JLP/AEW, ACS)
4. Minutes of April Meeting
5. Matters Arising
  1. Science Week
  2. TISP Workshop and Volunteers(Hilton Proposal)
  3. The MOU between IEEE ComSoc and ACS-TSA and in general relationships with IEEE Societies and how to get them to involve the local sections/ chapters when they negotiate agreements or arrange conferences in our country
  4. ACS Co-operation and ACS NSW ICT Excellence Awards and IEEE NSW Sponsorship
  5. IEEE Business Cards
  6. Certificates, PC PIN, holders and NSW Stamp/Seal
  7. IMS formation, membership and where based. NSW Section participation.
  8. Graeme Gwilliam email regarding AC Levy dated 22/03/2012
6. Chairman's Report(Eddie Fong)-AGM(Radisson), IEEE NSW & Australia 40 Year Anniversary
7. Treasurers Report(Mark O'Mally)
8. CIRCUIT(Mark O'Malley - CIRCUIT Editor position, CIRCUIT July 2012)
9. Committee Reports
  2. Fellow Search(Walter Lachs)-Fellows Function
  3. Professional Activities(Graham Town - JLP & AEW Costs, other meeting proposals)
  3. Membership(Bruce Poon)-Senior Member upgrade, Student Free Memberships, R10 Statistics
  4. Awards & Recognition(Graeme Gwilliam)- Outstanding Large Section Award <http://mga-awards-section.myreviewroom.com/> . EAB Awards.
  5. Educational Activities(Kim Chin/Antony Zaglas)-AEW Report
  6. Historian(Ramutis Zakarevicius)- Cochlear & Telegraph Milestone, Old CIRCUITS, Past Section Minutes and Documents to D Burger
  7. Nominations(John Robinson)- Nominations
  8. Industry Relations(Errol Chopping)-Industry Day(ICITA 2012 or PIMRC 2012)
  9. Student Activities(Ali Hellany – Free Student Memberships, CQU Branch, iToF(UNSW), Sydney Uni PG Student Conference, MU Student function, Other Student Branches & Contacts), OSB Award, Awards & Contests.
  10. Webmaster(New Webmaster – ewh vs sites, Section & Chapter/Affinity Web Pages updates, Events, CIRCUIT). Eddie Fong email 26/03/2012 re webmaster.
10. Chapter Reports
  1. AP/MTT(Karu Esselle)
  2. Computer(David Tien)-ICITA 2011 Report, ICITA 2012
  3. COM/SP/OCE(Jinhong Yuan –Olly D'Souza Workshops April QUT/RMIT)
  4. EMBS(Jeff Armitstead)
  5. Education(Jun Shen)
  6. PHO/CAS/SSC/ED(Graham Town)
  7. PEL/IE/IAS(Joe Zhu)
  8. PES(Trevor Blackburn)
  9. SIT(Greg Adamson/Lyria Bennett Moses)
  10. GRSS(Sildomar Monteiro Sydney Rep)-Chapter Update
11. Affinity Group Reports
  1. GOLD(Yogeshwar Ranga)
  2. Life Members(Graeme Gwilliam)
  3. WIE(Kim Chin)
12. Meetings & Conferences
  1. 2013 EXCOM - hosting Proposal(EF/IB)
  2. ICITA 2011-Report
  3. ICITA 2012-Business Plan
  4. I2MTC 2016 Conference Perth(A/Prof Adam Osseiran- 2013 Minneapolis), SAS
  5. ASEMD2011 - 14-16 December 2011, UTS, Sydney-Report
  6. PIMRC 2012 Sydney, Australia on September 9-12, 2012
  7. Down to Earth 2012 Newcastle Conference(Progress Report)
  8. APCast(14th European conf. on Computer Assisted System Theory) UTS 6-8 Feb 2012-Report

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23 April 2012

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9. International Symposium on Communications and Information Technologies (ISCIT 2012)-  
Technical Sponsorship(email 7/10/2011)
10. Conference On Indoor Positioning and Indoor Navigation (IPIN) Nov 2012, UNSW(email  
11/10/2011 & 2/2/2012). Web page posting.
11. R10 TENCON Spring-Expressions of interest Proposal submission deadline 30th March, 2012-  
Stefan Mozar email 23/03/2012
12. R10 Student/GOLD/WIE Congress 2013
13. ANZCON 2013
13. Other Matters
  1. Correspondence(APC email of 23 June, use of APC boardroom, JLR email 3/2/2012)
  2. 2012 Meetings(July/October/Rest)
  3. SMC Chapter(Joe Dong)
  4. NSW Section Projector.
  5. R10 & Australian DL Program
  6. TMC Chapter formation(Eddie Fong email 1 May 2012)
  7. Sydney University emails(Eddie Fong)
14. Next Meeting(4 June 2012- Northern Sydney Institute of TAFE, St Leonards)
15. Meeting Closure

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*23 April 2012*

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