



**NEW SOUTH WALES SECTION, AUSTRALIA**

THE INSTITUTE OF ELECTRICAL & ELECTRONICS ENGINEERS INC

ARBN 078 576 495 ABN 34 078 576 495  
Web page: <http://ewh.ieee.org/r10/nsw>

# **IEEE NEW SOUTH WALES SECTION ANNUAL REPORT**

## **IEEE REGION 10 MEETING**

4 – 5 April 2003

Shangri-La Rasa Sayang Resort  
11100 Batu Feringgi Beach  
Penang, Malaysia

*Prepared by:*

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## **OFFICERS OF THE IEEE NEW SOUTH WALES SECTION 2003**

### **2002 SECTION COMMITTEE**

<i>Chairman:</i>	Andrew PARFITT
<i>Vice-Chairman:</i>	Graeme GWILLIAM
<i>Secretary:</i>	David BURGER
<i>Treasurer:</i>	David TIEN
<i>Past-Chairman:</i>	Trevor BIRD
<i>Membership Development:</i>	Bruce POON
<i>Awards Chair:</i>	Jim VASSELEU
<i>Fellow Search:</i>	Walter LACHS
<i>Newsletter Editor:</i>	Trevor BIRD
<i>Student Activities:</i>	Stephanie BOYD
<i>Professional Activities:</i>	Demetrios (Jim) LOGOTHETIS
<i>Educational Activities:</i>	Karu ESSELLE
<i>Historian:</i>	Ramutis (Zak) ZAKAREVICIUS
<i>Nominations Committee</i>	Trevor BIRD (Chair), Ramutis (Zak) ZAKAREVICIUS, Bruce POON
<i>Committee Members:</i>	Stefan MOZAR, Sam REISENFELD, Ian BOYD, Kate CARRUTHERS, All Chapter Chairmen ( <i>ex-officio</i> )
<i>Section Webmaster:</i>	Jon AGNEW

### **2003 CHAPTER COMMITTEES**

#### **Computer Chapter**

<i>Chairman:</i>	Stephanie BOYD
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<i>Chairman:</i>	Ollencia D'SOUZA
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*Chairman:* Steven DUVALL  
*Secretary:* Andre van SCHAIK

**2002 AFFINITY GROUPS**

**Life Member**

*Chairman:* Jim VASSELEU

**GOLD**

*Chairman:* Filita BARKER



## **PART A – SECTION SUMMARY**

### **A.1 Executive Summary**

Highlights of the year 2002 were:

- A GOLD Affinity Group was formed.
- Free Student Membership provided to over 200 new student members.
- Rejuvenation of the Circuits & Systems/Solid State Circuits joint Chapter.
- Installation of the new web site and its continued development.
- Celebration of the 30<sup>th</sup> anniversary of the formation of the Section.

### **A.2 Financial Summary**

The Section remains in a sound financial position and this has enabled the Section Committee to undertake several new projects, some of which are reported below. On the negative side, the profit anticipated from PICA 2001 did not eventuate and, at the time this report was prepared, auditing of the accounts have not yet been completed.

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### **B.1 Membership & Membership Development**

At the end of 2001, the membership statistics for the New South Wales Section showed 2542 Active Members. This number consisted of 14 Fellows, 116 Senior Members, 37 Life Members, 331 Students and 257 Affiliates. The latest membership figure available for 30 October 2002 shows 2400 Members, which is 158 up on the number at the same time last year. This number consists of 12 Fellows, 124 Senior Members, 38 Life Members (includes Life Fellows, Senior Members and Members), 592 Students and 208 Affiliates. While the total number of Members is about the same as last year, Senior Member numbers are up 6% and Student numbers are up by a massive 62%, due mainly to the Section's initiative of funding a number of new Student memberships (see B.4 below).

Three new IEEE Fellows were elected from NSW in 2002.

### **B.2 Professional and Continuing Education Activities and Conferences**

The Section has once again worked closely with kindred professional societies, the IEAust. and IEE. In many respects, NSW has shown how the existing tripartite agreement between IEEE, IE Aust and IEE can operate not only in spirit but also in practice. Joint technical meetings with these institutions contribute to the promotion of professional and continuing education activities. The Section plays an active role in the development and implementation of the lecture program and, in 2002, it contributed four of the sixteen lectures. Once again we were represented on the Professional Engineers Promotion (PEP) committee, for which the major event is National Engineering Week, held this year from 14 to 21 July. For the first time, the Section contributed \$1,000 to help finance the event. We also arranged the speaker for the Harricks address that launches Engineering Week. Prof. Ron Ekers of CSIRO spoke on "Space exploration and the future of radio astronomy – A square kilometer array".

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September (see below). Their attendance at this event symbolised the excellent relationship that exists with sister Institutions in NSW.

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David Tien commenced a process of improving contacts between the Section and the Student Chapters which will be continued in 2003 by Stephanie Boyd.

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Bruce Poon once again attended the Marist Brothers, Parramatta, Careers Day on 4 September for promoting the profession and representing IEEE.

## **B.5 E-mail and Newsletter Activities, Home Page**

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Jon Agnew has completely upgraded the Section web site (<http://ewh.ieee.org/r10/nsw>) and it now has a very professional appearance. The web site gives easy access to Section information including upcoming events and the history of the Section.

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The first email version of *Circuit* was issued in February 2003.

## **B.6 IEEE Awards to Members**

The NSW Section Secretary, Andrew Parfitt, was awarded an outstanding volunteer award by Region 10. Andrew has provided over thirteen years' service to the South Australia and New South Wales Sections. He was presented with a certificate at the April Committee meeting.

In response to suggestions from IEEE Region 10, the Section has decided to establish the NSW Section Outstanding Volunteer Award(s). The most outstanding volunteer would become the Section's nominee for the corresponding Region 10 award. The conditions are the same as for the Region 10 award. The Awards and Nominations Committee has selected Bruce Poon to be the first recipient of this award.

On Friday 27 September, the NSW Section celebrated its thirtieth anniversary with a dinner at the Royal Sydney Yacht Squadron, Kirribilli. Plaques were presented to members who have served continuously on the Section Committee for ten years or more. These members were: Bruce Poon, Sam Reisenfeld, Ramutis (Zak) Zakarevicius, John Robinson, Walter Lachs, Jim Logothetis and Jim Vasseleu.

## **B.7 Chapter & Affinity Group Activities**

Most Chapters were active during the year, holding activities such as lectures, seminars and workshops, and utilising IEEE Distinguished Lecturers on some occasions.

The future of the NSW Chapter for Circuits & Systems/Solid State Circuits was in doubt until early this year, as no meeting has been held since its formation in early 2000. As a result of an article in the February issue of *Circuit* regarding possible delisting, Steven Duvall agreed to Chair the Chapter in 2002. A Committee was formed and two events were held during the year.

A GOLD (graduates of the last decade) affinity group has now been formed in NSW. The Coordinator of the GOLD Affinity Group, Filita Barker, received notification of this from Cecelia Jankowski, Managing Director, IEEE Regional Activities. Ms Jankowski wrote, "On behalf of the IEEE Executive Director, Dan Senese, it is a pleasure to inform you that the requirements of the IEEE Bylaws have been met, and the Graduates Of the Last Decade Affinity Group of the New South Wales Section has been formed. The effective formation date of this Affinity Group is 16 April, 2002."

The first function of the GOLD Affinity Group was a dinner held on Friday, 1 November, at the Duxton Hotel, North Sydney, which was attended by 21 people.

## B.8 Organization

In 2002, the NSW Section Committee met on the first Monday of each month from February through to November, with the exception of September and October when we met on the second Monday.

The Section Committee worked on three main goals in 2002. The first was to reinvigorate activities at the Student member and recent graduate stage. This has achieved through sponsoring a number of new student memberships and also the establishment of GOLD. However, this work will need to continue in the 2003 to make gains from these initiatives. The second goal was to improve communications to Section members. Some progress has been made in this with improvements to *Circuit* and the Section web site. The third goal was to develop a long-term strategy for the Section. While some progress towards this goal has been made, there is still much to be done.

A number of goals were suggested in the Chair's report at the 2001 AGM. Progress against these goals is summarised below.

Area	Goal	Progress to Date
Major Conferences	Plan to hold at least one major International Conference in Sydney every year.	One conference planned in 2004.
Seminars & Workshops	Attract more IEEE Distinguished Lecturers to Sydney.	5 Distinguished Lecturers in Sydney in 2002.
Affinity Groups	Establish a GOLD affinity group and have at least two successful meetings.	Completed.
Education and Professional Activities	Prepare a CDROM promoting the profession and IEEE for distribution to schools and universities.	About 10% complete.
Students' Activities	Revitalise the activities of our existing Student branches and recruit 100 new Student Members.	Revitalisation in early stage. Over 200 new Student Members in 2002.
Senior Grade Membership	Upgrade ten Members to Senior grade in 2002.	Eight additional Senior Members.
Engineering Management Society	Submit a petition to establish this new chapter.	Not done.
Chapter Activities	Encourage greater Chapter activity through a range of new initiatives.	Little progress. Modest Chapter activity only.
E-mail and Newsletter Activities, Home Page	Work towards placing all member communications on the Section website.	Substantially complete.
Long Range Planning and Finances	Develop a long-term strategy for the Section for providing better member activities and services.	Commenced.

The Section Chairman represented the Section at the 2002 Region 10 Meeting of Sections and Council Chairs that was held at Grand Hyatt Erawan Bangkok hotel, Thailand, from 5 to 6 April 2002.

He was also the Section's primary delegate at the 2002 Sections Congress "Creating a Global Community" which was held at the J.W. Marriott Hotel, Pennsylvania Avenue, Washington DC, from Friday 18 to Monday 21 October. Unlike previous Sections Congresses, this year it featured both

administrative officer training and leadership training for the delegates. On the Sunday, the Regions met to develop four recommendations each for bringing to the plenary Sections meeting on the Monday. These recommendations were voted on by the Primary Delegates, of which there were about 250. Based on what he heard during the Congress, the Chair made several recommendations to the Section Committee for achieving best practice. These are:

1. The NSW Section should create a Senior Member upgrade committee.
2. The Section revise its by-laws in 2003.
3. The Chair of the Nominations Committee should be the immediate past-Chair of the Section.
4. The Section immediately introduce the NSW Section Outstanding Volunteer Award(s). (Adopted at November meeting.)
5. We vary our proposed approach in 2003 to the introduction of an electronic newsletter to have mostly electronic newsletter. Have one mail-out per year in mid-year to correspond with a call for Section committee nominations. All members with email to be notified when the newsletter is available on the web. (Adopted at November meeting.)
6. The Section create a position of Section Historian. The purpose of this role will be to keep key records, fill in any gaps of detail and maintain the Section History on the web site.
7. The NSW Section consider establishing a Sister Section Agreement with another Section.

The Section Committee has recommended to IEEE Headquarters that the NSW Hunter Valley Sub-section be delisted due to an inability to form an active committee in the Hunter.

During the year, Tim Hesketh resigned from the Section Committee.

## **PART C- GOALS AND PLANS FOR 2003**

### **C.1 Goals**

Notwithstanding the continuing activities identified in B.8 above, the Section Executive Committee has started the year with the aim of identifying key issues that need to be addressed in the next 12 months. In a "brainstorming" session at the first committee meeting, the following issues were identified:

- Complete the CD ROM promotional material project
- Enhance student councilor links with Universities and with student branches.
- High school career material distribution
- Joint seminar/Joint University functions
- Senior Member promotion
- Review section by-laws – 3 year review.
- Plan joint conferences between chapters
- Promote distinguished lecturers
- Industrial liaison / vocational experience programs
- Enhance membership services including job advertising
- Consider a consultants exchange program
- Mutual incentives, marketing material, cross-program discounts
- Establish linkages with Australian Computer Society and others
- Look at non-student branch University interaction
- Improve student paper awards coordination / networking, student model contest
- Bid for major international conference
- Media commentary exposure (expert media commentary)
- Cross fertilization with other institutions and IEEE groups
- Establish an annual IEEE Conference exhibition



- Improve IEEE Section – newsletter exchange
- Professional recognition program
- Establish a Sister Section relationship

## **C.2 Detailed Implementation Plans**

The Section Executive Committee is currently prioritizing the above issues with a view to tackling a number of them in the near term.

A new task group has been established to progress the completion of the CD ROM to be used for the promotion of Electrical Engineering and Computer Science in NSW.

## **C.3 Budget**

Due to the changeover in the Section Treasurer position, no budget is currently available. However, it is anticipated that the operating budget will not differ significantly from that of 2002, with the exception of funds being set aside to address the priority items that will be identified in the process of C.2.

## **PART D – OTHER**

### **D.1 Relationship with National Societies**

The Joint Membership Agreement, which was signed in August 1998 between The Institution of Engineers, Australia (IEAust), the Institute of Electrical Engineers UK (IEE) and IEEE, is being revised with the intention of having a new agreement in place early in 2003.

### **D.2 Special Events**

On Friday 27 September, the NSW Section celebrated its thirtieth anniversary with a dinner at the Royal Sydney Yacht Squadron, Kirribilli.

### **D.3 Problems to be Anticipated**

None.

A.J. Parfitt

28 February 2003



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## B.8 Organization

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The Section Committee worked on three main goals in 2002. The first was to reinvigorate activities at the Student member and recent graduate stage. This has achieved through sponsoring a number of new student memberships and also the establishment of GOLD. However, this work will need to continue in the 2003 to make gains from these initiatives. The second goal was to improve communications to Section members. Some progress has been made in this with improvements to *Circuit* and the Section web site. The third goal was to develop a long-term strategy for the Section. While some progress towards this goal has been made, there is still much to be done.

A number of goals were suggested in the Chair's report at the 2001 AGM. Progress against these goals is summarised below.

Area	Goal	Progress to Date
Major Conferences	Plan to hold at least one major International Conference in Sydney every year.	One conference planned in 2004.
Seminars & Workshops	Attract more IEEE Distinguished Lecturers to Sydney.	5 Distinguished Lecturers in Sydney in 2002.
Affinity Groups	Establish a GOLD affinity group and have at least two successful meetings.	Completed.
Education and Professional Activities	Prepare a CDROM promoting the profession and IEEE for distribution to schools and universities.	About 10% complete.
Students' Activities	Revitalise the activities of our existing Student branches and recruit 100 new Student Members.	Revitalisation in early stage. Over 200 new Student Members in 2002.
Senior Grade Membership	Upgrade ten Members to Senior grade in 2002.	Eight additional Senior Members.
Engineering Management Society	Submit a petition to establish this new chapter.	Not done.
Chapter Activities	Encourage greater Chapter activity through a range of new initiatives.	Little progress. Modest Chapter activity only.
E-mail and Newsletter Activities, Home Page	Work towards placing all member communications on the Section website.	Substantially complete.
Long Range Planning and Finances	Develop a long-term strategy for the Section for providing better member activities and services.	Commenced.

The Section Chairman represented the Section at the 2002 Region 10 Meeting of Sections and Council Chairs that was held at Grand Hyatt Erawan Bangkok hotel, Thailand, from 5 to 6 April 2002.

