# IEEE New South Wales Section

Minutes of the 180th Executive Committee Meeting, 2nd February 2004
Room AG20, North Sydney TAFE, St Leonards.

The Chair opened the meeting at 7:05pm.

## 1 Attendance and Apologies

Present: Graeme Gwilliam, David Tien, Andrew Parfitt, Karu Esselle, Ian Boyd, Stephanie Boyd, Jim Vasseleu, Trevor Bird, John Robinson, Stefan Mozar, Zak Zakarevicius, Walter Lachs, David Burger, Simon Boland, Olly D'Souza, Steven Duvall.

Apologies: Philip Ogunbona, Jim Logothetis, Sam Reisenfeld, Bruce Poon, Faz Rahman, Graham Town.

## 2 Approval of Agenda

This meetings agenda was accepted with the addition of ICITA 2005 Conference as item 11.7.

## 3 Minutes of the Previous Meeting and Matters Arising

Acceptance of the Minutes of meeting #179 was moved: Trevor Bird, 2nd Jim Vasseleu Carried.

**Action 24/2002** Privacy matters to be discussed by Chair and legal counsel. Trevor to follow up with Ms Hart at CSIRO. Graeme to mail Trevor regarding privacy thresholds. Recommendation to use BCC e-mail distribution in the future. (Continuing).

**Action 17/2003**: Trevor B. to follow up Jim Logo regarding the 2004 Joint lecture program. (Continuing).

**Action 18/2003**: The NSW Section Committee consider funding an observer (as well as the Chair) to attend the April 2004 R10 Meeting in Adelaide. This was discussed at length and was resolved to provide funds as available and suitable expression of interest from the committee members. Follow up at March'04 meeting.

**Action 19/2003**: Trevor B. and Bruce P. to investigate ways of reaching those members with out-of-date email addresses. (Continuing)

**Action 20/2003**: Next year's Student Co-ordinator to invite Student Chairs to Section meetings.

**Action 21/2003**: Stephanie B. was delegated to propose a mechanism for assisting students to pay IEEE dues. (Continuing)

## 4 Correspondence

- Four Student paper submissions, Jennifer Thompson, Agus Santoso, James Brinkoff, Parastoo Sudeshi forwarded to Simon Boland/Graeme Gwilliam/David Tien for evaluation against the Max Simons and Region 10 prizes, noting the R10 deadline of 29 February. (It was noted the 2002 Student Prize is still outstanding). The papers will be forwarded to the Australia Council for their review.
- CSIRO cheque for $995.05 being funds held for IEEE for activities circa 1997.
- Joint InfoTheory chapter now includes NSW/ACT/SA/VIC, with SA being the coordination group. Should we have a web link to this Chapter??
- Region 10 meeting invitation.

## 5 Treasurer's Report

The PICA2001 funds of $28,554 have been disbursed and is pending the auditors report to be formally completed.

The preliminary 2004 budget was tabled showing a projected income of $22,373 and expenditure of $27,506.

Cash on hand is reported as $36,282 as at 31 Dec 2003.

The 2003 L50 form is being finalised.

It was resolved that "All unaudited financial reports of the section in 2001/2002 and 2003 be professionally audited in 2004 to meet Australian reporting requirements". Moved Trevor Bird, 2nd Jim Vasseleu, Carried. Footnote, a financial provision has been allowed in the projected budget for this work.

**ACTION 01/2004:** Request IEAust (Richard Clarks / Alan Sangster) provide an itemised invoice for IEAust meeting fees in 2004. David Burger. *(Fax advice completed 9th Feb).*

**ACTION 02/2004:** Request Cantor Financial to provide two fixed price fee for audit work packages for 2001/2002 and 2001/2002/2003. This is based on theior knowledge of the IEEE and prior IEEE financial files from Tony Lees that are now part of Cantor. Fee proposals to be tabled next meeting, David Burger.

Acceptance of Treasurer's report: moved: Walter Lachs 2nd Stephanie Boyd Carried.

## 6 CIRCUIT Report

Draft of March'04 report tabled on 2nd Jan. There are some missing items, especially Chair's Column and Chapter contributions. Also I'd like to include short reports on the Consumer Electronics Symposium and DICTA. Chapter Committee members to be notified to Trevor, and Trevor to write an obituary as noted by Jim Vasseleu.

Target distribution date in March 16.

## 7 Chair's Forum

No forum.

## 8 Committee Election & Reports

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| 8.1 Fellow Search | Walter Lachs; |
| 8.2 Membership Devel't | Bruce Poon: |
| 8.3 Professional Activities | Jim Logothetis and Ian Boyd. |
| 8.4 Educational Activities | Karu Esselle; noting the CDROM project from 2003 has been rolled under this heading, KE/ Ian Boyd/ Andrew Parfitt and Graham Gwilliam assisting. |
| 8.5 Student Activities | Stephanie Boyd: |
| 8.6 Awards and Recognition | Jim Vasseleu: |
| 8.7 Nominations | Trevor Bird: |
| 8.8 Historian | Zak Zakarevicius, Jim Vasseleu and Trevor Bird: |
| 8.9 CIRCUIT Editor | Trevor Bird. |

## 9 Affinity Group Reports

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| 9.1 GOLD Affinity Group | Simon Boland, follow up with Bruce regarding getting an updated GOLD e-mail list started for 2004 correspondence. |
| 9.2 Life Member Affinity | Jim Vasseleu, note that Life Member Mr Harry Minnett passed away 20 Dec'03. Condolences are extended from the Section. |

## 10 Chapter Reports

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|---|---|
| 10.1 Computer Society | Stephanie Boyd (Chair), Ian Boyd, Stefan Mozar, Phil Crawford. |
| 10.2 MTT/AntP | Graham Town (Chair), Karu (Secretary). |
| 10.3 CommSig | Olly d'Souza (Chair), David Burger (Secretary). |
| 10.4 PES | Graeme Gwilliam (Chair), |
| 10.5 PEL/IA/IE | Faz Rahman (Chair). |

10.6 C&S/SSC Steven Duvall(Chair), Andre van Schaik (Secretary).

## 11 Conferences

11.1 **Asian Control Conference 2004**: Proceeding.

11.2 **IEEE International Symposium on Spread Spectrum Techniques and Applications 2004:** Proceeding..

11.3 **International Symposium on Consumer Electronics 03 –** Stefan advises this was successful with a last minute increase in attendees which turned around the forecast attendees. Approx 100 papers were presented with 70 delegates attending. The IEEE President attended and the Bob Franklin award was presented at this conference. No further action on the section, item to be closed.

11.4 **International Conference on Networks** (Dec 03) This had technical co-sponsorship and a report is expected to be tabled next meeting.

11.5 **7th International Conference on Digital Image Computing - Techniques and Applications (DICTA 2003 - Dec 03)**
This had technical co-sponsorship and a report is expected to be tabled next meeting.

11.6 **TenCon 2005**, proceeding.

11.7 **ICITA 2005,** Conference has technical co-sponsorship with UTS School of IT. Dr Sean He is proceeding with the planning. **ACTION 03/2004:** David T to request Dr He to submit co-sponsorship paperwork for this conference.

## 12 Other Business

Refer item 11.7 above.

## 13 Closure

The meeting closed at 20:00 hours. The next meeting will be 1st March 2004 at North Sydney TAFE Room AG20.