**IEEE New South Wales Section**

**203rd Executive Committee Meeting**

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

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|---|---|
| **Date:** | Monday, 03 April 2006 |
| **Time:** | 7:00 pm – 9:00pm |
| **Place:** | Northern Sydney Institute of TAFE, Gore Hill Campus, Room CG15 [please note the room change] |

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

**AGENDA**

**Agenda Page Nos** | **Draft Resolutions**

**APOLOGIES**

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

***1. STARRING OF ITEMS**

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

**2. MINUTES OF PREVIOUS MEETING**

***to adopt the minutes of the 202nd Executive Committee Meeting held on Monday, 06th March, 2006 as a correct record.***

**3. BUSINESS ARISING FROM THE MINUTES AND ACTIONS REQUIRED**

Action 18/2006 ***Eddie Fong has requested fund to purchase software – this will be discussed at the meeting.***

Action 19/2006 ***The Chairman will find out during the R10 meeting if we can have Ms Filita Barker (a student member at the moment) serve on the Section Committee.***

Action 20/2006 ***Jim Vasseleu will contact David Burger to identify the Chapter Committee members and pass this information to David Tien.***

**4. CORRESPONDENCE**

**5. TREASURER'S REPORT**

**6. CHAIRMAN'S FORUM**

**7. CIRCUIT REPORT**

**8. COMMITTEE REPORTS**

8.1 FELLOW SEARCH
8.2 MEMBERSHIP DEVELOPMENT
8.3 PROFESSIONAL ACTIVITIES
8.4 EDUCATIONAL ACTIVITIES
8.5 STUDENT ACTIVITIES
8.6 AWARDS AND RECOGNITION
8.7 NOMINATIONS
8.8 HISTORIAN
8.9 WEB MASTER

**9. AFFINITY GROUPS**

9.1 GOLD AFFINITY GROUP
9.2 LIFE MEMBER ACTIVITIES

**10. CHAPTER REPORTS**

10.1 COMPUTER
10.2 ANTENNAS & PROPAGATION / MICROWAVE THEORY & TECHNIQUES
10.3 COMMUNICATIONS/SIGNAL PROCESSING
10.4 POWER ENGINEERING
10.5 POWER ELECTRONICS / INDUSTRIAL APPLICATIONS / INDUSTRIAL ELECTRONICS
10.6 LEOS

**11. CONFERENCES**

11.1 AuS WIRELESS'06 (Broadband and Ultra Wideband Communications) [Section's financial involvement: 10K]**.**
11.2 8TH INTERNATIONAL SYMPOSIUM ON DSP AND COMMUNICATION SYSTEMS & 4TH WORKSHOP IN THE INTERNET, TELECOMMUNICATIONS AND SIGNAL PROCESSING [no financial involvement]**.**
11.3 INTERNATIONAL CONFERENCE ON IT AND APPLICATIONS (ICITA2007) [no financial involvement].
11.4 Rectify the Conference support request from the previous meeting CSU, IT FUTURES: SOCIAL AND CULTURAL CONTEXTS (ITFOC2007) [no financial involvement].

**12. OTHER BUSINESS**

**13. URGENT BUSINESS**

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

**14. NEXT MEETING**

The next meeting of the IEEE Executive Committee will be held on Monday 1 May 2006, at Northern Sydney Institute of TAFE, Gore Hill Campus, Room CG15 (please note the room change)**.** The agenda closing date is 5pm on the last working day before the meeting.