He was also the Section's primary delegate at the 2002 Sections Congress "Creating a Global Community" which was held at the J.W. Marriott Hotel, Pennsylvania Avenue, Washington DC, from Friday 18 to Monday 21 October. Unlike previous Sections Congresses, this year it featured both



administrative officer training and leadership training for the delegates. On the Sunday, the Regions met to develop four recommendations each for bringing to the plenary Sections meeting on the Monday. These recommendations were voted on by the Primary Delegates, of which there were about 250. Based on what he heard during the Congress, the Chair made several recommendations to the Section Committee for achieving best practice. These are:

1. The NSW Section should create a Senior Member upgrade committee.
2. The Section revise its by-laws in 2003.
3. The Chair of the Nominations Committee should be the immediate past-Chair of the Section.
4. The Section immediately introduce the NSW Section Outstanding Volunteer Award(s). (Adopted at November meeting.)
5. We vary our proposed approach in 2003 to the introduction of an electronic newsletter to have mostly electronic newsletter. Have one mail-out per year in mid-year to correspond with a call for Section committee nominations. All members with email to be notified when the newsletter is available on the web. (Adopted at November meeting.)
6. The Section create a position of Section Historian. The purpose of this role will be to keep key records, fill in any gaps of detail and maintain the Section History on the web site.
7. The NSW Section consider establishing a Sister Section Agreement with another Section.

The Section Committee has recommended to IEEE Headquarters that the NSW Hunter Valley Sub-section be delisted due to an inability to form an active committee in the Hunter.

During the year, Tim Hesketh resigned from the Section Committee.

## **PART C- GOALS AND PLANS FOR 2003**

### **C.1 Goals**

Notwithstanding the continuing activities identified in B.8 above, the Section Executive Committee has started the year with the aim of identifying key issues that need to be addressed in the next 12 months. In a "brainstorming" session at the first committee meeting, the following issues were identified:

- Complete the CD ROM promotional material project
- Enhance student councilor links with Universities and with student branches.
- High school career material distribution
- Joint seminar/Joint University functions
- Senior Member promotion
- Review section by-laws – 3 year review.
- Plan joint conferences between chapters
- Promote distinguished lecturers
- Industrial liaison / vocational experience programs
- Enhance membership services including job advertising
- Consider a consultants exchange program
- Mutual incentives, marketing material, cross-program discounts
- Establish linkages with Australian Computer Society and others
- Look at non-student branch University interaction
- Improve student paper awards coordination / networking, student model contest
- Bid for major international conference
- Media commentary exposure (expert media commentary)
- Cross fertilization with other institutions and IEEE groups
- Establish an annual IEEE Conference exhibition

- Improve IEEE Section – newsletter exchange
- Professional recognition program
- Establish a Sister Section relationship

## **C.2 Detailed Implementation Plans**

The Section Executive Committee is currently prioritizing the above issues with a view to tackling a number of them in the near term.

A new task group has been established to progress the completion of the CD ROM to be used for the promotion of Electrical Engineering and Computer Science in NSW.

## **C.3 Budget**

Due to the changeover in the Section Treasurer position, no budget is currently available. However, it is anticipated that the operating budget will not differ significantly from that of 2002, with the exception of funds being set aside to address the priority items that will be identified in the process of C.2.

## **PART D – OTHER**

### **D.1 Relationship with National Societies**

The Joint Membership Agreement, which was signed in August 1998 between The Institution of Engineers, Australia (IEAust), the Institute of Electrical Engineers UK (IEE) and IEEE, is being revised with the intention of having a new agreement in place early in 2003.

### **D.2 Special Events**

On Friday 27 September, the NSW Section celebrated its thirtieth anniversary with a dinner at the Royal Sydney Yacht Squadron, Kirribilli.

### **D.3 Problems to be Anticipated**

None.

A.J. Parfitt

28 February 2003



**NEW SOUTH WALES SECTION, AUSTRALIA**

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THE INSTITUTE OF ELECTRICAL & ELECTRONICS ENGINEERS INC

ARBN 078 576 495 ABN 34 078 576 495  
Web page: <http://ewh.ieee.org/r10/nsw>

**IEEE  
NEW SOUTH WALES SECTION  
ANNUAL REPORT**

**ANNUAL GENERAL MEETING**

29 November 2002

*Prepared by:*

Dr Trevor S. Bird  
Chairman IEEE NSW Section  
Tel +61 2 9372 4289  
Fax +61 2 9372 4446  
Email [ts.bird@ieee.org](mailto:ts.bird@ieee.org)



**OFFICERS OF THE IEEE NEW SOUTH WALES SECTION 2002**

**2002 SECTION COMMITTEE**

<i>Chairman:</i>	Trevor BIRD
<i>Vice-Chairman:</i>	Graeme GWILLIAM
<i>Secretary:</i>	Andrew PARFITT
<i>Treasurer:</i>	David BURGER
<i>Past-Chairman:</i>	John ROBINSON
<i>Membership Development:</i>	Bruce POON
<i>Awards Chair:</i>	Jim VASSELEU
<i>Fellow Search:</i>	Walter LACHS
<i>Newsletter Editor:</i>	Trevor BIRD
<i>Student Activities:</i>	David TIEN
<i>Professional Activities:</i>	Demetrios (Jim) LOGOTHETIS
<i>Educational Activities:</i>	Karu ESSELLE
<i>Member Communications:</i>	Kate CARRUTHERS
<i>Nominations Committee</i>	Jim VASSELEU (Chair), Ramutis (Zak) ZAKAREVICIUS, Bruce POON
<i>Committee Members:</i>	Tim HESKETH (resigned 3 June 2002), Stefan MOZAR, Sam REISENFELD, Ramutis (Zak) ZAKAREVICIUS, All Chapter Chairmen ( <i>ex-officio</i> )
<i>Section Webmaster:</i>	Jon AGNEW

**2002 CHAPTER COMMITTEES**

**Computer Chapter**

*Chairman:* Kate CARRUTHERS

**Communications/Signal Processing Joint Chapter**

*Chairman:* Philip OGUNBONA

**Microwave Theory Techniques/Antennas Propagation Joint Chapter**

*Chairman:* Karu ESSELLE  
*Vice-Chairman:* Andrew PARFITT  
*Secretary:* Alan McPHAIL  
*Treasurer:* Graham TOWN  
*Committee Members:* Trevor BIRD

**Power Engineering Chapter**

*Chairman:* Graeme GWILLIAM  
*Vice-Chairman:* Mark EDMUNDS  
*Secretary:* Antony ZAGLAS  
*Treasurer:* Dan CANDOTTI  
*Committee Members:* Walter LACHS, Jim LOGOTHETIS, Vic MORGAN, John ROBINSON, S. SATHIAKUMAR, Jim VASSELEU, Joseph ZHU

**Industrial Applications/Power Electronics/Industrial Electronics Joint Chapter**

*Chairman:* Faz RAHMAN

**Circuits & Systems/Solid-State Circuits Joint Chapter**

*Chairman:* Steven DUVALL

**2002 AFFINITY GROUPS**

**Life Member**

*Chairman:* Jim VASSELEU

**GOLD**

*Chairman:* Filita BARKER



## **PART A – SECTION SUMMARY**

### **A.1 Executive Summary**

Highlights of the year 2002 were:

- A GOLD Affinity Group was formed.
- Free Student Membership provided to over 200 new student members.
- Rejuvenation of the Circuits & Systems/Solid State Circuits joint Chapter.
- Installation of the new web site and its continued development.
- Celebration of the 30<sup>th</sup> anniversary of the formation of the Section.

### **A.2 Financial Summary**

The Section remains in a sound financial position and this has enabled the Section Committee to undertake several new projects, some of which are reported below. On the negative side, the profit anticipated from PICA 2001 did not eventuate and, at the time this report was prepared, auditing of the accounts have not yet been completed. For details of the Section's finances for 2002 please refer to the Treasurer's report.

## **PART B – ORGANISATION ACTIVITIES**

### **B.1 Membership & Membership Development**

At the end of 200, the membership statistics for the New South Wales Section showed 2542 Active Members. This number consisted of 14 Fellows, 116 Senior Members, 37 Life Members, 331 Students and 257 Affiliates. The latest membership figure available for 30 October 2002 shows 2400 Members, which is 158 up on the number at the same time last year. This number consists of 12 Fellows, 124 Senior Members, 38 Life Members (includes Life Fellows, Senior Members and Members), 592 Students and 208 Affiliates. While the total number of Members is about the same as last year, Senior Member numbers are up 6% and Student numbers are up by a massive 62%, due mainly to the Section's initiative of funding a number of new Student memberships (see B.4 below).

### **B.2 Professional and Continuing Education Activities and Conferences**

The Section has once again worked closely with kindred professional societies, the IEAust. and IEE. In many respects, NSW has shown how the existing tripartite agreement between IEEE, IE Aust and IEE can operate not only in spirit but also in practice. Joint technical meetings with these institutions contribute to the promotion of professional and continuing education activities. The Section plays an active role in the development and implementation of the lecture program and, in 2002, it contributed four of the sixteen lectures. Once again we were represented on the Professional Engineers Promotion (PEP) committee, for which the major event is National Engineering Week, held this year from 14 to 21 July. For the first time, the Section contributed \$1,000 to help finance the event. We also arranged the speaker for the Harricks address that launches Engineering Week. Prof. Ron Ekers of CSIRO spoke on "Space exploration and the future of radio astronomy – A square kilometer array".

The President of the Sydney Division of the Institution of Engineers Australia, Bruce Howard, and the Honorary Secretary, John Gebler, were present at the Section's 30<sup>th</sup> anniversary dinner, which was held in September (see below). Their attendance at this event symbolised the excellent relationship that exists with sister Institutions in NSW.

The NSW Section was a technical co-sponsor of the First International Conference on Information Technology and Applications (ICITA 2002), held in Bathurst from 24 to 28 November 2002.

### **B.3 Recognized Educational Programs**

At the end of 2001, New South Wales universities that offer electrical engineering, electronics, applied science and computer science were asked to provide details of courses for continuing accreditation by IEEE. Unfortunately, little response was received. This lack of response is of concern because much of the data available on courses is out of date or irrelevant and future accreditation could be in doubt. We will need to contact all universities in 2003 to obtain the required course information.

The Education Committee is continuing to develop an information package on Electrical Engineering as a career for distribution to school and university students in New South Wales. Some of the material in the package is being obtained locally but the majority will be obtained from the IEEE and its Societies. We have approached the Sydney Division of IE Aust. to work with us on this project.

### **B.4 Students Activities**

As an initiative to promote IEEE in New South Wales, the Section Committee agreed in March to fund about 200 new Student members in 2002. The offer was open for two weeks in May to student members in approved courses. The call for applications was organized by the Student Counsellor, David Tien, with the help of an academic staff member at universities in New South Wales. When applications closed at the end of May, about 220 applications had been received. Unlike other similar schemes, a follow-up strategy is planned to assist the students make the transition from Student to full Member.

David Tien has commenced a process of improving contacts between the Section and the Student Chapters.

David Pollum, a postgraduate student at the University of Wollongong, was selected by the Section to represent it at the first Region 10 Student Congress that was organized by the Singapore Student Chapter from 17 to 21 July. The aims of the Congress, which is intended to be an annual event, are to exchange ideas, to encourage student participation in IEEE and to develop a student network in Region 10. David brought back many useful insights and suggestions from the Congress that were reported at the August Committee Meeting.

Two new Student Chapters are in the process of being formed, at Charles Sturt University, Bathurst, and at Macquarie University.

The Section offers the Max Simons award for the best student paper submitted from New South Wales to the IEEE Australia Council Best Paper competition. In 2002, the Max Simons award went to Mr Yuehe Ge, a postgraduate student of Macquarie University, for his paper entitled "Efficient Analysis of Microstrip Circuits Using New Closed-Form Green's Functions".

The Section gave an award for the best student studying for the Advanced Certificate in Information Technology, Networking at the TAFE North Sydney Institute. The Chair gave an address at the student graduation on 25 June and presented this year's award to Gavin Amm.

Bruce Poon once again attended the Marist Brothers, Parramatta, Careers Day on 4 September for promoting the profession and representing IEEE.

### **B.5 E-mail and Newsletter Activities, Home Page**

Three newsletters (*Circuit*) were mailed to all Section members in 2002. The newsletters were also posted on the Section Web page by the Webmaster, Jon Agnew. During the year, *Circuit* was given a face lift with the addition of more local and IEEE news, photos and advertising.

Jon Agnew has completely upgraded the Section web site (<http://ewh.ieee.org/r10/nsw>) and it now has a very professional appearance. The web site gives easy access to Section information including upcoming events and the history of the Section.

During the year we have notified members via *Circuit* that, from 2003, *Circuit* will be mailed to only those members requesting a printed copy or those who do not have email access. However, recently the Committee decided to mail one issue per year at mid-year to correspond with the call for Section committee nominations. This decision resulted from the experiences of some other IEEE Sections which already have electronic newsletters. All members with email will be notified when the newsletter is available on the web.

#### **B.6 IEEE Awards to Members**

The NSW Section Secretary, Andrew Parfitt, was awarded an outstanding volunteer award by Region 10. Andrew has provided over thirteen years' service to the South Australia and New South Wales Sections. He was presented with a certificate at the April Committee meeting.

In response to suggestions from IEEE Region 10, the Section has decided to establish the NSW Section Outstanding Volunteer Award(s). The most outstanding volunteer would become the Section's nominee for the corresponding Region 10 award. The conditions are the same as for the Region 10 award. The Awards and Nominations Committee has selected Bruce Poon to be the first recipient of this award.

On Friday 27 September, the NSW Section celebrated its thirtieth anniversary with a dinner at the Royal Sydney Yacht Squadron, Kirribilli. Plaques were presented to members who have served continuously on the Section Committee for ten years or more. These members were: Bruce Poon, Sam Reisenfeld, Ramutis (Zak) Zakarevicius, John Robinson, Walter Lachs, Jim Logothetis and Jim Vasseleu.

#### **B.7 Chapter & Affinity Group Activities**

Most Chapters were active during the year, holding activities such as lectures, seminars and workshops, and utilising IEEE Distinguished Lecturers on some occasions.

The future of the NSW Chapter for Circuits & Systems/Solid State Circuits was in doubt until early this year, as no meeting has been held since its formation in early 2000. As a result of an article in the February issue of *Circuit* regarding possible delisting, Steven Duvall agreed to Chair the Chapter in 2002. A Committee was formed and two events were held during the year.

A GOLD (graduates of the last decade) affinity group has now been formed in NSW. The Coordinator of the GOLD Affinity Group, Filita Barker, received notification of this from Cecelia Jankowski, Managing Director, IEEE Regional Activities. Ms Jankowski wrote, "On behalf of the IEEE Executive Director, Dan Senese, it is a pleasure to inform you that the requirements of the IEEE Bylaws have been met, and the Graduates Of the Last Decade Affinity Group of the New South Wales Section has been formed. The effective formation date of this Affinity Group is 16 April, 2002."

The first function of the GOLD Affinity Group was a dinner held on Friday, 1 November, at the Duxton Hotel, North Sydney, which was attended by 21 people.

#### **B.8 Organization**

In 2002, the NSW Section Committee met on the first Monday of each month from February through to November, with the exception of September and October when we met on the second Monday.

The Section Committee worked on three main goals in 2002. The first was to reinvigorate activities at the Student member and recent graduate stage. This has achieved through sponsoring a number of new student memberships and also the establishment of GOLD. However, this work will need to continue in the 2003 to make gains from these initiatives. The second goal was to improve communications to Section



members. Some progress has been made in this with improvements to *Circuit* and the Section web site. The third goal was to develop a long-term strategy for the Section. While some progress towards this goal has been made, there is still much to be done.

A number of goals were suggested in my report last year. Progress against these goals is summarised below.

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Major Conferences	Plan to hold at least one major International Conference in Sydney every year.	One conference planned in 2004.
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E-mail and Newsletter Activities, Home Page	Work towards placing all member communications on the Section website.	Substantially complete.
Long Range Planning and Finances	Develop a long-term strategy for the Section for providing better member activities and services.	Commenced.

The Section Chairman represented the Section at the 2002 Region 10 Meeting of Sections and Council Chairs that was held at Grand Hyatt Erawan Bangkok hotel, Thailand, from 5 to 6 April 2002.

