

MINUTES OF THE 2nd SECTION EXECUTIVE COMMITTEE MEETING HELD ON 12 MAY 2009 (TUESDAY), 6:30PM AT 1 FUSIONPOLIS WAY, CONNEXIS BUILDING, RESONANCE MEETING ROOM

PRESENT:

So Ping Lam (SPL)	Chairman
Lekha Chaisorn (LC)	Secretary
Rajnish Gupta (RG)	Treasurer
Arokiaswami Alphones (AA)	Executive Committee Member
Bi Guoan (BG)	Executive Committee Member
Darrel Chong (DC)	Executive Committee Member
Sahoo Sanjib Kumar (SSK)	Executive Committee Member
Lin Fujiang (LF)	Executive Committee Member
Zeng Yonghong (ZY)	Executive Committee Member

ABSENT WITH APOLOGIES:

Don Mahinda Vilathgamuwa (DMV)	Vice-Chairman
Lalit K Goel (LKG)	Immediate Past Chairman

IN ATTENDANCE:

Jasmine Leong	IEEE Singapore Section Secretariat
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The meeting was called to order at 6:50pm.

		ACTION BY:
1)	CONFIRMATION OF THE MINUTES OF THE LAST MEETING AND MATTERS ARISING	
1.1	The minutes of the last meeting was taken as confirmed.	
2)	CHAIRMAN'S REPORT	
2.1	<u>Region 10 Meeting</u>	
a.	The meeting was informed that only the Section Chairman attended the meeting held in Hanoi, Vietnam.	
b.	Chairman did a presentation on the status and update of TENCON 2009 during the Region 10 meeting.	
c.	He showed the meeting the report presented by the 2009-2010 Region 10 Director Prof Yong-Jin Park:	
	<ul style="list-style-type: none"> • Region 10 is the largest region in IEEE <ul style="list-style-type: none"> - Membership: 73,662 (19% of all), 9.7% growth in 2008 - Sections: 68 - Student Branches: 535 - Chapters: 329 (2nd largest) 	
	Voting rate of 2008 was increased in the election of IEEE President-elect & Region Director-elect	
	• For the first time ever R10 voting percentage of 15.89% was higher than all Region's average of 15.43%.	
	The Region will offer bonuses again in 2009, namely \$500, \$300 and \$200 to three Sections with the highest voting percentage accordingly.	
	Through Jan 2009, membership renewal rate of IEEE was 64.2% (last year: 76.8%).	
	<ul style="list-style-type: none"> - R10 was 54.4% (2nd worst) - Lists of un-renewed members will be provided to Section Chairs. 	
	<ul style="list-style-type: none"> • More Benefits to Members <ul style="list-style-type: none"> - Professional Activities - Humanitarian Technology Challenge (to seek a way for applying technology to solve disaster and health problems) 	
	<ul style="list-style-type: none"> • Membership <ul style="list-style-type: none"> - Focusing more on Fellow and Senior Grade Membership in R10 - (Fellow + Senior) / Regular Members <ul style="list-style-type: none"> - R10: 13.4% - World Average: 15.5% 	
	<ul style="list-style-type: none"> • Section/Chapter <ul style="list-style-type: none"> - Taking more care of Sections and Chapters 	
	<ul style="list-style-type: none"> • Making R10 Homepage more informative • Enhancing Technical Activities 	

