IEEE
NEW SOUTH WALES SECTION
ANNUAL REPORT

IEEE REGION 10 MEETING

April 2004

Location

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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

OFFICERS OF THE IEEE NEW SOUTH WALES SECTION 2004

2003 SECTION COMMITTEE

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

2004 CHAPTER COMMITTEES

Computer Chapter

Chairman:	Stephanie BOYD
Vice-Chairman:	Kate MELNIK
Secretary/Treasurer:	Ian BOYD
Committee Members:	Stefan MOZAR, Phil CRAWFORD, Sean HE

Communications/Signal Processing Joint Chapter

Chairman:	Ollencia D'SOUZA
Secretary:	David Burger

Microwave Theory Techniques/Antennas Propagation Joint Chapter

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

Power Engineering Chapter

Chairman:	Graeme GWILLIAM
Vice-Chairman:	Mark EDMUNDS
Secretary:	Antony ZAGLAS

Treasurer:	Dan CANDOTTI
Committee Members:	Alex BAICH, Trevor BLACKBURN, John KAYE, Vic MORGAN, Hue OUTHRED, 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
Secretary:	Andre van SCHAIK

2003 AFFINITY GROUPS

Life Member

Chairman:	Jim VASSELEU

GOLD

Chairman:	Filita BARKER
Co-Chair:	Simon Boland

PART A – SECTION SUMMARY

A.1 Executive Summary

Highlights of the year 2003 were:

- Free Student Membership provided to 170 new student members.
- Rejuvenation of the Circuits & Systems/Solid State Circuits joint Chapter.
- Expansion to the Section web site and its continued development.
- Emergency hosting of relocated Singapore Consumer Electronics Conference.

A.2 Financial Summary

The Section remains in a sound financial position and this has enabled the Section Committee to undertake several new projects and conference seeding, some of which are reported below. On the negative side, the projected 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.

PART B – ORGANISATION ACTIVITIES

B.1 Membership & Membership Development

At the end of 2002, the membership statistics for the New South Wales Section showed ????? Active Members. This number consisted of Fellows, Senior Members, Life Members, Students and Affiliates. The latest membership figure available for 30 October 2003 shows ????? Members, which is 158 up on the number at the same time last year. This number consists of Fellows, Senior Members, Life Members (includes Life Fellows, Senior Members and Members), Students and 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).

One new IEEE Fellow was elected from NSW in 2003.

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 2003, 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 $1,100 to help finance this event.

The premier event "Harricks Address" was held at the Powerhouse Museum, with a lecture given by Dr Sam Reisenfeld on "Experimental developments in Radio Communications. The organizing committee remarked this was the best ever event to date with Sam being commended by the PEP organizing committee with due recognition to the IEEE contribution.

B.3 Recognized Educational Programs

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.

Extensive communications with the University of Sydney Electrical Engineering foundation has progressed to where the IEEE NSW are invited to review students papers for their annual foundation awards.

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 March to student members in approved courses. The call for applications was organized by the Student Counsellor, and Karu Esselle, with the help of an academic staff member at universities in New South Wales. When applications closed at the end of March, 170 applications were received and processed. Unlike other similar schemes, a follow-up strategy is planned to assist the students make the transition from Student to full Member.

Karu Esselle commenced a process of improving contacts between the Section and the Student Chapters which will be continued in 2004 by Stephanie Boyd.

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 2003, the Max Simons award went to ??????, a student of Macquarie University, for his paper entitled "????

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 ?????.

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

One newsletter (*Circuit*) was post mailed to all Section members in 2003. Two newsletters issues (*Circuit*) were 'e-mailed' to all Section members in 2003, with posted copies to those registering with the *Circuit* editor. The newsletters were also posted on the Section Web page by the Webmaster, Jon Agnew. During the year, *Circuit* was given a face lift and extra pages with the addition of more local and IEEE news, photos and advertising.

Jon Agnew has maintained the Section web site (http://ewh.ieee.org/r10/nsw) for the 2nd year now, it now has a very professional appearance, adopting the style used by the main IEEE website. The web site gives easy access to Section information including upcoming events and the history of the Section.

Circuit was mailed to only those members requesting a printed copy or those who do not have email access. This decision leveraged the experiences of some other IEEE Sections which already have a history with electronic newsletters. All members with e-mail will be notified when the newsletter is available on the web.

The first email version of *Circuit* was issued in February 2003, the paper version was issued June 2003.