He was also the Section's primary delegate at the 2002 Sections Congress "Creating a Global Community" which was held at the J.W. Marriott Hotel, Pennsylvania Avenue, Washington DC, from Friday 18 to Monday 21 October. Unlike previous Sections Congresses, this year it featured both administrative officer training and leadership training for the delegates. On the Sunday, the Regions met to develop four recommendations each for bringing to the plenary Sections meeting on the Monday. These recommendations were voted on by the Primary Delegates, of which there were about 250. Based on what he heard during the Congress, the Chair made several recommendations to the Section Committee for achieving best practice. These are:

1. The NSW Section should create a Senior Member upgrade committee.
2. The Section revise its by-laws in 2003.
3. The Chair of the Nominations Committee should be the immediate past-Chair of the Section.

4. The Section immediately introduce the NSW Section Outstanding Volunteer Award(s). (Adopted at November meeting.)
5. We vary our proposed approach in 2003 to the introduction of an electronic newsletter to have mostly electronic newsletter. Have one mail-out per year in mid-year to correspond with a call for Section committee nominations. All members with email to be notified when the newsletter is available on the web. (Adopted at November meeting.)
6. The Section create a position of Section Historian. The purpose of this role will be to keep key records, fill in any gaps of detail and maintain the Section History on the web site.
7. The NSW Section consider establishing a Sister Section Agreement with another Section.

The Section Committee has recommended to IEEE Headquarters that the NSW Hunter Valley Sub-section be delisted due to an inability to form an active committee in the Hunter.

During the year, Tim Hesketh resigned from the Section Committee.

## **PART C – OTHER**

### **C.1 Relationship with National Societies**

The Joint Membership Agreement, which was signed in August 1998 between The Institution of Engineers, Australia (IEAust), the Institute of Electrical Engineers UK (IEE) and IEEE, is being revised with the intention of having a new agreement in place early in 2003.

### **C.2 Acknowledgments**

The Section Committee has continued to receive support from many non-IEEE members. In particular, we are grateful to the staff at the Australian Professional Centre, under the leadership of Mrs Ruth Inali, for their general assistance and especially in preparing and mailing-out of *Circuit*. We thank Mrs Dallas Rolph also for her work in preparing *Circuit* for publication.

The role of Webmaster is a voluntary position and involves a significant amount of time and effort. Thanks to Jon Agnew for filling this role so professionally.

In conclusion, I thank my fellow Committee members for the support they have given me during my two-year term as Chairman.

I wish all Members and their families all the very best of fortune for Christmas and the New Year.

T.S. Bird  
Chairman

# IEEE NSW Section

## Microwave Theory & Techniques / Antennas & Propagation Joint Chapter



### 2002 Report

#### Committee for 2002

Chair: A/Professor Karu Esselle, Macquarie University  
 Vice-Chair: Dr Andrew Parfitt, CSIRO TIP  
 Secretary: Dr Alan McPhail, University of Western Sydney  
 Treasurer: A/Professor Graham Town, Macquarie University  
 Members: Dr Trevor Bird, CSIRO TIP  
 Mrs Carol Wilson, CSIRO TIP  
 Dr Tim Aubrey, University of Technology, Sydney

#### 2002 Membership in NSW

Total	Fellow	Senior Member	Life Senior	Member	Student	Affiliate	Provisional
95	3	11	1	65	11	4	0

#### Meetings

Five technical meetings were held in 2002. They include two IEEE distinguished lectures and two Joint Meetings (with IEAust and IEE). More information about these meetings can be found overleaf. All meeting announcements were emailed to all members of the MTT and AP Societies in New South Wales whose email addresses are available. Most meetings were advertised in the IEEE NSW website. Whenever possible, meetings were also advertised in the IEEE NSW Circuit newsletter.

#### General

I thank the speakers of the meetings for well-organised presentations and the Chapter Committee for helping me in various ways during my tenure as Chair. I also thank Mrs Dallas Rolph of CSIRO and Ms Renee Vance of Macquarie University for organising refreshments for the meetings.

*Karu Esselle, PhD, SMIEEE, Chair, November 29, 2002*

#### Meeting List

1. Professor Lot Shafai, University of Manitoba, Canada  
 Antenna and Phased Array Implementation Using Engineered Substrates

April 2nd at CSIRO TIP Lecture Theatre

2. IEEE Distinguished Lecturer and Professor Tapan Sakar, Syracuse University, USA  
 Coupling Electromagnetic Analysis with Signal Processing Techniques for an Efficient and Accurate Solution for Adaptive Antennas Sydney University

April 22nd at CSIRO TIP Lecture Theatre (attendance: 18, IEEE members: 17)

3. Dr Graeme James, CSIRO Telecommunications and Industrial Physics  
 The Square Kilometre Array: Has the Antenna Quandary been Solved?  
 (Joint Meeting)

September 12th at Harricks Auditorium, IEAust building, Milsons Point.

4. IEEE Distinguished Lecturer Dr Hector De Los Santos, NanoMEMS Research  
 Application of MEMS Technology to RF/Microwave Systems

October 17th at Macquarie University (attendance: 15, IEEE members: 8).

5. Professor Robert Minasian, University of Sydney  
 Photonic Processing of Microwave Signals  
 (Joint Meeting)

October 24th at Harricks Auditorium, IEAust building, Milsons Point.

#### 2002 2002 Expenses

DL Tapan Sakar lecture local expenses : \$ 338.60  
 DL Hector De Los Santos lecture local expenses : \$ 460.99  
 Total expenses for the year : \$ 799.59

AGENDA  
ANNUAL GENERAL MEETING  
ON  
FRIDAY, NOVEMBER 29<sup>TH</sup>, 2002  
OF THE  
NSW POWER ENGINEERING CHAPTER

1. Attendance and apologies
2. Minutes of the 2001 AGM and any discussion therefrom.
3. Report for 2002 of the Chapter Chairman
4. Report of the Chapter Treasurer
5. Election of Officers for 2003
6. Any business relevant to AGM.  
Proposed conferences, seminars, workshops, etc  
Nomination for Outstanding Chapter Award  
Technical/Societal/student activities

IEEE NSW SECTION  
POWER ENGINEERING CHAPTER  
CHAIRMAN'S REPORT 2002

The year 2002 was a relatively quiet year, with the committee members finding out a little of their responsibilities.

At the beginning of the year a nomination was made for the PES Outstanding Chapter Award, however in this matter we were unsuccessful, the Region 10 award going to an Indian Chapter. Information was received during the year of a revamping of the Chapter Awards by the PES, and it is hoped that future applications will be more successful.

The technical speakers programme, again in conjunction with the IEE and IEAust, was also successful, and the members who contributed to this programme are to be commended. There is a continuing opportunity for members to make presentations in this programme in the future.

During the year we conducted the first Student Lunchtime Seminar, for which I thank A/Professor Hugh Outhred most sincerely. It is intended to have these as a continuing activity with possible presentations being made at each of the city universities teaching power engineering subjects.

In October I was able to attend the Region 10 Chapter Chairs' Conference in Yokohama. The opportunity to meet with and discuss various aspects of the operation of a PE Chapter was most enlightening and useful. I came away from that gathering with a range of ideas that we may be able to implement.

The PE Society is encouraging Chapters to actively relate to and support GOLD members. Future Chapter committees should include at least one GOLD member so that the Chapter can support, and interact with the efforts of the GOLD representative on the NSW Section Committee.

During the coming year it is hoped that the Chapter will be able to sponsor, and conduct, a number of workshops and seminars on subjects of interest to the IEEE members and Electrical Engineers at large.

The relatively small number of engineering students electing to follow careers in power engineering is a matter of worldwide concern, and it is a matter with which our local membership should all concern ourselves.

I thank the committee officers and members for their support and assistance during the past year, and hope that we can all go on to bigger and better things in the future.

Graeme B. Gwilliam  
Chairman 2002.

IEEE NSW SECTION  
POWER ENGINEERING CHAPTER  
FINANCIAL REPORT 2002

During the year the Chapter finances continued to be managed by the NSW Section in accordance with the established practice. Expenditure up to \$500 is processed directly by the NSW Section Treasurer. Any Chapter income is paid directly into the NSW Section funds from which the Chapter may draw for projects of significant financial commitment.

During the year the Chapter expenditure was less than \$500, and so there are no matters of importance to report for the year 2002.

Dan Candotti  
Chapter Treasurer



IEEE RAB Graduates of the Last Decade (GOLD)  
Committee is pleased to present this certificate  
to the

***IEEE NEW SOUTH WALES SECTION***

in recognition and appreciation of the leadership and your  
continued support to the IEEE New South Wales Section  
GOLD Affinity Group. The support enabled the GOLD  
group's enthusiasm and activities be formalized and  
accepted into the IEEE community.



*Slawomir Wesolkowski*

Chair  
IEEE Regional Activities Board  
Graduates of the Last Decade (GOLD) Committee

A handwritten signature in black ink, appearing to read "W. H. ...".

Vice President, Regional Activities



**IEEE New South Wales Section  
Minutes of the 161<sup>st</sup> Executive Committee Meeting, 4 February 2002  
North Sydney Institute of TAFE, Gore Hill, Room CG15**

The Chair opened the meeting at 7.05pm.

**1. Attendance and Apologies**

Present: Andrew Parfitt, Jim Vasseleu, David Burger, Trevor Bird, John Robinson, Jim Logothetis, Karu Esselle, David Tien, Graeme Gwilliam, Bruce Poon, Walter Lachs, Faz Rahman.

Apologies: Kate Carruthers, Sam Reisenfeld, Filita Barker, Philip Ogunbona, Stefan Mozar, Zak Zakarevicius

The chair welcomed all to the new committee.

**2. Minutes of the Previous Meeting**

The minutes of the previous meeting were accepted as a true record (moved Jim Logothetis, seconded John Robinson, carried).

**3. Agenda and Actions**

The agenda was approved.

Action 41/2001: Filita Barker has accepted the position of GOLD affinity group coordinator. Unfortunately the Canadian visitor had to cancel his visit. Complete.

Action 45/2001: Bhargava meeting accounts now finalized. Complete.

Action 48/2001: Investment accounts have been consolidated temporarily into a single CMT. Complete.

Action 51/2001: Draft paper on promotion of IEEE and Electrical Engineering profession has commenced with Sydney University foundation and TAFE awards etc. An amount of USD\$2000 is earmarked for this activity. Proposal to use the Region 10 fund to promote IEEE locally including students and recent graduates. Possible use of some of the section funds for this purpose as well. Continuing.

Action 52/2001: Tim Hesketh to send list of student branch chairs to Bruce Poon. Continuing.

Action 55/2001: Web site development still continuing. Continuing.

Action 57/2001: 2002 Week of engineering topics with Trevor Bird. Continuing.

Action 58/2001: Subcommittee to be formed for the purpose of preparing CDROM under Action 51/2001. Continuing.

#### **4. Correspondence**

- Bruce Poon nominated by Section for R10 Outstanding Volunteer Award.
- Details of 2001 rebate received from HQ.
- Letters terminating CMT and transferring funds.
- Letter to HQ from Australia Council requesting exemption for US signatory on accounts.
- Request for advertising information for Circuit received.
- Some chapter reports and JP meeting reports received.
- 3 papers for Australia Council student paper contest received.
- Letter from PEP Committee thanking IEEE for \$1000 contribution for 2002.

The correspondence was received (moved Andrew Parfitt, seconded Karu Esselle, carried).

#### **5. Standing Committee Chairs for 2002**

The following elections were made:

Fellow Search:	Walter Lachs
Membership Development:	Bruce Poon
Professional Activities:	Jim Logothetis
Educational Activities:	Karu Esselle
Student Activities:	vacant
Awards and Recognition:	Jim Vasseleu
Life Members:	Jim Vasseleu
Member Communications:	Kate Carruthers
Nominations:	Jim Vasseleu
GOLD Affinity Group:	Filita Barker
Circuit Editor:	David Tien

[Secretary's Note: subsequent to the meeting, David Tien accepted nomination as Student Activities Chair, and the Circuit Editor will be Trevor Bird assisted by Walter Lachs as required. These arrangements confirmed by email poll.]

#### **6. Treasurer's Report**

Cheque account balance stands at \$9,145.95 with \$99,375.00 in a Commonwealth Bank CMT.

The 2001 rebate, after currency conversion, was \$22,681.25.

Three accounts are to be paid, to a total of \$1,390.00

It was agreed that the investment needs to be optimized to maximize financial return to the Section now that a consolidated account with common signatories has been established.

The L-50 form is to be submitted by the end of February. Graeme Gwilliam is currently working with the auditor on this.

Discussion on the PICA 2001 account ensued:

- John Robinson and the executive to determine whether the full PICA funds can be disbursed in the 2001 accounts.
- Disbursement of surplus proposed to PES as per original agreement.

Discussion on Decision and Control conference ensued:

- GST assessment is to be by NSW Section – this affects our paperwork but the GST payment to be borne by the conference funds.

The Treasurer's report was received and expenditure authorized (moved Walter Lachs, seconded Bruce Poon, carried.)

## **7. CIRCUIT Report**

A preliminary draft of Circuit was circulated, however, it was agreed that David Poon should consider this urgently.

[Secretary's note: subsequent to the meeting, Trevor Bird agreed to continue to produce Circuit with the help of his assistant Dallas Rolph, with Walter Lachs contributing text input as required.]

## **8. Chairman's Forum**

The chair discussed the issues he intends the committee to tackle this year:

- Regular schedule of major conferences in Sydney/NSW.
- GOLD affinity group establishment
- Educational and Professional Activities – preparation of the information CDROM.
- Student Activities – revitalization through student counselors and new coordinator.
- Senior Member grade promotion.
- Engineering Management Chapter – final resolution as to whether the chapter will proceed.
- Chapter activities – need Chapters to prepare a plan of activities.
- Email communications – aim to distribute Circuit electronically next year.
- Use of new technology – videoconferencing lectures.

## **9. Standing Committee Reports**

### 9.1 Fellow Search

No report.

### 9.2 Membership Development

Bruce Poon supplied the latest membership statistics.

### 9.3 Professional Activities

#### PEP Committee Matters:

- Cheque required for 2002 contribution (\$1000) – this being prepared by the Treasurer.
- Engineering Week to be 13-19 July 2002, with Harrick's Address at the Powerhouse Museum at 2pm on Sunday 14 July. Possible CSIRO presentation under discussion.
- 2002 Country Engineering Convention to be held in Bowral 20-22 September 2002.
- PEP budget under preparation.

#### 2002 Joint Program Matters:

- IEAust will not be publishing a booklet listing lectures – information on the IEAust web site – we should link to this from IEEE web site.

#### Reception by IEAust Sydney Division:

- To be held at Duxton Hotel, North Sydney, on Monday 18 February 2002.

### 9.4 Educational Activities

No report.

### 9.5 Student Activities

No report.

### 9.6 Awards

No report.

### 9.7 Life Members

No report.

### 9.8 Member Communications

No report.

### 9.9 Nominations

No report.

## **10. Chapter Reports**

### 10.1 Computer Chapter

No report.

### 10.2 Antennas and Propagation/Microwave Theory and Techniques

No report.

### 10.3 Communications/Signal Processing

No report.

### 10.4 Power Engineering

No report.

### 10.5 Power Electronics/Industrial Applications/Industrial Electronics

Faz Rahman indicated that the November meeting of the Chapter had 35 attendees - \$450 to be paid as expenses.

A distinguished lecturer 1 day tutorial is to be given by Prof. Tenti on 8 February with a \$200 per head charge.

Faz still requires a committee.

### 10.6 Circuits and Systems/Solid State Circuits

To be delisted.

## **11. Conference Reports**

See Treasurer's Report.

