**IEEE New South Wales Section**

**207th Executive Committee Meeting**

Minutes of the 207th Executive Committee Meeting, Monday, 07 August 2006, Room One, Library, North Sydney TAFE, St Leonards, NSW 2065.

**PRESENT**

| | |
|---|---|
| David Burger | Vice-Chair / Presiding Officer |
| David Tien | Secretary |
| Ian Boyd | Treasurer / Professional Activities |
| Karu Esselle | Educational Activities |
| Walter Lachs | Fellow Search |
| Tony Zaglas | Chair Power Engineering |
| Filita Barker | Gold Champion |

**APOLOGIES**

| | |
|---|---|
| Eddie Fong | Circuit Editor |
| John Robinson | PES Chapter Treasurer/Secretary |
| Sam Reisenfeld | Comms/SigProc Chapter Chair |
| Bruce Poon | Membership Development |
| Faz Rahman | Power Elec/Indust. Elec/Indust. Applic Chapter Chair |
| Stephanie Boyd | Chair Computer Chapter / Student Activities |
| Ananda Sanagavarapu | Chair/AP/MTT |
| Ramutis Zakarevicius | Historian |
| Graham Town | Member |
| Jim Vasseleu | Awards and Recognition/Life Members |
| Rob Menegon | Web Master |

**OPENING**

The Presiding Officer opened the meeting at 7:10 pm.

**2. BUSINESS ARISING FROM THE MINUTES**

*The IEEE NSW Section Executive Committee agreed that the minutes of the previous Executive Committee Meeting would be held over, as they were unavailable.*

**3. MINUTES OF PREVIOUS MEETING**

Action 21/2006 ***A Sam Reisenfeld to provide financial report for AuS WIRELESS'06. Continuing***

Action 22/2006 ***Graeme Gwilliam requested Ian Boyd to follow up with Tony Lee regarding the ongoing audit of IEEE NSW Section Income Accounts. Continuing***

Action 24/2006 ***For the Ocean Engineering Chapter in Australia, it was agreed that Bruce Poon should collate a list of NSW Section member name and address in Ocean Engineering Society. This information will be provided to whoever proposes the Ocean Engineering Chapter. Moved Jim Vasseleu, 2nd Eddie Fong, carried. Graeme Gwilliam will follow it up. Continuing***

Action 25/2006 ***From VIC Section has sought NSW Section support on formation of a Social Implication of Technology Chapter and it is agreed that Graeme Gwilliam will respond to VIC Section that NSW Section will provide the necessary support on this matter. Moved Jim Vasseleu, 2nd Ian Boyd, carried. Gwilliam will follow it up with VIC Section. Continuing***

Action 26/2006 ***Regarding Olly D'Sousa's request to be appointed as a representative of IEEE to sit on Standards Australia's committee which will prepare standards for NON-broadcast television technologies including CCTV – Graeme Gwilliam has sent a report to the IEEE RAB for advice and will provide Olly D'Sousa an update of the matter – teleconferencing with the HQ - Continuing***

Action 30/2006 ***Graeme Gwilliam requested Karu Esselle together with David Burger to provide an update report to R10 Education based on last year's one. The CD contents are now proposed to be part of a student project (DT) to being about a timely closure. Continuing***

Action 34/2006 ***Ramutis Zakarevicius reported that Harvey Holmes has a number of old archived audio materials. Graeme Gwilliam requested Ramutis Zakarevicius and David Burger to look into storage of such archived material for IEEE NSW Section. [Zak – can you ask Harvey please ? DB advises these can be readily converted to an MP3 once sourced] Continuing***

Action 36/2006 ***Prof Robert Gray from Stanford University delivered two lectures on Friday, 24 March 2006, and Monday, 27 March 2006.***

Action 37/2006 ***Prof C.C. Jay Kuo from the University of Southern California delivered three lectures on Wednesday, 5 April 2006, and Thursday, 6 April 2006. David Burger provided the Meeting Reports for both on L31. Closed.***

Action 39/2006 ***Graeme Gwilliam suggested that the LEOS chair should provide a chapter update for NSW Section. Continuing***

Action 40/2006 ***John Robinson reported that APC has a standard free IVR service that IEEE can made used of in customised IEEE prompt message to respond to IEEE members' calls. The meeting agreed that Graeme Gwilliam will follow up this matter with APC. Continuing***

Action 42/2006 ***Jim Vasseleu requested David Tien to mail or fax the minutes of the meeting and the proposed next meeting agenda at least a week prior to the next meeting. Closed – see Action 43 / 2006.***

**4. CORRESPONDENCE**

UTS EE department advise have a function with IEEE sponsorship.