B.6 IEEE Awards to Members

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. Bruce has provided ten years' service to the New South Wales Section in the role of membership development and member data management. He was presented with a certificate at the IEEE NSW June meeting given the region 10 conference in Singapore was cancelled.

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 2003. A Committee was formed and two events were held during the year.

A GOLD (graduates of the last decade) affinity group in NSW was formed in 2002. The Coordinator of the GOLD Affinity Group, Filita Barker departed the IEEE NSW Gold chair in June 2003, and Simon Boland chaired GOLD NSW from July 2003. A function was held after a joint IEAust and IEEE lecture in Milsons Point on 28th August with members of the executive committee and Dr Graham Woodward (IEEE) who presented the lecture that evening.

B.8 Organization

In 2003, the NSW Section Committee met on the first Monday of each month from February through to November, with the exception of April when we met on the second Monday. There was no meeting in July 2003 as the meeting date was in the school holiday period and the venue was unavailable.

The Section Committee worked on three main goals in 2003. 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 2004 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 2002 AGM. Progress in 2003 to these goals is summarised.

Area	Goal	Progress to Date
Major Conferences	Plan to hold at least one major International Conference in Sydney every year.	Two conferences planned in 2004. An additional conference relocated from Singapore (Consumer Electronics) was held in Dec'03.
Seminars & Workshops	Attract more IEEE Distinguished Lecturers to Sydney.	5 Distinguished Lecturers in Sydney in 2003.

Affinity Groups	Establish a GOLD affinity group and have at least two successful meetings per annum.	Completed.
Education and Professional Activities	Prepare a CDROM promoting the profession and IEEE for distribution to schools and universities.	About 40% complete.
Students' Activities	Revitalise the activities of our existing Student branches and recruit 100 new Student Members.	Target expanded to 200 recruits in 2003, with 170 applicants being accepted.
Senior Grade Membership	Upgrade ten Members to Senior grade in 2002.	
Engineering Management Society	Submit a petition to establish this new chapter.	Not done. No further interest.
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.	Complete and functioning.
Long Range Planning and Finances	Develop a long-term strategy for the Section for providing better member activities and services.	Commenced.

The 2003 Region 10 Meeting of Sections and Council Chairs was cancelled due to the SARS health scare in SE Asia region. The status of the targets set in 2002 are:

1. The NSW Section should create a Senior Member upgrade committee. *[Complete]*

2. The Section revise its by-laws in 2003. *[Continuing]*

3. The Chair of the Nominations Committee should be the immediate past-Chair of the Section. *[Complete]*

4. The Section immediately introduce the NSW Section Outstanding Volunteer Award(s). [*Complete]*

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. *[Complete]*

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. *[Complete]*

7. The NSW Section consider establishing a Sister Section Agreement with another Section. *[Continuing]*

The Section Committee has confirms the NSW Hunter Valley Sub-section be delisted due to an inability to form an active committee.

PART C- GOALS AND PLANS FOR 2004

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 initial ‘03 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 / vacational work 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. This is being conducted with the student councilors.

C.3 Budget

A detailed budget was prepared in March 2003 and had progressive revisions in following months. The budget indicated a revenue positive year, with seed sponsorship for up to 2 major conferences committed in the 2004 year.

Each chapter within the IEEE Section was allocated a fixed $500 to be used at the chapters discretion for events, promotion and publicity without section committee approval.

PART D – OTHER

D.1 Relationship with National Societies

The IEEE NSW Section is participating in a “Ten days of Engineering” promotion held in July 2003. The IEEE has a speaker and activity visit as part of this program, and is visible to the general public. This is in conjunction with ‘Engineers Australia’. The IEEE NSW hosted the opening speaker at the ‘Harrick’s address’ by Mr Sam Reisenfeld who spoke on ‘Experimental radio communication methods’

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, was revised and a new agreement was reached in May 2003. This was ratified in July'03 offering a 10% membership discount for combined membership of IEAust/IEEE, IEAust/IEE and IEAust/IEEE/IEE only.

D.2 Special Events

In May 2003, the IEEE Singapore requested an emergency relocation of the Consumer Electronics Conference to Sydney due to regional health scare issues. This was agreed with the IEEE NSW section. The IEEE NSW section allocated some resource to the committee to assist the committee on local issues. The conference was held in December 2003, but with smaller numbers than past CE Conferences.

D.3 Problems to be Anticipated

None.

D. E. Burger

28 January 2004