**IEEE EXECUTIVE COMMITTEE DISTRIBUTION LIST FOR AGENDAS**

**IEEE NSW SECTION EXECUTIVE COMMITTEE**

*Current Membership* 19

**QUORUM** 7

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**MEMBERS**

| | |
|---|---|
| Graeme Gwilliam | Chair |
| David Burger | Vice Chair |
| David Tien | Secretary |
| Ian Boyd | Treasurer / Professional Activities |
| Karu Esselle | Educational Activities |
| Eddie Fong | Circuit Editor |
| Walter Lachs | Fellow Search |
| Rob Menegon | Web Master |
| Lakshmi Narasimhan | Corresponding Member |
| Philip Ogunbona | Corresponding Member |
| Bruce Poon | Membership Development |
| Faz Rahman | Power Elec/Indust. Elec/Indust. Applic Chapter Chair |
| Sam Reisenfeld | Comms/SigProc Chapter Chair |
| John Robinson | PES Chapter Treasurer |
| Ananda Sanagavarapu | Member |
| Graham Town | Chair AP/MTT |
| Jim Vasseleu | Awards and Recognition/Life Members |
| Ramutis Zakarevicius | Historian |
| Tony Zaglas | Chair Power Engineering |

**IEEE New South Wales Section**

**202nd Executive Committee Meeting**

Minutes of the 202nd Executive Committee Meeting, Monday, 06 March 2006, Room AG20, North Sydney TAFE, St Leonards, NSW 2065.

**PRESENT**

| | |
|---|---|
| Graeme Gwilliam | Chair / Presiding Officer |
| David Tien | Secretary |
| Jim Vasseleu | Awards and Recognition/Life Members |
| John Robinson | PES Chapter Treasurer |
| Tony Zaglas | Chair Power Engineering |
| Walter Lachs | Fellow Search |
| Rob Menegon | Web Master |

**APOLOGIES**

| | |
|---|---|
| Ian Boyd | Treasurer / Professional Activities |
| David Burger | Vice Chair |
| Eddie Fong | Circuit Editor |
| Sam Reisenfeld | Comms/SigProc Chapter Chair |
| Karu Esselle | Educational Activities |
| Bruce Poon | Membership Development |
| Faz Rahman | Power Elec/Indust. Elec/Indust. Applic Chapter Chair |
| Ananda Sanagavarapu | Member |
| Filita Barker | Invited visitor |
| Ramutis Zakarevicius | Historian |
| Graham Town | Chair AP/MTT |

**OPENING**

The Presiding Officer opened the meeting at 7:19 pm.

1. **STARRING OF ITEMS**

2. **BUSINESS ARISING FROM THE MINUTES**

   ***The IEEE NSW Section Executive Committee agreed that the minutes of the previous Executive Committee Meeting were a correct record. Moved Jim Vasseleu, 2nd Tony Zaglas, carried.***

3. **MINUTES OF PREVIOUS MEETING**

4. **CORRESPONDENCE**

   ***The IEEE NSW Section Executive Committee agreed that the minutes of the previous Executive Committee Meeting were a correct record. Moved Jim Vasseleu, 2nd Tony Zaglas, carried.***

5. **TREASURER'S REPORT**

   ***Ian Boyd and he made the following points:***

   - ***The Sections financial position has not changed significantly since the last***

***report.***

- ***The Treasurer does not believe there are any outstanding actions for him.***
- ***Please discuss in the meeting the filling of the remaining 3 slots in the joint lecture program. The vacant dates are 8 June, 24 August and 26 Oct.***
- ***We have an IEEE sponsored joint lecture on 23 March. I encourage you all to attend.***

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

**6. CHAIRMAN'S FORUM**

- ***The Chairman would like to know if there is any matters to be pursued at the coming R10 meeting. (1) Due to her previous active contributions, the Section would like to have Ms Filita Barker to be full member and serve on the Section Committee.***
- ***The Standard Australia has requested that the newly elected members must not be someone who is associated with the organisation. The Chairman would like to see IEEE as the nomination body. The issue will be discussed at the R10 meeting and reported by the Chairman.***

***Walter Lachs left at this point (7:58pm).***

- ***Status of Tripartite Agreement: Sir John will come in April to Australia to sort the outstanding issues out. The new organisation will be called Institutions of Engineering and Technology (IET).***