## **12. Other Business**

### 12.1 Student Paper Contests

Andrew Parfitt reported that 3 papers had been received by the Section for the Australia Council/Region 10 Student Paper Contests. It was suggested that a Section Prize might be considered for one of these papers. The Secretary will determine a review process.

**(Action 1/2002, Secretary).**

## **13. Closure**

The meeting concluded at 9.10pm

The next meeting will be held at North Sydney Institute of TAFE at 7pm on Monday 4<sup>th</sup> March.

**IEEE New South Wales Section  
Minutes of the 162<sup>nd</sup> Executive Committee Meeting, 4 March 2002  
North Sydney Institute of TAFE, Gore Hill, Room CG15**

The Chair opened the meeting at 7.10 pm.

**1. Attendance and Apologies**

Present: John Robinson, Jim Logothetis, Trevor Bird, Andrew Parfitt,  
Jim Vasseleu, Graeme Gwilliam, Filita Barker, David Burger,  
Walter Lachs, Zak Zakarevicius, Stefan Mozar

Apologies: Tim Hesketh, David Tien, Sam Reisenfeld, Karu Esselle, Bruce Poon,  
Philip Ogunbona

**2. Minutes of the Previous Meeting**

The minutes of the previous meeting were accepted as a true record (moved Jim Vasseleu, seconded Jim Logothetis, carried).

**3. Agenda and Actions**

The agenda was approved.

Action 51/2001: Draft paper on promotion of IEEE and Electrical Engineering profession has commenced with Sydney University foundation and TAFE awards etc. An amount of USD\$2000 is earmarked for this activity. Proposal to use the Region 10 fund to promote IEEE locally including students and recent graduates. Possible use of some of the section funds for this purpose as well. Continuing.

Action 52/2001: Tim Hesketh to send list of student branch chairs to Bruce Poon. Continuing.

Action 57/2001: 2002 Week of engineering topics: Trevor Bird has proposed Ron Ekers (Director ATNF) and has approached Ron. Continuing.

Action 58/2001: Subcommittee to be formed for the purpose of preparing CDROM under Action 51/2001. Suggested Trevor Bird, Andrew Parfitt and Karu Esselle. Continuing.

Action 1/2002: 3 student papers still to be distributed by the Secretary for the Max Symons prize. Continuing.

John Robinson advised that he had identified two people at Wollongong University as contacts in regard to student matters – Julian Douglass (student counselor) and Jeff Trott.

#### **4. Correspondence**

- L50 form (Section finances, 2001) submitted to IEEE HQ.
- Australia Council Correspondence
  - Proposal for Engineering Management Society Conference in 2004 – suggested Melbourne but Stefan Mozar would be prepared to consider the conference for Sydney. Need a bid for the Region 10 meeting in April.
  - Arrangements being made for Tapan Sarkar (AP Distinguished Lecturer) visit in April.
  - Tripartite Agreement – rolled over for 2002 – needs renewing and comments sought from Sections. IEEE HQ very reluctant to change the current agreement. John Robinson will represent the IEEE in Canberra on 14 March.
  - Financial statement for 2001 received from Michael Evans.
- Requests for endorsement(s) of IEEE Fellow nominations have been actioned.
- Meeting reports for 2001 submitted and accepted.
- Officer confirmation report for 2002 submitted and accepted.

The correspondence was received (moved Walter Lachs, seconded Jim Logothetis, carried).

#### **5. Treasurer's Report**

Accounts for \$1200 were presented and approved.

The treasurer reported that he would formally receive the books this week, and hence no statement of accounts was presented.

The proposed investment strategy was to use the Commonwealth Bank only, with the following disbursement:

- \$10k held in cheque account
- \$20k in CMT
- \$90k in term deposits (staggered roll-over, optimized for good rate of return)
- Additional PICA and rebate funds to be added to term deposits.

The Treasurer's report was received and expenditure authorized (moved Walter Lachs, seconded Graeme Gwilliam, carried.)

#### **6. CIRCUIT Report**

March issue was sent to APC on time and should be in the mail shortly. Electronic copy is on the web site.

It was recommended that the web site link to the IEAust page for Joint Technical program abstracts etc. (**Action 2/2002** – webmaster to implement link.)

A brief discussion was had on the need to notify (by email) members when Circuit is available on the web site, in preparation for the time when Circuit is no longer produced in paper copy.

## **7. Chairman's Forum**

The chairman proposed a student membership scheme as follows:

- That the NSW Section shall provide 100 free Student memberships in 2002. The cost of the Scheme is anticipated to be around US\$1400 this year.
- The amount (up to 1400 USD) is to be deducted from the NSW Section refund. This needs to be cleared with IEEE Piscataway before we proceed with the Scheme.
- The membership would be for one year (per student) only.

Proposed approach:

- We would invite applications through the Section web site, CIRCUIT and Student Councilors. Applications to be lodged via the Section only. There will be no refunds.
- Applicants will join a Student Branch.
- Applicants should be enrolled at least third year of an IEEE recognized degree course.
- The Scheme shall be administered by the Student Activities Chair (David Tien).
- The aid of university student groups and/or GOLD affinity group should be considered in promotion of the scheme.
- To term of membership shall be based on Australian academic calendar.

Follow up:

- A database will be developed to follow the history of the Students that are recruited under the Scheme as he/she moves from Student to Member membership grade.
- After graduation a personal letter shall be sent by the Section Chairman encouraging the Student to continue with IEEE membership.

It was moved that the proposal be accepted (Andrew Parfitt, seconded Walter Lachs) and carried. (**Action 3/2002** – Chairman to discuss implementation of Scheme with David Tien.)

## **8. Standing Committee Reports**

### **8.1 Fellow Search**

ThreeOne local candidates have been being nominated.

### **8.2 Membership Development**

Bruce Poon supplied the latest membership statistics via email. Current active membership is 2563.



### 8.3 Professional Activities

The dates for Professional Engineers Week are confirmed as 13 to 19 July 2002. The Harricks address on the Sunday afternoon is likely to be on an electrotechnology subject, and will be held at the Powerhouse Museum (see Action 57/2001). A forum on the sustainability of Sydney infrastructure will also be held.

Topics for the 2003 Joint Technical Program are now being solicited – chapter chairs and others to contact Jim Logothetis with ideas. (**Action 34/2002** – Ideas for 2003 JP meetings).

### 8.4 Educational Activities

Nothing to report.

### 8.5 Student Activities

David Tien provided a report by email. Key items are:

- Charles Sturt University now setting up a student branch.
- ICITA 2002 will be held in Bathurst – a student paper session will be created during the conference.
- Student Best Website contest being held by Region 10 – closing dates mid March.
- Possibility of organizing a student professional awareness conference (RAB sponsored).

### 8.6 Awards

The Chair raised the possibility of offering 10,15,20 year service awards within the Section.

It was noted that it would be desirable if Society and IEEE awards were notified to the Section for all awards made to members in NSW. The secretary will contact IEEE to see if this can be done. (**Action 45/2002** – notification of Section when Society or IEEE awards made to any of its members).

### 8.7 Life Members

The possibility of a luncheon hosted by the Section Chair was raised. Jim Vasseleu to follow up. (**Action 56/2002** – Life Members Luncheon).

### 8.8 Member Communications

No report.

### 8.9 Nominations

No report.

### 8.10 GOLD Affinity Affinity Group

Filita Barker proposed a kick-off event in early May and requested a budget. It was thought that a budget of \$30 - \$50 per head was reasonable given likely attendance numbers.

## **9. Chapter Reports**

### 10.1 Computer Chapter

No report.

### 10.2 Antennas and Propagation/Microwave Theory and Techniques

Karu Esselle advised via email that Tapan Sarkar will be visiting as an IEEE Distinguished Lecturer in April. To be advertised as soon as information is finalized.

### 10.3 Communications/Signal Processing

No report.

### 10.4 Power Engineering

A seminar is to be held at UTS on a date to be confirmed. The topic will be on solar energy.

### 10.5 Power Electronics/Industrial Applications/Industrial Electronics

No report.

### 10.6 Circuits and Systems/Solid State Circuits

Steven Duval has agreed to chair this Chapter. Delisting is to be stopped (**Action 67/2002** – Chair to write to IEEE to reactivate the Chapter).

## **10. Conference Reports**

### 10.1 ISCAS 2001

As this did not involve Section funds, and any further reporting is unlikely, it was agreed that this item should now be closed from this meeting.

### 10.2 PICA

Currently waiting for auditor's report.

## **11. Other Business**

### 11.1 Engineering Management Conference

A followup discussion on a prospective Engineering Management Conference indicated that IEAust might also be involved. However, it was important that a local Chapter be formed as soon as possible, and the requirement of 12 signatories should be followed up as soon as possible. (**Action 78/2002** – Signatories for EM Chapter – Stefan Mozar).

## **12. Closure**

The meeting concluded at 9.10pm

The next meeting will be held at North Sydney Institute of TAFE at 7pm on Monday 8<sup>th</sup> April preceded by dinner. The Secretary is to arrange a venue.

**IEEE New South Wales Section  
Minutes of the 163<sup>rd</sup> Executive Committee Meeting, 8 April 2002  
Montezuma's Mexican Restaurant, Crows Nest**

Dinner commenced at 6.00 pm  
The Chair opened the meeting at 7.00 pm.

**1. Attendance and Apologies**

Present: David Burger, Andrew Parfitt, Trevor Bird, Jim Vasseleu, John Robinson,  
Zak Zakarevicius, Graeme Gwilliam, Karu Esselle, Jim Logothetis,  
Bruce Poon, Kate Karuthers, Faz Rahman, Walter Lachs  
Visitor: Claude LeComte  
Apologies: Tim Hesketh, David Tien, Sam Reisenfeld, Philip Ogunbona,  
Filita Barker

**2. Minutes of the Previous Meeting**

The minutes of the previous meeting, with minor corrections, were accepted as a true record (moved Jim Vasseleu, seconded Graeme Gwilliam, carried).

**3. Agenda and Actions**

The agenda was approved.

Action 51/2001: An action plan for preparation of the CD has been prepared. Trevor Bird is contacting IEAust and IEE to ascertain interest. This work will now be reported under Educational Activities. Closed.

Action 52/2001: Tim Hesketh to send list of student branch chairs to Bruce Poon. Continuing.

Action 57/2001: Confirmation of Ron Ekers for the Harricks Lecture being sought from IEAust. Continuing.

Action 58/2001: Committee has met: See Action 51/2001. Closed.

Action 1/2002: Review of student papers for Max Symons Memorial Prize commenced: 1 in microwaves, 2 in power areas. Suggested Vic Morgan for review of power papers. Continuing.

Action 2/2002: Link to IEAust web site not yet established. Continuing.

Action 3/2002: Implementation of student membership scheme being discussed with David Tien. Continuing.

Action 4/2002: Request for topics for 2003 Joint Program meetings still current. Continuing.

Action 5/2002: Email sent to Vicki Waldheim regarding Awards information sent. Complete.

Action 6/2002: Jim Vasseleu pointed out that this is the 30<sup>th</sup> Anniversary year of the formation of the Australia Section of IEEE, and suggested that a wider function should be organized for August. Continuing.

Action 7/2002: IEEE HQ advised of reactivation of CAS chapter. Stephen Duval to be invited to the next meeting as Chapter Chair. Complete.

Action 8/2002: Signatures for formation of EMS Chapter still not received. Continuing.

Action 9/2002: Secretary still to follow up about deducting student memberships from Rebate. Continuing.

#### **4. Correspondence**

- 2001 L-50 form has been accepted by IEEE HQ: The Treasurer reported that the rebate has now been received.
- Summary membership statistics received.
- Request for \$100 GST component of donation to IEAust PEP received. Approval given to pay the GST.

The correspondence was received (moved Kate Carruthers, seconded Bruce Poon, carried).

#### **5. Treasurer's Report**

Accounts for \$3615.88 were presented and approved.

No financial statement was presented.

No progress has been made with regard to investments.

The Treasurer's report was received and expenditure authorized (moved Graeme Gwilliam, seconded Karu Esselle, carried.)

#### **6. CIRCUIT Report**

March issue was published on schedule, and is now on the web site in electronic form.

Trevor Bird reported that the IEEE Region 10 expects to issue three electronic newsletters per year, and proposed to include relevant material in Circuit.

## 7. Chairman's Forum

The Chairman discussed the Region 10 meeting in Bangkok and will circulate a report of that meeting.

The issue of supporting a Student Congress in Singapore on 17-21 July 2002 was raised: the Secretary proposed a mechanism for selecting a suitable student member to attend (funded by the Section). This was accepted and the Secretary will make appropriate arrangements (**Action 10/2002**).

Region 10 has agreed to subsidize attendance at the Sections Congress, to be held in Washington DC, to the amount of US\$500 for the primary Section delegate (normally the Section Chair).

The Australia Council meeting agreed NOT to support the renewal of the Tripartite agreement, against the wishes of the NSW Section. A teleconference will be held soon to decide how to proceed. It was agreed that the Section Chair would contact the Sydney Division IEAust. Chair to assure him of our continued cooperation at a local level. (**Action 11/2002**).

The Australia Council levy was set at \$0.50 per active member for 2002.

An improved and enhanced Distinguished Lecturer program is anticipated for 2002.

## 8. Standing Committee Reports

### 8.1 Fellow Search

A new application has been submitted for one prominent NSW Section member. Two other applications have been supported.

### 8.2 Membership Development

Bruce Poon presented the current membership statistics.

### 8.3 Professional Activities

Most of the TBAs in this years Joint Program Meeting schedule have now been filled.

It was agreed that IEAust counselors on NSW Campuses might be able to assist with IEEE matters. It was agreed that the Chair contact the IEAust on this matter (**Action 12/2002**).

### 8.4 Educational Activities

See earlier report on CD preparation.

Macquarie University is seeking to form a Student Branch.

Karu Esselle proposed that the IEEE offer to publicise more widely seminars held within Universities, probably via links on our web site. Karu to organize. (**Action 13/2002**)

### 8.5 Student Activities

David Tien provided a report by email. Key items are:

- Charles Sturt University student branch has been established. This needs to be reported in Circuit, and acknowledgement made to Charles Sturt Uni. (**Action 14/2002**)
- Progress will need to be made on the student recruitment plan.

### 8.6 Awards

Trevor Bird advised that Andrew Parfitt was a winner of the 2001 Region 10 Outstanding Volunteer Award. The certificate was presented at the meeting.

The possibility of 10 year service awards within the Section was again raised: it was thought appropriate to award these at a 30 year anniversary function.

### 8.7 Life Members

Life members could be invited to the 30 year anniversary function. A group was established, comprising Jim Vasseleu, Kate Carruthers and Jim Logothetis, to bring a proposal to the committee for this function at its next meeting (**Action 15/2002**)

### 8.8 Member Communications

Nothing to report.

### 8.9 Nominations

Nothing to report.

### 8.10 GOLD Affinity Group

A petition was signed by the committee to form the GOLD affinity group. The submission to be sent by the Chair to IEEE HQ (**Action 16/2002**)

## 9. Chapter Reports

### 9.1 Computer Chapter

Committee met on 3 April and have planned a technical meeting for May.

## 9.2 Antennas and Propagation/Microwave Theory and Techniques

Tapan Sarkar to visit on 22 April – email announcement being made to AP/MTT members.

Lot Shafai gave a lecture at CSIRO on 2 April.

Two lectures for the Joint Program have been swapped – IEAust has been advised and web site updated.

## 9.3 Communications/Signal Processing

No report.

## 9.4 Power Engineering

Outstanding PE Chapter award documentation was submitted.

A Student Seminar is to be held at UTS on 9 May.

## 9.5 Power Electronics/Industrial Applications/Industrial Electronics

The distinguished lecturer visit on 8 April was the first event this year – 30 attendees. Approval was given for the Section to pay expenses of \$1636. A surplus of \$664 was obtained.