d.	The meeting was also updated on the membership status of Region 10 as well as the Singapore Section.	
e.	It was noted that there was no activity for the Education Chapter. Dr Lekha Chaisorn will follow-up with the Chapter Chair.	LC
3)	SECRETARY'S REPORT	
3.1	All the reporting of the 2009 Office Bearers had been submitted with the help of the Section Secretariat.	
3.2	The Secretary reported that she helped to form the GOLD Affinity Group with the following members: Chair: Mr Deepu C. John Vice Chair: Ms Li Te Secretary: Mr Nithin Salgunan Treasurer: Ms Yao Wei	
3.3	Together with Dr Rajnish Gupta, Dr Lekha Chaisorn conducted a L31 and SAMIEEE Training on 12 March 2009 at Fusiopolis. 24 participants attended. If there is more requests for help to access the SAMIEEE database, another course would be conducted.	
3.4	It was also suggested that some activities should be conducted during TENCON 2009.	
4)	TREASURER'S REPORT	
4.1	The Treasurer reported that 6 new conference and 2 new Chapter accounts were opened.	
4.2	An amount of S\$1,000 payable to IES for the IES-IEEE Excellence Award for 2006 was overlooked. This amount had since been paid.	
5)	MEMBERSHIP DEVELOPMENT	
5.1	Below is the recruitment plan: <input type="checkbox"/> Aggressively promote IEEE membership during technical conferences. Distribute IEEE membership applications to conference attendees or encourage them to apply online . <input type="checkbox"/> Use the half-year dues period as a peak recruitment time. This allows people to test IEEE membership for a smaller initial monetary outlay. New members pay half-year dues when they sign up from 1 March through 31 August. Services commence immediately upon joining and continue through December of that year. A member joining in March receives a bonus of 4 months of extra service above and beyond the six months they are paying for. <input type="checkbox"/> Announce and provide information on the Member-Get-A-Member and Student-Get-A-Student Programs at Section, Student Branch and Chapter meetings. <input type="checkbox"/> Use the Conference Membership Recruitment Program to offer a free Society membership to anyone who joins IEEE at a conference. <input type="checkbox"/> Diners club membership information (three years annual fee waiver) has been broadcast to all the members. <input type="checkbox"/> Visit the Polytechnics, industries and motivate the engineers to be in the IEEE folder. <input type="checkbox"/> Senior member drive also has been initiated and few members have been recommended. <input type="checkbox"/> We recruit new members during IEEE organized events. The member and non-member price difference of S\$200 is used for new member registration fee.	
5.2	It was suggested that the Chapter Chairs could recommend members for upgrade to Senior Members and Senior Members to Fellow. Dr Arokiaswami Alphones will bring this up at the next General Committee Meeting.	AA
5.3	It was also suggested that the Student Rates for conferences should be lower for IEEE Student Members.	
5.4	It was suggested that a credit card tie-up with another bank (e.g. UOB Bank) should be explored.	AA / Jasmine
6)	EDUCATION ACTIVITIES	
6.1	Dr Bi Guoan attended the IEEE Science Symposium 2009 held on 3 May 2009 at the	

6.2	Singapore Science Centre where 3 prizes were given away. It was suggested that a workshop would be conducted before end of the year. Together with the Communications and Power Chapters, the committee would identify the area for this workshop.	BG
7) 7.1	STUDENT ACTIVITIES Darrel Chong reported that it is an exciting year for the Student Branches as the Region 10 Student Congress would be held in Singapore on 16 to 19 July 2009 at NUS. Prince George's Park would be the accommodation.	
7.2	120 IEEE Student volunteers and leaders with track records are expected to attend the 4-day conference. The topics are not too technical and relating to Technology, Biomedical and Sustainable Energy. Prof Low Teck Seng will be one of the speakers.	
7.3	On behalf of the Student Branch, Darrel Chong thanked the Section and the Chapters who had made monetary contribution towards this congress.	
8) 8.1	WEBSITE It was suggested that the website should be updated with links.	SSK
9) 9.1	ANY OTHER BUSINESS <u>vTools</u>	
a.	It was suggested that the vTools should be explored as it can: <ul style="list-style-type: none"> - manage Chapter and Section Meetings - be used for voting (not too useful for Section as number of voting members too small) - assist in Finance (e.g. L50 report) - help Student Branch search and submit report 	
b.	Dr Sahoo Kumar will check to see if it is worthwhile to use vTools for the coming AGM.	SSK
9.2	<u>VIP Dinner In Conjunction with R10 Student Congress</u>	
a.	It was suggested that since some IEEE VIPs including the IEEE President and Region 10 Director would be here for the Student Congress, the Section should host a dinner to welcome them.	
b.	The ExCo members of each Chapter should also be invited to this dinner.	

There being no other matters, the meeting concluded at 8:40pm.

Minutes Prepared By: Jasmine Leong
Minutes Vetted By: Dr Lekha Chaisorn
Minutes Approved By: Prof So Ping Lam