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

**7. CIRCUIT REPORT**

***Eddie is unable to attend the next meeting on 6 March 2006 evening and he forwarded the following report:***

***I need you to bring out the issue of buying a copy of the Adobe writer SW for IEEE NSW Section to use by the WebMaster or Circuit Editor. The reason arises due to March 2006 Circuit conversion from Word to pdf file. It also changes the pages from 6 to 7 or 8 pages. So, if I do not have the writer and convert it to form the layout that I want to achieve before it goes for publications. Then it will waste a lot of my time, Ian and David B.'s whom has kindly assist me to convert the file to pdf file.***

***This issue will be discussed next meeting.***

***The R10 meeting: I have made booking for SIA and Thai Airway for the cheapest fare of $1313 plus travel insurance at about $99 for the trip. I will stay at Chiang Mai with Graeme and leave on 29 March 2006. As this flight passby Singapore, I will be taking my own little break on the way back and stop over at Singapore for a couple of days. The accommodation at Chiang Mai has booked thru' IEEE Singapore.***

**8. COMMITTEE REPORTS**

8.1 FELLOW SEARCH [walter]
8.2 MEMBERSHIP DEVELOPMENT [bruce poon]
8.3 PROFESSIONAL ACTIVITIES [Ian]
8.4 EDUCATIONAL ACTIVITIES [Kuru]
8.5 STUDENT ACTIVITIES [TBA - ]
8.6 AWARDS AND RECOGNITION [Jim]
8.7 NOMINATIONS [Jim]
8.8 HISTORIAN [David B/Zak]
8.9 Web Master [Rob Menegon]

- ***Rob will update the website – GOLD, student resources, free membership, etc.***
- ***Most of the information reg Chapters, such as Committee members, are out of date.***

***The web master, Rob, has requested to have all the relevant information to be sent to him and he will format the webpage.***

**9. AFFINITY GROUPS**

9.1 GOLD AFFINITY GROUP[TBA]
9.2 LIFE MEMBER ACTIVITIES[Jim]

**10. CHAPTER REPORTS**

10.1 COMPUTER [TBA]
10.2 ANTENNAS & PROPAGATION / MICROWAVE THEORY & TECHNIQUES[]
10.3 COMMUNICATIONS/SIGNAL PROCESSING
10.4 POWER ENGINEERING [Tony Zaglas]
10.5 POWER ELECTRONICS / INDUSTRIAL APPLICATIONS / INDUSTRIAL ELECTRONICS
10.6 LEOS

***The new chapter is in the process of forming a committee.***

**11. CONFERENCES**

11.1 AuS WIRELESS'06 (Broadband and Ultra Wideband Communications) [Section's financial involvement: 10K]**.**
11.2 8TH INTERNATIONAL SYMPOSIUM ON DSP AND COMMUNICATION SYSTEMS & 4TH WORKSHOP IN THE INTERNET, TELECOMMUNICATIONS AND SIGNAL PROCESSING [no financial involvement]**.**
11.3 INTERNATIONAL CONFERENCE ON IT AND APPLICATIONS (ICITA2007) [no financial involvement].
11.4 Conference support request from CSU, IT FUTURES: SOCIAL AND CULTURAL CONTEXTS (ITFOC2007) [no financial involvement].

***The Committee has given the in principle approval to the request and the decision will be formally during the next meeting..***

**12. OTHER BUSINESS**

***The IEEE NSW Section Executive Committee agreed that the Section will provide full financial support to Eddie Fong to attend the coming R10 meeting.. Moved Jim Vasseleu, 2nd Tony Zaglas, carried.***

***The IEEE NSW Section Executive Committee agreed that the Section will provide 50% financial support or $1500, which ever is lower, to David Tien as the Section Secretary to attend the coming R10 meeting. Moved Jim Vasseleu, 2nd Bob Menegon / Tony Zaglas, carried.***

**13. FOR YOUR INFORMATION**

**14. URGENT BUSINESS**

**15. NEXT MEETING**

The next meeting of the IEEE Executive Committee will be held on Monday 3 April 2006, at 7.00pm Northern Sydney Institute of TAFE, Gore Hill Campus, Room CG15**.**

**CLOSURE**

There being no further business, the Presiding Officer declared the meeting closed at 22:10.