## 9.6 Circuits and Systems/Solid State Circuits

No report.

## 9.7 Engineering Management

Signatories for the petition to form the Chapter are expected within two weeks.

It has been confirmed that a bid for NSW to host the 2004 IEMC is still possible. Singapore have made a tentative bid. 200 to 300 attendees might be expected, and IEAust involvement would be sought. A submission in mid May is required – Stefan Mozar and Claude Lecomte are working on the bid. (**Action 17/2002**)

## 10. Conference Reports

### 10.1 PICA

Committee is still responding to questions from the auditor.



## **11. Other Business**

### 11.1 Region 10 Conference

It was resolved to consider a bid for the 2004 or 2005 Region 10 conference – expressions of interest are required by mid May. It was stressed that such a bid required a champion before it could be considered by the Section. Members to consider people who might be asked to coordinate a bid and possibly chair the conference.

## **12. Closure**

The meeting concluded at 9.00pm

The next meeting will be held at North Sydney Institute of TAFE at 7pm on Monday 6<sup>th</sup> May.

**IEEE New South Wales Section**  
**165<sup>th</sup> Executive Committee Meeting**

Monday 3<sup>rd</sup> June 2002 at 6pm  
Montezumas Restaurant, 51 Alexander Street, Crows Nest, Tel. 9901 3533

**AGENDA**

- 1. Welcome and Apologies**
- 2. Approval of Agenda**
- 3. Minutes of Previous Meeting and Business Arising**
- 4. Correspondence**
- 5. Treasurer's Report**
- 6. CIRCUIT Report**
- 7. Chair's Forum (Tripartite Agreement Discussion)**
- 8. Standing Committee Reports**
  - 8.1 Fellow Search (WL)
  - 8.2 Membership Development (BP)
  - 8.3 Professional Activities (JL)
  - 8.4 Educational Activities (KE)
  - 8.5 Student Activities (DT)
  - 8.6 Awards and Recognition (JV)
  - 8.7 Life Member Activities (JV)
  - 8.8 Member Communications (KC)
  - 8.9 Nominations (JV)
  - 8.10 GOLD Affinity Group (FB)
- 9. Chapter Reports**
  - 9.1 Computer (KC)
  - 9.2 Antennas and Propagation/Microwave Theory and Techniques (KE)
  - 9.3 Communications/Signal Processing (PO)
  - 9.4 Power Engineering (GBG)
  - 9.5 Power Electronics/Industrial Applications/Industrial Electronics (FR)
  - 9.6 Circuits and Systems/Solid State Circuits (SD)
  - 9.7 Engineering Management (SM)
- 10. Conferences**
  - 10.1 PICA 2001 (JLR)
- 11. Other Business**
- 12. Next Meeting & Closure**

**IEEE New South Wales Section  
Minutes of the 164<sup>th</sup> Executive Committee Meeting, 6 May 2002  
North Sydney In, Gore Hill Institute of TAFE Room CG15**

The Chair opened the meeting at 7.20 pm.

**1. Attendance and Apologies**

Present: David Burger, Trevor Bird, Jim Vasseleu, John Robinson, David Tien, Jim Logothetis, Kate Karuthers, Faz Rahman, Walter Lachs, Filita Barker, Philip Ogunbona

Visitor: Ian Boyd Computer Society

Apologies: Andrew Parfitt, Zak Zakarevicius, Graeme Gwilliam, Sam Reisenfeld, Stefan Mozar, Bruce Poon, Karu Esselle

**2. Minutes of the Previous Meeting**

The minutes of the previous meeting, with minor corrections (identified by *italics* in these minutes), were accepted as a true record (moved Jim Logothetis, seconded Walter Lachs, carried).

**3. Agenda and Actions**

The agenda was approved.

**Action 52/2001:** Tim Hesketh was not present. He still has to send a list of student branch chairs to Bruce Poon. Continuing.

**Action 57/2001:** Confirmation of Ron Ekers for the Harricks Lecture being sought from IEAust. Continuing.

**Action 1/2002:** Review of student papers for Max *Simons* Memorial Prize commenced: 1 in microwaves, 2 in power areas. Suggested Vic Morgan for review of power papers. Continuing.

**Action 2/2002:** Link to IEAust web site not yet established. JLR to contact Martine Bayly to arrange for appropriate action at IEAust. Continuing.

**Action 3/2002:** Implementation of student membership scheme being managed by David Tien. Continuing.

**Action 4/2002:** Request for topics for 2003 Joint Institution meetings is now urgent as to date the number IEEE presenters being considered by the Joint Committee is still far too low. Continuing.

**Action 6/2002:** Refer Jim Vasseleu's report concerning the 30<sup>th</sup> Anniversary year Function. Continuing.

**Action 8/2002:** An email from Stefan Mozar concerning the development of a new EMS Chapter has been received. Continuing.

**Action 9/2002:** Secretary still to follow up about deducting student memberships from Rebate. Continuing.

**Action 10/2002:** Region 10 Student Congress Singapore.

Motion: David Pollum, Wollongong Chair of the Student Branch will attend R10 Student Congress Singapore, as a student representative for the NSW Section. He will be entitled to a Return Economy Airfare, local accommodation, out of pocket expenses for a total of around \$2,500.

Moved by David Burger, Seconded Jim Vasseleu  
Motion carried unanimously

**Action 11/2002** The Chair has been unable to contact Bruce Howard, President Sydney Division IEAust. Continuing

**Action 12/2002** Following agreement that IEAust counselors on NSW University campuses might be able to assist with IEEE matters the Chair is following up with IEAust personnel - Continuing

#### **4. Correspondence**

15/4/02 IEAust Electrical College Board Executive Meeting Unconfirmed Minutes  
6/5/02 Michael Evans Australia Council Levy 2002  
IEEE Region 10 National Society Agreements  
IEEE HQ Rebate US 11,394.00  
RAB Awards  
IEEE HQ advising of approval of NSW Section GOLD Affinity group formation

Moved Jim Logothetis seconded Walter Lachs that correspondence be accepted

#### **5. Treasurer's Report**

The \$100 GST payment, to be added to the grant of \$1,000 previously sent to IEAust PEP, has been made. Payables amount to \$3,092.02 and receivables around \$2,300

No financial statements were presented.

**Action 18/2002** Debenture Account to be set up

The Treasurer's report was received and expenditure authorised (moved Jim Logothetis seconded Faz Rahman, carried unanimously)

#### **6. Circuit**

Work on the July issue is continuing.

**Action 19/2002** The Chair is looking for items to be published. JLR suggested some of the IEEE WHAT'S NEW @ IEEE newsletters, published on the Web can be a source of interesting topics

#### **7. Chair's Forum**

The topic discussed was the future of the Hunter Sub Section where there has been no meaningful activity for several years due to the strength of the IEAust membership in the Newcastle area.

Following some discussion on the topic the following action will be taken prior to starting the termination process:

**Action 19/2002-** the Chair will send a letter to all members in Sub Section advising of the imminent wind up unless new volunteers come forward to take on active duties to revive the Section. To find a suitable leader to help with the process Faz Rahman agreed to contact Prof Bob Betts, a Head of School at Newcastle University.

#### **8. Standing Committee Reports**

##### **8.1 Fellow Search**

Ron Stillman's nomination has been submitted and 2 others, members of the Section, have been nominated, namely Branka Vucetic and Robert Minasian.

##### **8.2 Membership Development**

In the absence of Bruce Poon the Chair tabled the IEEE NSW Section members' statistics to the end of March 2002. There were 2,640 members of which 86 are in the Hunter Subsection

##### **8.3 Professional Activities**

The Joint Institutions monthly meetings continue but there are few IEEE members coming forward with suitable presentations. The 9 May meeting has had to be cancelled as ABB pulled out at the last minute.

#### 8.4 Educational Activities

Karu Esselle was absent. **Action13/2002** to organise improved publicity for seminars held at Universities.  
No progress to report

#### 8.5 Student Activities

Changes to previous minutes: Charles Sturt University student branch *is in the process of being established*  
The recent decisions by the Committee to subsidise some student memberships will be publicised in an article to be written for the July issue of Circuit – **Action 20/2002**

**Action 21/2002** Committee Members are requested to provide names of University personnel, who can be contacted to distribute IEEE Student membership forms.

The Chair expressed extreme disappointment that Australia Council did not forward any student papers for the 2002 Region 10 Student paper Contest

#### 8.6 Awards and Recognition

Jim Vasseleu reported there were seven members eligible for a 10 year service award

#### 8.7 Life Members Activities

There have been 9 new life members added since the inaugural meeting of Life Members. These new life members and their partners would join the 10 year service award recipients and their partners as guests at the 30 year anniversary function to be held at the Royal Sydney Squadron Club, Kirribilli. Other members would pay a subsidised \$30/head including GST. The function would be a silver service dinner at 6.30pm for a 7.00pm start. The date would be either 16 August or more likely the 20 or 27 September. John Robinson was invited to arrange suitable personalised invitations **Action 22/2002**. A maximum of 60 persons can be accommodated

#### 8.8 Member Communications

Nothing to report

#### 8.9 Nominations

Nothing to report.

#### 8.10 GOLD Affinity Group

Because Filita Barker had to leave early she was invited to present her report earlier in the evening. She advised the Inaugural meeting would be held at the Duxton Hotel in August 2002

The Chair reported the Group was officially formed on 16 April 2002 (**Action 16/2002**)

### 9. Chapter Reports

#### 9.1 Computer Chapter

Technical meeting to be held on 30 May with a distinguished lecturer in attendance.

#### 9.2 Antennas and Propagation/Microwave Theory and Techniques

Tapan Sarkar DLP in the AP Society visited on 22 April at the CSIRO. There were 30 attendees

#### 9.3 Communications/Signal Processing

Phil Ogunbuna said there were 2 DLP lectures planned for September

9.4 Power Engineering

In the absence of Graeme Gwilliam Walter Lachs confirmed the Student Seminar is to be held at UCNSW on 9 May.

9.5 Power Electronics/Industrial Applications/Industrial Electronics

Faz Rahman advised there was a special meeting in Cairns 23 –26 June. There was a possibility that a DLP would be visiting Sydney afterwards and be available to give a lecture

9.6 Circuits and Systems/Solid State Circuits

No report.

9.7 Engineering Management

No report

**10. Conference Reports**

10.1 PICA 2001

John Robinson reported the Student subsidy has still not been paid by the PES to CMS and some GST issues have to be resolved before the final audit report will be available. Peter May at IEAust was increasing pressure to have their seed funds returned before the 30 June

**11. Other Business**

11.1 Region 10 Conference 2004 or 2005

Expressions of interest required within two weeks. No further progress to finding a suitable Chair for the Conference

**12. Next Meeting and Closure**

The next meeting will be held at Montezumas Restaurant, 51 Alexander Street, Crows Nest on Monday 3<sup>rd</sup> June at 7.00pm following on from dinner at 6.00pm

The meeting was closed by the Chair at 9.20 pm

Chair.....Date.....

Secretary.....Date.....

**IEEE New South Wales Section  
Minutes of the 165<sup>th</sup> Executive Committee Meeting, 3 June 2002  
Montezuma's Mexican Restaurant, Crows Nest**

Dinner commenced at 6.00 pm  
The Chair opened the meeting at 7.00 pm.

**1. Attendance and Apologies**

Present: Trevor Bird, Andrew Parfitt, Filita Barker, Jim Vasseleu, Bruce Poon,  
Graeme Gwilliam, Zak Zakarevicius, David Burger, David Tien,  
Karu Esselle, Jim Logothetis, John Robinson  
Apologies: Tim Hesketh, Sam Reisenfeld, Steven Duval, Stefan Mozar

The Chair advised that Tim Hesketh has notified his resignation from the committee due to work commitments.

**2. Minutes of the Previous Meeting**

The minutes of the previous meeting were accepted as a true record (moved, Jim Vasseleu, seconded Walter Lachs, carried.)

**3. Agenda and Actions**

The agenda was approved.

Action 52/2001: Tim Hesketh to send list of student branch chairs to Bruce Poon. This action was closed.

Action 57/2001: Ron Ekers will give the Harricks Lecture. Action complete.

Action 1/2002: Andrew Parfitt advised that Mr Yuehe Ge of Macquarie University has been awarded the Max Symons Memorial Prize. Mr Ge will be invited to receive his prize at the 30<sup>th</sup> Anniversary dinner, and will be advised by letter. Action complete.

Action 2/2002: Link to IEAust. web site not yet established. Continuing.

Action 3/2002: David Tien reported that the student member drive has been completed with positive result. Action complete.

Action 4/2002: Request for topics for 2003 Joint Program meetings still current. Continuing.

Action 6/2002: Arrangements have been made for the dinner to be held on 27 September at the Royal Sydney Yacht Squadron. Action complete.

Action 8/2002: Signatures for formation of EMS Chapter still not received. It was again decided to close this action due to no response.

Action 9/2002: Secretary still to follow up about deducting student memberships from Rebate. Continuing.

Action 10/2002: There has been little response from Singapore Section or David Pollum on the details. If no response received by early next week the attendance of a NSW Representative will be cancelled. Continuing.

Action 11/2002: Still resolving how IEAust. and IEE can help. Graeme Gwilliam advised that he has identified some material available on CD in the UK and will attempt to obtain a copy. Continuing.

Action 12/2002: Chair is following up with IEAust regarding student counselors. Continuing.

Action 13/2002: Karu Esselle to advise on improved publicity for University seminars through IEEE. Continuing.

Action 15/2002: Chair is looking for items to be published in July Circuit. A draft was circulated for discussion. Action complete.

Action 16/2002: Petition for formation of GOLD Affinity Group was sent to IEEE. The group has now been formed. Action complete.

Action 18/2002: Debenture account to be set up. Continuing.

Action 19/2002: Notification of intention to close Hunter Subsection unless rejuvenated will be in Circuit. IEEE notified of attempt at rejuvenation and have agreed to defer closure. Continuing.

Action 20/2002: Notice of student subscription to be included in Circuit. Quota has been exceeded so offer will not be publicized, but will be reported on. Action complete.

Action 21/2002: Committee members to advise David Tien the names of University staff who can be contacted to distribute IEEE student membership forms. Continuing.

Action 22/2002: Invitations to new life members to the 30<sup>th</sup> Anniversary dinner to be sent. Action complete.

#### **4. Correspondence**

- From Region 10 – acknowledgement of request for rejuvenation opportunity for Hunter Subsection.



- Request for REP listing for two Macquarie University degrees – it was moved (Andrew Parfitt, seconded Filita Barker) to endorse and forward on these requests to the Region 10 REP committee.
- Email from Tim Hesketh resigning from NSW Section Committee.
- Cheque for GST component of CDC 2000 received.
- University of Sydney EE Foundation information received.
- Email on Student Congress received.
- Fellow request from Ian Boyd to be followed up by Walter Lachs

The correspondence was received (moved Zak Zakarevicius, seconded David Tien, carried).

## **5. Treasurer's Report**

Accounts for \$1530.07 were presented and approved.

The bank draft from the US for our 2002 rebate appears to have gone astray in the Commonwealth Bank. David Burger is following up.

GST for the CDC 2000 conference will be paid shortly.

It was agreed that future conferences must obtain their own GST numbers and pay their own GST, as the risk of exposure of the Section to financial liability to the ATO was too high.

## **6. CIRCUIT Report**

A draft of the July issue was distributed for comment. Some more abstracts for Joint Program meetings were needed to complete the announcements. Deadline for further input is 11 June. It was agreed to highlight the professional engineers week program in the announcements.