**5. TREASURER'S REPORT**

*Bills received from:*
*- Australian professional centre*
*- M&B mailing*
*- re-imbursement request by Sam R*
*- re-imbursement by Tony Zaglas for 20 July PES DLP*
*-Expenses to be submitted on Form provided by Ian Boyd with Original Receipts*

**6. CHAIRMAN'S FORUM**

Held over

**7. CIRCUIT REPORT**

Eddie requested more timely and complete information be assembled, and while he can meet the deadlines, it is difficult with the very limited contributions. Eddie is seeking input for the November issue.

**8. COMMITTEE REPORTS**

8.1 FELLOW SEARCH [walter] Walter to contact David T regarding a proposal from Lakashman.

8.2 MEMBERSHIP DEVELOPMENT [bruce poon]
spreadsheet and graph tabled.

8.3 PROFESSIONAL ACTIVITIES [Ian]
Follow up needed to secure a speaker for the 26 October which is still vacant. Karu will follow up with the original speaker.

8.4 EDUCATIONAL ACTIVITIES [Kuru]
see the action regarding the CD project earlier.

8.5 STUDENT ACTIVITIES [Stephanie Boyd]

*Filita attended the GOLD congress – of which 1 day was shared with the student congress participants. IEEE NSW did not send a student representative this year.*

*Macquarie University now has a new IEEE student chapter chair, Mr Muhammad Arif Khan.*

8.6 AWARDS AND RECOGNITION [Jim] no report
8.7 NOMINATIONS [Jim] no report
8.8 HISTORIAN [David B/Zak] no report
8.9 Web Master [Rob Menegon] no report

**9. AFFINITY GROUPS**

9.1 GOLD AFFINITY GROUP[TBA]
*Filita attended the GOLD congress – of which 1 day was shared with the student congress participants. IEEE NSW did not send a student representative this year. The wave energy joint lecture had a major participation by GOLD members, as was very successful.*

9.2 LIFE MEMBER ACTIVITIES[Jim] no report

## 10. CHAPTER REPORTS

10.1 COMPUTER [TBA] no report

10.2 ANTENNAS & PROPAGATION / MICROWAVE THEORY & TECHNIQUES[] Karu reports a DL from UCLA will be scheduled later in the year.

10.3 COMMUNICATIONS/SIGNAL PROCESSING a comsig lecture is scheduled for Feb'07 by David Burger as part of the joint program with IET and Engineers Australia.

10.4 POWER ENGINEERING [Tony Zaglas]

- *DL lecture was held on 20th July, 2006.*
- *2007 program follow up.*
- ***PES membership +9 vv same time last year.***
- ***Three HV Engineering DLP lectures held on 20th July, 2006 at IE Aust. Attendance 13.***
- ***Walter Lachs's lecture on Power System Stability held on 8 June 2006 at IE Aust. Attendance about 20.***
- ***Will attempt to organise a one/two day DL workshop on Protection/Earthing by Assoc. Prof. Sakis Meliopoulos from Georgia Institute of Technology for 2007.***

10.5 POWER ELECTRONICS / INDUSTRIAL APPLICATIONS / INDUSTRIAL ELECTRONICS no report

10.6 LEOS no report

## 11. CONFERENCES

11.1 AuS WIRELESS'06 (Broadband and Ultra Wideband Communications) [Section's financial involvement: 10K]***. report by Sam still open.***

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 IT FUTURES: SOCIAL AND CULTURAL CONTEXTS (ITFOC2007) [no financial involvement].

## 12. OTHER BUSINESS

Action 45/2006 ***Ian Boyd raised the by-law issues about vague quorum requirements. Suggested we follow up current practice by simply adopting the IEEE RAB by-law template. To be discussed next meeting..***

## 14. URGENT BUSINESS

It was agreed that David Burger follow up and obtain some proposals for the IEEE NSW Section AGM and table these with the committee, noting that time windows have already closed on two city venues. [advice from GG indicated he is already making arrangements as at 9/8/06]

## 15. NEXT MEETING

The next meeting of the IEEE Executive Committee will be held on Monday, 4 Sept 2006, at 7.00pm Northern Sydney Institute of TAFE, Gore Hill Campus, Library Room. It was proposed the 9th Oct meeting be flagged as a possible Newcastle/Sydney/Other venue.

**CLOSURE**

There being no further business, the Presiding Officer declared the meeting closed at 20:29.