## **7. Chairman's Forum**

The Chair outlined the Victoria Section and South Australia Section proposed amendments to the Tripartite Agreement. It was agreed that the document should reflect reality in regard to the issues covered. However, it was not agreed that the primacy of the IEAust should be discounted in the agreement. The following was moved:

The IEEE NSW Section would like to preamble any correspondence on the matter with the statement that maintaining the present good working relationship with IEAust and IEE in NSW is of primary concern to us. Moreover, although the NSW Section will accept most of the proposed changes, it wishes to retain a statement in the tripartite agreement acknowledging the role of the IEAust as the primary professional engineering body in Australia. (moved Andrew Parfitt, seconded Jim Vasseleu, carried.)

## 8. Standing Committee Reports

### 8.1 Fellow Search

Walter Lachs advised that one Fellow nomination is being processed at present.

### 8.2 Membership Development

Bruce Poon presented the current membership statistics, with active member numbers around 2000. Non-financial members have now been removed from active membership.

### 8.3 Professional Activities

Professional Engineering Week is now employing a consultant for publicity. Ron Ekers has been confirmed as the presenter of the Harricks Lecture (Sun 14 July, 4pm at the Powerhouse Museum).

The 2002 Joint Technical Program has been revised slightly with new speakers being substituted. Jim Logothetis to email the changes to the Chair for inclusion in Circuit (**Action 23/2002**)

### 8.4 Educational Activities

Karu Esselle reported that six videos on IT careers have been received from IEEE.

### 8.5 Student Activities

David Tien reported that the student recruitment drive had been very successful.

Approximate numbers of new applications are

UNSW – 46

UTS – 42

Syd Uni – 35

CSU – 22

Macquarie – 20

Other – 25

It was agreed that this would be announced in Circuit, but further applications could not be accepted.

It was agreed that a list of applications be kept so that students could be reminded to renew by email next year.

It was hoped that a 15 month period could be negotiated with IEEE. It was further agreed that we fully fund the applications received, totaling approximately 200. (moved Walter Lachs, seconded Bruce Poon, carried.)

David Tien briefly described a scholarship proposal and will investigate further with relevant Universities.

Trevor Bird advised that the North Sydney TAFE will offer two IT prizes from IEEE this year, and that he will present the prizes at the appropriate function. Cheques for 2 x \$200 will be required.

#### 8.6 Awards

Jim Vasseleu advised that there was nothing to report.

#### 8.7 Life Members

Jim Vasseleu advised that nine new life members have been invited to the 30<sup>th</sup> Anniversary Dinner.

#### 8.8 Member Communications

No report.

#### 8.9 Nominations

Jim Vasseleu tabled the following list of nominations for the 2003 NSW Section Executive Committee: Filita Barker, Trevor Bird, David Burger, Kate Carruthers, Steven Duval, Karu Esselle, Graeme Gwilliam, Walter Lachs, Stefan Mozar, Jim Logothetis, Philip Ogunbona, Andrew Parfitt, Bruce Poon, Sam Reisenfeld, Faz Rahman, John Robinson, David Tien, Jim Vasseleu, Zak Zakarevicius.

#### 8.10 GOLD Affinity Group

The launch of the GOLD Affinity Group will be on 15 August at the Duxton Hotel in North Sydney. 50 – 100 people are expected, and the NSW Section Committee is also to attend. The cost to individuals will be \$20 (with up to \$30 per head subsidised from Section funds). Credit card payments may be made through the APC.

### **9. Chapter Reports**

#### 9.1 Computer Chapter

No report.

#### 9.2 Antennas and Propagation/Microwave Theory and Techniques

Nothing to report.

### 9.3 Communications/Signal Processing

No report.

### 9.4 Power Engineering

UTS student seminar was not well supported.

NSW Power Engineering chapter was not successful in Outstanding Chapter Award.

### 9.5 Power Electronics/Industrial Applications/Industrial Electronics

No report.

### 9.6 Circuits and Systems/Solid State Circuits

Steven Duval reported via email that a distinguished lecturer in RF CMOS will present a seminar in July. This to be announced in Circuit.

### 9.7 Engineering Management

No report.

## **10. Conference Reports**

### 10.1 PICA

IEAust and IEE need to be repaid seed money.

\$25k PES subsidy for students was promised but has not yet been received.

Approximately \$6k in GST to be paid on sponsorship money.

Accounts should be cleared by 30 June.

## **11. Other Business**

### 11.1 Subsidy of IEEE Functions

David Tien proposed that the AGM, Committee meeting and other special event costs be covered in full for committee members (moved David Tien, seconded Walter Lachs, LEFT ON TABLE FOR NEXT MEETING). Committee members to consider this issue.

### 11.2 Privacy of Information

Graeme Gwilliam asked if there is an issue with use and sharing of mailing lists. The Chair agreed to follow up with legal counsel. (**Action 24/2002**)

## **12. Closure**

The meeting concluded at 9.10pm

The next meeting will be held at North Sydney Institute of TAFE at 7pm on Monday 1<sup>st</sup> July.

**IEEE New South Wales Section  
Minutes of the 166<sup>th</sup> Executive Committee Meeting, 1 July 2002  
Northern Sydney Institute of TAFE**

The Chair opened the meeting at 7.15 pm.

**1. Attendance and Apologies**

Present: John Robinson, Jim Logothetis, Andrew Parfitt, Trevor Bird,  
Jim Vasseleu, David Burger, Walter Lachs, Sam Reisenfeld,  
Filita Barker

Apologies: David Tien, Graeme Gwilliam, Bruce Poon, Zak Zakarevicius,  
Karu Esselle

**2. Minutes of the Previous Meeting**

Max Simons' correct spelling was noted.

The minutes of the previous meeting were accepted as a true record (moved, Walter Lachs, seconded Jim Vasseleu, carried.)

**3. Agenda and Actions**

The agenda was approved, with the deletion of the Chair's Forum.

Action 2/2002: Link to IEAust. web site now established. Action complete.

Action 4/2002: Two computer topics still required for 2003 Joint Program. Continuing.

Action 10/2002: Arrangements now in place for NSW representative to Sections Congress. Action Complete.

Action 11/2002: The Chair indicated that he was still trying to contact the IEAust NSW Branch Educational Activities Officer regarding collaboration on CD. Continuing.

Action 12/2002: Chair is following up with IEAust regarding student counselors. Continuing.

Action 13/2002: Karu Esselle to advise on improved publicity for University seminars through IEEE. Continuing.

Action 15/2002: Chair is looking for items to be published in July Circuit. A draft was circulated for discussion. Action complete.

Action 18/2002: Debenture account to be set up. Continuing.

Action 19/2002: Announcement was made in Circuit regarding potential closure of Hunter Subsection. One response received from Daryl Peacock to coordinate if enough interest received. Continuing.

Action 21/2002: Committee members to advise David Tien the names of University staff who can be contacted to distribute IEEE student membership forms. Continuing.

Action 23/2002: Jim Logothetis revised the list. Action Complete.

Action 24/2002: Privacy matters still to be discussed between Chair and legal counsel. Continuing.

#### **4. Correspondence**

- Cheque received from CDC2000 for their outstanding GST debt, and forwarded to ATO.
- Letter from IEEE regarding activity in CAS/SSC Chapter – advised that we are rejuvenating under leadership of Steve Duval.
- Resource guide from EAB.
- Membership statistics for 31 May 2002.
- Letter from Daryl Peacock offering support for Hunter Subsection.
- Letter from Harry MacDonald regarding further modifications to the Tripartite Agreement.
- Correspondence on Student Congress.
- Advice of Power Conference in Singapore.
- Email from John Bennett advising proposed fellow candidate does not wish to proceed with nomination.

The correspondence was received (moved John Robinson, seconded Jim Vasseleu, carried).

#### **5. Treasurer's Report**

The Treasurer distributed a summary of year-to-date transactions.

Rebate for 2002 amounting to \$20,420.39 has now been banked.

Invoice received from auditor for \$594.

Accounts for payment: \$133.57 to Bruce Poon, \$464.62 to APC for Circuit, S\$135 to Singapore Section for Student Congress, \$1100.00 to IEAust for PEP (replacing cheque not received).

The need for a standard as well as a tax invoice proforma was noted in cases where donations were made.

Account balances are: \$138,168.89 in investments, \$44,522.75 in cheque account.

Approximately \$35,000 anticipated from PICA.

The Treasurer's report was accepted (moved Filita Barker, seconded John Robinson, carried)

## **6. CIRCUIT Report**

The July issue of Circuit is being distributed: there are 3 tear-off slips to be returned (GOLD launch, Committee nominations and 30<sup>th</sup> Anniversary Dinner). Circuit is also available on the Web. The final hard copy of Circuit to be generally distributed will be in November – another tear-off slip required to request a hard copy in 2003.

It was noted that Circuit is now at volume 31 (having been issued since 1972).

The Chair made a request for any Section memorabilia (eg. old Circuit issues, reminiscences etc.) to be provided to him for display at the 30<sup>th</sup> Anniversary dinner (**Action 25/2002 – All Committee**)

## **7. Discussion on Tripartite Agreement/IEAust**

The Chair reported on the advice given to the IEEE Australia Council on the proposed modifications to the Tripartite Agreement and the subsequent response. A teleconference to discuss further is being organized. John Robinson reported on the Canberra meeting with the IEAust where he presented the NSW Section view. A final decision is needed by November. It was generally agreed that the NSW Section view was the most appropriate.

It was noted that the CPEng postnominal was being segregated from professional institution membership (ie. the NPER was being downgraded). This has implications for relationships between the IEE, IEAust and IEEE.

It was noted that the ITEE College of IEAust was becoming financially unviable due to declining membership.

## **8. Standing Committee Reports**

### **8.1 Fellow Search**

There are now no current Fellow nominations.

### **8.2 Membership Development**

There was no report.



### 8.3 Professional Activities

Professional Engineering Week is now ready – 13 to 21 July – see web site <http://www.sydney.ieaust.org.au/news+events>

Harricks lecture is at 4pm on Sunday 14 July at the Powerhouse Museum.

Tours include RTA crash test site and control center, power stations, ABC site, Railway Tunnel walk, Wonderland and Sydney Heritage walk.

2002 Joint Program has been finalized. 2003 Joint Program being worked on but 2 computer topics still needed.

### 8.4 Educational Activities

There was no report.

### 8.5 Student Activities

Andrew Parfitt reported that 225 student applications were actually received, and he proposed to try to fund these from 15 August to enable 15 months membership per student. Section rebate, or direct payment would be needed around the time of the next meeting.

### 8.6 Awards

Invitations to the 30<sup>th</sup> Anniversary dinner have been sent to those receiving awards. Some cheques have already been received. New life members' invitations will be posted out. Jim Vasseleu is making up the award plaques which the Chair will need to sign.

### 8.7 Life Members

Jim Vasseleu pointed out that in fact life members can be advanced in membership after becoming life members.

### 8.8 Member Communications

No report.

### 8.9 Nominations

Two additional nominations have been received. A process is required for election if more than one person contests an elected position (eg. a Chapter Chair).

## 8.10 GOLD Affinity Group

The Duxton Hotel in North Sydney has been booked for the launch. A web page has been established and a dedicated email address created. Filita Barker becomes an ex-officio member of the Region 10 GOLD Committee. NSW Section Committee members were invited to the launch/dinner.

## 9. Chapter Reports

### 9.1 Computer Chapter

No report.

### 9.2 Antennas and Propagation/Microwave Theory and Techniques

Nothing to report.

### 9.3 Communications/Signal Processing

No report.

### 9.4 Power Engineering

Nothing to report.

### 9.5 Power Electronics/Industrial Applications/Industrial Electronics

No report.

### 9.6 Circuits and Systems/Solid State Circuits

Andrew Parfitt reported that the RF CMOS Course will run in conjunction with the Australian Microelectronics Network.

### 9.7 Engineering Management

No report. To be discontinued until established.

## 10. Conference Reports

### 10.1 PICA

Finances being finalized.

## **11. Other Business**

### 11.1 Subsidy of IEEE Functions

Discussion was continued on subsidizing IEEE functions for committee members. Trevor Bird suggested a compromise: only the AGM dinner to be subsidized fully. This was agreed to (moved Jim Vasseleu, seconded David Burger, carried).

### 11.2 Local Conferences

The matter of locally run IEEE, but not NSW Section sponsored, conferences was raised, in particular with regard to potential liability. It was noted that it was very difficult to establish a coordinated activity or even appropriate notification. It was recommended that the Australia Council consider this matter at its meeting during the Sections Congress in November.

## **12. Closure**

The meeting concluded at 8.58pm

The next meeting will be held at North Sydney Institute of TAFE at 7pm on Monday 5<sup>th</sup> August.

**IEEE New South Wales Section  
Minutes of the 167<sup>th</sup> Executive Committee Meeting, 5 August 2002  
Northern Sydney Institute of TAFE**

The Chair opened the meeting at 7.05 pm.

**1. Attendance and Apologies**

Present: Jim Vasseleu, Andrew Parfitt, David Burger, Jim Logothetis, Karu Esselle, David Tien, Filita Barker, Steven Duval, Graeme Gwilliam, Zak Zakarevicius, Bruce Poon, Walter Lachs, Philip Ogunbona

Apologies: John Robinson, Faz Rahman

**2. Minutes of the Previous Meeting**

The minutes of the previous meeting were accepted as a true record (moved, Filita Barker, seconded Jim Logothetis, carried.)

**3. Agenda and Actions**

The agenda was approved.

Action 4/2002: Two computer topics still required for 2003 Joint Program. The secretary to ask Stephanie Boyd. Continuing.

Action 11/2002: Amal Hannah (IEAust) contacted – draft provided of CD proposal. Possible invitation to attend next IEAust meeting. Continuing.

Action 12/2002: Chair is following up with IEAust regarding student counselors. Continuing.

Action 13/2002: Karu Esselle has written to Departments concerning advertising of their seminars by IEEE. IT at Sydney Uni has replied. Need to establish links to our web site – Karu to contact Jon Agnew. Continuing.

Action 18/2002: Debenture account to be set up. Continuing.

Action 19/2002: In the absence of any volunteers the Chair will advise IEEE to close the Hunter Subsection. Continuing.

Action 21/2002: Need to obtain names of Uni staff to distribute newsletter request for IEEE contacts in Departments. Continuing.

Action 24/2002: Privacy matters still to be discussed between Chair and legal counsel. Continuing.

Action 25/2002: Historical material still not received by Chair. Trevor Bird will contact John Robinson who apparently has some material from Jim Vasseleu. Continuing.

#### **4. Correspondence**

- Email from John Robinson concerning PICA finances and non receipt of IEEE PES student subsidy.
- Email from SA Section concerning the formation of a joint SA/ACT Information Theory Chapter. Communication Theory Workshop to be main event.
- Correspondence on Region 10 Student Congress received.
- Notification received from ATO: \$828 debt due to late BAS (caused by delays with CDC2000 payment of GST owing). Expense and handling charge to be passed on to CDC organizers.
- Received from IEEE finance group proposal for a web based accounting system – US\$300 annual rebate.
- Australia Council teleconference minutes – Victoria Section still in disagreement over Tripartite Agreement clauses. Note also that Federal Government permits several bodies to grant accreditation in professional roles. Student paper prizes not yet decided. Sections asked to consider next Australia Council chair-elect – WA and NSW excluded.

The correspondence was received (moved David Burger, seconded Walter Lachs, carried).

#### **5. Treasurer's Report**

BAS was due in July but is only now being prepared.

Expenses to the total of \$2060.80 presented for approval.

Accounting expenses and penalty to be recovered from CDC 2000.

US\$3178 to be paid for Student memberships – the Treasurer will arrange payment on his credit card and obtain reimbursement from the Section (**Action 26/2002 – David Burger**)

No change to investment accounts.

The Treasurer's report was accepted (moved Walter Lachs, seconded Karu Esselle, carried)

#### **6. CIRCUIT Report**

In the absence of the Chair overseas for the last half of August and the first half of September, it is intended to gather material for the next issue of CIRCUIT in mid-September.

Two advertisements are expected (one folded insert and one half-page text) for \$250 each.

## **7. Chairs Forum**

David Pollum, NSW Section delegate at the Region 10 Student Congress, presented his report on the Congress. A copy of his presentation is available at the UoW web site <http://ieee.uow.edu.au> . The next Congress is to be held in two years time. David agreed to write a short article for CIRCUIT.

## **8. Standing Committee Reports**

### 8.1 Fellow Search

Walter Lachs advised that there was nothing to report. Members were requested to contact Walter or the Chair of any potential Fellow nominees.

### 8.2 Membership Development

Membership statistics were distributed. It was noted that there was a correlation between active members in Universities and corresponding student memberships.

### 8.3 Professional Activities

Jim Logothetis reported that Engineering Week was very successful, particularly the visits and the Harricks lecture which had an attendance of around 100. The IEEE logo was well apparent at that event. 300 people were present for a trivia evening which raised \$2000 for Engineers Aid Abroad. The PEP committee has not met since Engineering Week.

2003 Joint Program being worked on but 2 computer topics still needed. It was noted that the publicity for the 2003 Joint Program would be via the web.

### 8.4 Educational Activities

Karu Esselle advised there was nothing to report. The Chair noted that Stephanie Boyd (nominee for the 2003 Committee) has offered to assist with the CD ROM project.

### 8.5 Student Activities

Applications are still arriving (late) for the Student Membership drive, and are being turned away. David Tien requested that some means of tracking student membership data be devised. Student Branch office bearers still being determined – University of Wollongong known, but others not.

## 8.6 Awards

The seven 30<sup>th</sup> Anniversary awardees have accepted invitations to the Anniversary Dinner.

## 8.7 Life Members

Two of the four new Life Members have accepted invitations to the Anniversary Dinner.

## 8.8 Member Communications

No report. Again.

## 8.9 Nominations

Nothing further to report.

## 8.10 GOLD Affinity Group

Only a few people have indicated that they will attend the GOLD launch – 30 or more are needed to make the function a success. It was agreed that the Secretary contact the Secretariat to determine the number of people who have advised attendance and then contact Filita Barker to work out a suitable strategy. (**Action 27/2002 – Andrew Parfitt**)

# 9. Chapter Reports

## 9.1 Computer Chapter

No report. Again.

## 9.2 Antennas and Propagation/Microwave Theory and Techniques

Karu Esselle advised that there was nothing to report.

## 9.3 Communications/Signal Processing

Philip Ogunbona advised that he is expecting a Distinguished Lecturer on 10 or 11 September in the area of wireless multimedia. No fee is proposed, and UTS the suggested venue. There would be two talks, one general and one specific. Advertising would need to be done by email.

## 9.4 Power Engineering

Graeme Gwilliam advised that he has received a proposal to host ICEMS in 2005. This has not yet been evaluated. Details will be discussed at the Region 10 PES Chapter

Chairs meeting in Yokohama in October. Funding is being proposed from Region 10, but a budget has yet to be submitted.

#### 9.5 Power Electronics/Industrial Applications/Industrial Electronics

Faz Rahman indicated by email that he is planning a second event for 2002. The possibility of hosting ICPEMA in 2005 is being discussed.

#### 9.6 Circuits and Systems/Solid State Circuits

Steven Duval advised that he has formed a committee of five which is expected to meet shortly. The RF CMOS course in July with the Australian Microelectronics Network was attended by about 40 people.

### **10. Conference Reports**

#### 10.1 PICA

The account with IEEE Conference Management has been settled.

PES funding for student subsidies is in dispute. The expected amount of US\$25k has not been forthcoming and is still being discussed. Emails confirming the arrangement are available and John Robinson is following up.

### **11. Other Business**

#### 11.1 Sections Congress

Trevor Bird advised that there is a proposed increase to the Regional Assessment of US\$10. This will be contested at the Sections Congress, particularly by other Region 10 Sections.

### **12. Closure**

The meeting concluded at 9.05pm

The next meeting will be held at North Sydney Institute of TAFE at 7pm on Monday 9<sup>th</sup> September. The Vice-Chair or Secretary will chair the meeting.



## **IEEE New South Wales Section**

### **Minutes of the 168<sup>th</sup> Executive Committee Meeting, 9 September 2002**

North Sydney Institute of TAFE, Gore Hill Campus, Room CG15

The Chair (Andrew Parfitt deputising for Trevor Bird) opened the meeting at 7.15 pm.

#### **1. Attendance and Apologies**

Present: Filita Barker, David Burger, Karu Esselle, Walter Lachs, Jim Logothetis, Philip Ogunbona, Andrew Parfitt, Bruce Poon, Faz Rahman, John Robinson, Jim Vasseleu

Apologies: Trevor Bird, Steven Duval, Graeme Gwilliam, Sam Reisenfeld, David Tien, Ramutis Zakarevicius

#### **2. Approval of Agenda**

The agenda was approved.

#### **3. Minutes of the Previous Meeting and Matters Arising**

The minutes of the previous meeting were accepted as a true record (moved Jim Vasseleu, seconded Faz Rahman, carried).

#### **Actions**

**Action 4/2002** A total of four topics from Communications and MTT Societies have been received and accepted by the Joint Committee. A search for a speaker on IT Security is continuing. David Burger said he might have someone and would take appropriate action.

**Action 11/2002** Completed.

**Action 12/2002** Chair is following up with IEAust regarding student counselors. Continuing.

**Action 13/2002** A need for the establishment of additional links to our web site has been identified – Karu to contact Jon Agnew. Continuing.

**Action 18/2002** Debenture account will be postponed until the 2003 Treasurer has been appointed. Continuing.

**Action 19/2002** The procedure to close the Hunter Subsection has been finalised. Closed.

**Action 21/2002** Need to obtain names of Uni staff to distribute newsletter request for IEEE contacts in Departments. No further names provided. Closed.

**Action 24/2002** Privacy matters still to be discussed between Chair and legal counsel. Continuing.

**Action 25/2002** Historical material now received by Chair. Closed

**Action 26/2002** Treasurer will be reimbursed for his credit card payment for the student membership subsidy (USD3,178). Closed.

**Action 27/2002** GOLD Affinity Group launch has been deferred to Thursday 31 October and will be held at the Duxton Hotel.

#### **4. Correspondence**

- email from Karu Esselle (9 Sept) reporting on joint meeting with IEAust on CD ROM development
- email from Faz Rahman (9 Sept) apologizing for meeting and sending PE/IE/IA Chapter report
- email from Graeme Gwilliam (9 Sept) apologizing for meeting and sending PES report
- email from Robert Bitmead (7 Sept) requesting copies of audit reports for CDC 2000
- email from Harry McDonald (28 Aug) providing details of 2003 Australia Council Student Paper competition
- email from David Burger (5 Sept) raising questions concerning accounts close off and PICA accounts
- email from Harry McDonald (7 Aug) announcing winners of 2002 Australia Council Student Paper competition
- email from Steven Duval (6 Sept) apologizing for meeting and sending CAS/SSC Chapter report
- letter from IEAust (31 July) thanking IEEE NSW Section for contribution to Engineering Week
- letter from ATO with BAS details

Moved Filita Barker seconded Walter Lachs that correspondence be accepted

#### **5. Treasurer's Report**

June BAS currently being prepared by the auditors.

Treasurer to send audit report covering the CDC 2000 Conference to Bob Bitmead

##### **Action 28/2002**

Item 6 of the correspondence was discussed. In order to resolve all issues it was agreed the Treasurer should arrange a meeting with the Auditor, Tony Lees, before the next meeting. John Robinson must be in attendance to represent the Pica 2001 Committee. A report must be presented to the next meeting. **Action 29/2002**

No financial statements were presented. Accounts (\$512.55) were approved for payment

Approval was given to proceed with Banklink whereby the accountant can directly access the Section's bank statements (read only) over the Internet. Cost to establish \$50 with variable on going fees.

The Treasurer's report was received (moved Phil Ogunbona seconded Walter Lachs, carried unanimously).

## **6. Circuit**

Work on the November issue is continuing. Deadline for submission of material has been set at 19 October. (AP noted that he thought the deadline was 19 September for an earlier edition).

## **7. Chair's Forum**

None

## **8. Standing Committee Reports**

### 8.1 Fellow Search

Walter Lachs had nothing to report.

### 8.2 Membership Development

Bruce Poon tabled latest membership statistics  
Jim Logothetis reported that Peter Somlo (a Life Fellow) had passed away after a year fighting cancer. Bruce Poon was asked to notify Head Office.

### 8.3 Professional Activities

Jim Logothetis reported the next Joint Meeting was planned for the 12 September and the speaker Dr Graeme James was an IEEE member. Trevor Bird would normally chair the meeting but in his absence Andrew Parfitt would take on the duty.

### 8.4 Educational Activities

Karu demonstrated the CD made by the UNSW promoting the Electrical Engineering profession. This is an issue being considered by the Joint Meetings Committee. It was decided that the ad-hoc committee looking at the IEEE CD should consider this as input, but that it would probably not be sufficient for our needs.

### 8.5 Student Activities

David Tien absent. Nothing to report.

## 8.6 Awards and Recognition

Jim Vasseleu reported the awards to be presented at the 30 year Dinner had been produced.

## 8.7 Life Members Activities

The dinner to be held on 27 September has attracted over 50 persons. A maximum of 60 persons can be accommodated. Several Life Members had undertaken to attend.

## 8.8 Member Communications

Kate Carruthers absent. Nothing to report

## 8.9 Nominations

The nominations for the 2002 Committee are currently open.

## 8.10 GOLD Affinity Group

As earlier reported, the inaugural meeting had to be postponed until 31 October.

# **9. Chapter Reports**

## 9.1 Computer Chapter

Kate Carruthers absent. It was noted Stephanie Boyd was interested in the Computer Chapter Chair.

## 9.2 Antennas and Propagation/Microwave Theory and Techniques

Two Joint lectures were planned for October. Michael Okoniewski visiting lecturer on mobile antennas at CSIRO.

## 9.3 Communications/Signal Processing

Philip Ogunbuna advised that DL Honzo would be holding two free seminars at the UTS.

## 9.4 Power Engineering

The Secretary tabled a report from Graeme Gwilliam. It was resolved GG would be funded by the NSW Section for incidental expenses to attend the Chapters Congress in Yokohama in October.

Andrew Parfitt to invite Assoc Prof Zhu to the next meeting to discuss his proposed conference on electrical machines (**Action 30/2002**).

#### 9.5 Power Electronics/Industrial Applications/Industrial Electronics

Faz Rahman had nothing to report.

#### 9.6 Circuits and Systems/Solid State Circuits

A meeting is planned at the Cisco office (formerly Radiata) North Ryde on 30 October.

### **10. Conference Reports**

#### 10.1 PICA 2001

John Robinson reported the Student subsidy issue was still unresolved. The matter had been forwarded to John Ester, PE President for a decision. Trevor Blackburn had forwarded detailed documentation to the Auditor. Trevor Bird to write to PES expressing concern on behalf of NSW Section that local IEEE, IEAust and IEE are affected by the PES inability to resolve the issue of student subsidy (**Action 31/2002**).

### **11. Other Business**

#### 11.1 Annual General Meeting

Phil Ogunbona asked for approval to hold the Comms Chapter AGM outside the Section AGM since he wanted to organize a technical meeting in conjunction with the Comms Chapter AGM. Permission was granted.

### **12. Next Meeting and Closure**

The next meeting will be delayed one week due to the Labour Day public holiday on the 7<sup>th</sup> October. It will be held at North Sydney Institute of TAFE, Gore Hill Campus Room CG15 on Monday 14<sup>th</sup> October at 7.00pm

The meeting was closed by the Chair at 8:42 pm

Chair.....Date.....

Secretary.....Date.....

**IEEE New South Wales Section**  
**Minutes of the 169<sup>th</sup> Executive Committee Meeting, 14 October 2002**  
North Sydney Institute of TAFE, Gore Hill Campus, Room CG15

The chair opened the meeting at 7.05 pm

**1. Attendance and Apologies**

Present: Andrew Parfitt, David Burger, Filita Barker, Jim Logothetis,  
Zak Zakarevicius, Jim Vasseleu, Bruce Poon, Trevor Bird, John Robinson,  
Sam Reisenfeld, Walter Lachs

Apologies: Karu Esselle, Steven Duval, David Tien, Graeme Gwilliam Faz Rahman

**2. Approval of Agenda**

The agenda was approved.

**3. Minutes of the Previous Meeting and Matters Arising**

The minutes of the previous meeting were accepted as a true record with 4 minor amendments (moved Jim Vasseleu, seconded Jim Logothetis, carried).

**Actions**

**Action 4/2002** All 2003 Joint Program meeting slots are now filled, with a student member presentation on computer security held in reserve in case of last minute vacancy. Action complete.

**Action 12/2002** Chair is following up with IEAust regarding student counselors. Continuing.

**Action 13/2002** Karu has sent the links to Jon Agnew. Action complete.

**Action 18/2002** Debenture account will be established in 2003. Action closed.

**Action 24/2002** Privacy matters to be discussed by Chair and legal counsel. Action continuing.

**Action 27/2002** Reported later. Date now 1 November. Action complete.

**Action 28/2002** Two reports were faxed to Bob Bitmead. Action complete.

**Action 29/2002** John Robinson and David Burger met with the auditor. Only outstanding issue is now the matter of the student subsidy to be resolved with IEEE PES. Action complete.

**Action 30/2002** Andrew Parfitt did not invite Assoc. Prof Zhu to the meeting. Action continuing.

**Action 31/2002** Chair's letter drafted ready to send to PES. Awaiting report from Graeme Gwilliam after the PES meeting in Yokohama. Action continuing.

#### **4. Correspondence**

- Sections' Congress matters – ACT and SA Section submissions.
- PICA student subsidy correspondence.
- Australia Council teleconference minutes.
- Electrical Engineering Foundation, University of Sydney invitation.
- Letter regarding death of Peter Somolo from Barry Inglis.

The correspondence was accepted (moved David Burger, seconded Jim Vasseleu, carried).

#### **5. Treasurer's Report**

\$468.60 expenses approved.

Cost of anniversary dinner was \$2377.50 (less \$570 member contributions), approximately \$60 per head.

Max Simons monetary prize of \$200 was awarded.

Andrew Parfitt claimed approximately \$120 as the cost of Graeme James' post-lecture dinner.

Approximately \$200 was returned to the Section from the last GST claim. The next BAS is currently due.

The Treasurer reported that the PICA account needs to be closed before last year's Section accounts can be finalized from an auditing point of view.

The Treasurer's report was received (moved Bruce Poon, seconded Jim Vasseleu, carried).

#### **6. CIRCUIT Report**

Trevor Bird distributed a draft of the November issue. AGM date and arrangements were noted. Electronic distribution was discussed, and the procedure for continuing to receive a paper copy resolved:

- Return of paper slip, or
- No valid email address on IEEE records

## 7. Chair's Forum

Issues for Sections' Congress 2002 were discussed. These included

- The ACT Section submission on fee increases.
- SA Section concerns about US signatories on accounts.
- SA Section desire to change officer terms to 3 years.
- Fiscal responsibility of IEEE HQ, in addition to fee increases.
- Singapore office purpose and costs.
- Useful regional office functions.
- Student fee increases – especially in regard to national society fee membership.
- Small rebate to Sections with respect to the overall member fee.
- Concern about possible IEEE HQ draw on Section funds.

A feed back session will form the Chair's Forum for the November meeting.

## 8. Standing Committee Reports

### 8.1 Fellow Search

Walter Lachs noted that there was no news on the outcome of Fellow nominations, but that announcements were expected late October.

### 8.2 Membership Development

Bruce Poon reported that there was an overall slight increase in Section membership. He will distribute the monthly report shortly.

Bruce will provide a list of those members who do not have valid email addresses for continued receipt of printed copies of CIRCUIT (**Action 32/2002**).

### 8.3 Professional Activities

Jim Logothetis reported on the PEP meeting of 26 September. A review of the 2002 Engineering Week was conducted and 2003 planning commenced. Sponsorship of the Voice of Youth public speaking competition was being sought on behalf of Rostrum.

All 2003 Joint Technical Program meetings were now finalized. IEEE has a record number of hosted meetings.

Trevor Bird attended the IEAust Engineering Excellence Awards on behalf of IEEE.

### 8.4 Educational Activities

Karu Esselle reported by email that web links had been provided to the webmaster for University Seminars. There was no report on the CD ROM status.



## 8.5 Student Activities

David Tien reported on the status of student branch formations – he requested names of Macquarie University members from Karu Esselle (**Action 33/2002**)

An undergraduate student R&D program has been started at Charles Sturt University one student paper has been accepted for an IT conference in December. David is raising funds to permit the student to attend.

He reported that applications for the free student membership are still being received well after the deadline.

Andrew Parfitt noted the announcement of the 2002 Australia Council Student Paper Contests, and undertook to ensure that the competitions (and the 2002 Max Simons prize) were advertised. (**Action 34/2002**)

## 8.6 Awards and Recognition

The 30 year anniversary dinner went well.

It was noted that as well as Region 10 volunteer awards it has been recommended that there should also be Section volunteer awards. This needs to be investigated for 2003.

## 8.7 Life Member Activities

Zak Zakarevicius was congratulated for achieving life member status.

## 8.8 Member Communications

Disappointment was expressed that there had been no activity in this portfolio this year. No report was received.

## 8.9 Nominations

It was agreed that the Secretary contact Kate Carruthers and Stefan Mozar to establish if they were nominating for the 2003 committee, since they do not qualify for automatic Section nomination. (**Action 35/2002**)

Election of Section officers should take place at the November Executive Committee meeting.

## 8.10 GOLD Affinity Group

The inaugural dinner has been moved to Friday 1 November.

Invitations have not yet been issued – students and GOLD members would be targeted by email. 30 people are needed as a minimum.

The Secretary undertook to distribute the email after drafting by Filita Barker (**Action 36/2002**)

## **9. Chapter Reports**

### 9.1 Computer

There was no report.

### 9.2 Antennas and Propagation/Microwave Theory and Techniques

Karu Esselle reported by email that the next meeting was scheduled for 24 November as part of the Joint Technical Program. Zak Zakarevicius will chair the meeting.

### 9.3 Communications/Signal Processing

There was no report.

### 9.4 Power Engineering

Graeme Gwilliam is currently in Yokohama at the PES meeting.

### 9.5 Power Electronics/Industrial Applications/Industrial Electronics

There was no report.

(Secretary's note: Faz Rahman had emailed a brief report late in the afternoon.)

### 9.6 Circuits and Systems/Solid State Circuits

Steven Duval reported by email that there was to be a meeting on 30 October at which Neil Weste (Cisco Systems) will talk on "RF, CMOS and friends – a potpourri of experiences with an IEEE 802.11a chip set".

## **10. Conferences**

### 10.1 PICA 2000

John Robinson reported on a 3 way teleconference with PES Executive Director and Jim Logothetis, in preparation for meetings in Yokohama. A decision was expected to be made at Yokohama and advised 2 weeks later. Opinion was that the PICA committee has a solid case for reimbursement of the student subsidy.

## **11. Other Business**

There was no other business.

## **12. Closure**

The meeting closed at 8.55pm.

The next meeting will be held on Monday 4 November at the Northern Sydney Institute of TAFE, commencing at 7pm.

IEEE New South Wales Section  
Minutes of the 170<sup>th</sup> Executive Committee Meeting, 4<sup>th</sup> November 2002  
North Sydney Institute of TAFE, Gore Hill Campus, Room CG15

The chair opened the meeting at 7.05pm

## **1. Attendance and Apologies**

Present: Trevor Bird, Andrew Parfitt, Jim Vasseleu, Jim Logothetis,  
John Robinson, David Burger, Filita Barker, Sam Reisenfeld,  
David Tien, Graeme Gwilliam, Walter Lachs

Apologies: Steven Duval, Zak Zakarevicius, Karu Esselle, Bruce Poon

## **2. Approval of Agenda**

The agenda as distributed was approved.

## **3. Minutes of the Previous Meeting and Matters Arising**

The minutes of the previous meeting were accepted with two minor amendments (moved Jim Logothetis, seconded Jim Vasseleu, carried.)

**Action 12/2002** No progress on following up with IEAust. regarding student counselors. (Continuing.)

**Action 24/2002** Privacy matters to be discussed by Chair and legal counsel. (Continuing.)

**Action 30/2002** Assoc. Prof Zhu to visit this meeting at 7.30pm. (Complete.)

**Action 31/2002** Payment from PICA and letter to PES to be discussed tonight. (Continuing.)

**Action 32/2002** List of members without emails provided. (Complete.)

**Action 33/2002** Karu Esselle still to provide list of Macquarie University student members to David Tien. (Continuing.)

**Action 34/2002** Australia Council and Max Simons prizes advertised. (Complete.)

**Action 35/2002** Kate Carruthers and Stefan Mozar not yet contacted. (Continuing.)

**Action 36/2002** GOLD function advert distributed by email. (Complete.)

## **4. Election of 2003 Officers**

Jim Vasseleu took the chair for the election of the 2003 Chairman. The following nominations were received:

Andrew Parfitt, Graeme Gwilliam and David Burger were nominated for Section Chair. Trevor Bird was appointed teller. Andrew Parfitt was elected Chair for 2003.

David Burger was elected Secretary for 2003 unopposed.

David Tien was elected Treasurer for 2003 unopposed.

Graeme Gwilliam was elected Vice-Chair for 2003 unopposed.

The issue of appointing an assistant Secretary/Treasurer was considered but deferred to the February meeting.

## **5. Presentation on ICEMS Conference**

Associate Professor J. Zhu presented a proposal for hosting the ICEMS Conference in Sydney in 2005 or 2007. Bidding would be at the 2003 conference, and it was felt that 2007 provided the best opportunity as 2005 was being sought by Korea. Attendance of about 200 delegates might be expected, with sponsorship from IEEE, IEE, IEAust. and local industry. A committee has been identified but not yet approached. A venue at UTS or the Masonic Centre was considered.

It was recommended that a written bid be made to the IEEE NSW Section providing a financial model and budget. IEEE NSW Section might also be able to support the bid and/or provide seed funding for the conference.

The Secretary will summarise the IEEE position to Dr Zhu. (**Action 37/2002**)

## **6. Correspondence**

- PICA correspondence on student funding tabled.
- Bruce Poon advised that 3 students from UTS interested in participating in the student branch.
- AJP to follow up Macquarie degree recognition (REP listing).

The correspondence was accepted. (Moved Filita Barker, seconded Walter Lachs, carried.)

## **7. Treasurer's Report**

- \$1628.00 received from CDC 2000 via Robert Bitmead in payment of GST and fees. Original tax office invoice required to be supplied.
- Invoices from the APC for CIRCUIT amount to \$1856.61
- Need to invoice SESA, UNSW and ASA03 \$250 each for advertising in CIRCUIT.

No financial summary was provided.

The Treasurer's report was accepted. (Moved Walter Lachs, seconded David Tien, carried.)

## **8. CIRCUIT Report**

Student paper competition closing date has been extended to 30 November.

The CIRCUIT editor was congratulated for the 2002 issues.

## **9. Chair's Forum**

Trevor Bird circulated his report on Sections' Congress 2002 and recommendations arising from the Congress.

The Region 10 meeting had recommended Section level awards for outstanding volunteers. Trevor Bird moved, and Andrew Parfitt seconded, a motion that such an award be made annually by the NSW Section. (Carried.)

It was moved (Jim Vasseleu, seconded Jim Logothetis) that Bruce Poon be awarded the 2002 Outstanding Volunteer Award at the AGM. (Carried.)

## **10. Standing Committee Reports**

### 10.1 Fellow Search

No information yet on nominees.

### 10.2 Membership Development

BP provided by email a report that student membership had risen by 250, indicating that the 2002 free members had been registered.

### 10.3 Professional Activities

The 2003 Joint Technical Program is now complete.

Engineering Week 2003 will be 29 June to 4 July. Possible request for greater IEEE contribution due to IEAust funding cut.

### 10.4 Educational Activities

No report.

### 10.5 Student Activities

David Tien is attempting to form Student Branches at Macquarie University and Charles Sturt University, and is arranging petitions.

Should attempt to call for student counselors in all Universities in the next issue of CIRCUI. (**Action 38/2002**)

#### 10.6 Awards and Recognition

Refer to Chair's Forum for establishment and award of a NSW Section Outstanding Volunteer Award.

#### 10.7 Life Member Activities

No activity this month.

#### 10.8 Member Communications

No report. It was recommended that this portfolio not be continued in the new year.

#### 10.9 Nominations

Andrew Parfitt to check with Kate Carruthers and Stefan Mozar.

#### 10.10 GOLD Affinity Group

Successful launch was held at Duxton Hotel with 22 attendees (15 were GOLD members).

Good support was obtained to form a committee.

### **11. Chapter Reports**

No Chapter reports were taken due to the advancing hour.

### **12. Conferences**

The matter of the student subsidy by PES was discussed at length. PES have agreed to pay half of the \$25k originally agreed. PES position is that it will not pay student registration fees.

It was agreed to write to the President of the PES with the following flavour:

- The change in the original agreement has short changed the conference and has the potential to damage relations with the other sponsors IEE and IEAust.
- Trust in IEEE internal relationships (eg. Section to Society) are compromised.
- \$25k is clearly identified in the PES approved budget for the conference.

PICA will now make a small loss. The audit, however, can now be completed.

The effect of exchange rate losses has to be resolved as it impacts on the bottom line of the conference.

It was agreed that the IEEE NSW Section would consider making up the IEAust and IEE losses after the audit report was received. NSW Section Executive will make final decision after receiving the auditor's report. (Moved Walter Lachs, seconded Filita Barker, carried.)

### **13. Other Business**

#### 13.1 Australia Council

The Australia Council have proposed a revision to its bylaws. The revised bylaws appear to be in accordance with new IEEE policy and it was agreed to support the revision.

#### 13.2 AGM

It was reiterated that Committee members would have their dinners paid for by the Section, but that partners must pay the designated charge.

Trevor Bird would invite his counterparts in IEE and IEAust (also paid for by the Section).

### **14. Closure**

The meeting closed at 9.10 pm. The next meeting will be the AGM on 29 November 2002.



## **IEEE NSW SECTION**

### **Minutes of the 17<sup>th</sup> Annual General Meeting**

**Friday 29 November, 2002 at 7.15 pm**

**Castlereagh Inn, Masonic Club, 169 Castlereagh Street, Sydney**

#### **1. Attendance and Apologies**

**Present:** David Burger, Antony Zaglas, John Robinson, Kate Melnik, Stephanie Boyd, Ian Boyd, Karu Esselle, Trevor Bird, Bruce Poon, Graeme Gwilliam, S. Sathiakumar, Jim Vasseleu, Zak Zakarevicius, David Tien, Bruce Howard, Filita Barker, Edison Saw, Philip Ogunbona, Ollencio D'Souza, Andrew Parfitt, Walter Lachs, Jim Logothetis

**Apologies:** Kate Carruthers, Stephan Mozar, Sam Reisenfeld, Stephen Duval, Jon Agnew

#### **2. Minutes of the 2001 AGM**

The minutes of the previous AGM were circulated and confirmed as a true record.  
(Moved by John Robinson, Seconded by Jim Vasseleu, Carried)

#### **3. Chairman's Report**

Trevor Bird circulated and presented his report on the 2002 activities and achievements of the Section.

In addition it was noted that there were three newly elected IEEE Fellows in the 2002 announcements, and the recipients of this honour were congratulated by the AGM.

#### **4. Treasurer's Report**

David Burger indicated that he had not prepared a statement for the AGM. However, he summarized the state of the Section's accounts as follows:

2 sets of Bonds	\$6k
Cash Management Accounts	\$60k
PICA Reimbursement	\$30k
 TOTAL Section Assets	 approximately \$100k

It was resolved that the Treasurer would place an appropriate statement on the IEEE NSW Section web site by December 31.

## **5. Chapter Reports**

### **Computer Chapter**

There was no report from the current Chapter Chair. However, the incoming Chapter Chair, Stephanie Boyd, indicated that only one meeting had been held in 2002. She advised that there were plans to reinvigorate the Chapter in 2003, improve relationships with members and to connect more closely with the Australian Computer Society.

### **Antennas & Propagation/Microwave Theory & Techniques**

Karu Esselle tabled a written report and advised that the Chapter had held five technical meetings of which two involved IEEE Distinguished Lecturers. He further advised that he had completed his term as Chapter Chair, and that Trevor Bird would be Chapter Chair in 2003.

### **Power Engineering**

Graeme Gwilliam tabled a written report, and advised that the Chapter Committee would be unchanged in 2003. A number of meetings were held in 2002 as part of the Joint Technical Program Committee.

### **Power Electronics/Industrial Applications/Industrial Electronics**

Faz Rahman was unable to be present and apologized for his absence. Andrew Parfitt noted that the Chapter had held sufficient meetings in 2002 to qualify for continuation in 2003.

### **Communications/Signal Processing**

Philip Ogunbona advised that there had been one Distinguished Lecturer meeting and a further meeting (in conjunction with the Chapter AGM) would be held in December. He advised that he would not be continuing as Chapter Chair in 2003.

### **Circuits and Systems/Solid State Circuits**

Stephen Duval was unable to be present and apologized for his absence. Andrew Parfitt noted that one technical meeting and one workshop (in conjunction with the Australian Microelectronics Network) had been held in 2002.

## **6. Results of Officer Elections for 2003**

Trevor Bird advised that the following officers were elected for 2003 at the November Executive Committee Meeting:

Section Chair:           Andrew Parfitt

Section Vice Chair: Graeme Gwilliam  
Section Secretary: David Burger  
Section Treasurer: David Tien

He further advised that the following members were confirmed as the Executive Committee:

Filita Barker, Trevor Bird (Immediate Past Chair and Antennas & Propagation Chapter Chair), Ian Boyd, Stephanie Boyd (Computer Chapter Chair), Kate Carruthers, Stephen Duval (Circuits and Systems Chapter Chair), Karu Esselle, Walter Lachs, D. (Jim) Logothetis, Stephan Mozar, Philip Ogunbona, Bruce Poon, Faz Rahman (Power Electronics Chapter Chair), Sam Reisenfeld, John Robinson (Australia Council Chair), James (Jim) Vasseleu and Zak Zakarevicius.

In addition the Communications Chapter Chair (yet to be elected) is ex-officio a member of the Section Executive Committee.

Standing Committee Chairs will be appointed at the February meeting of the Executive Committee.

## **7. Awards and Presentations**

Trevor Bird announced the creation of a new Section Outstanding Volunteer Award, and advised that the first recipient of this award was Bruce Poon. Bruce was presented with a certificate and will be nominated for the Region 10 Outstanding Volunteer Award by the Section.

Andrew Parfitt thanked Trevor Bird for a successful term as Section Chair, and presented him with a Past Section Chair pin. The IEEE President will be sending a certificate of congratulations.

## **8. Other Business**

There was no other business.

## **9. Closure**

The meeting closed at 8.00 pm.