

# Australian Capital Territory Section Report

## PART A - SECTION SUMMARY

### A.1 Executive Summary – (Please follow the format given below)

- **Section Executive Committee Member List**

Chair	Ross Summerfield
Vice Chairs	Fouad Karouta
Secretary	Ashley Chonka
Treasurer	Ambarish Natu
Webmaster	Atiqul Islam
Newsletter	Muhammed Pallithadathil Nazer
Educational/Student Activities	Xiuping Jia
Membership Development	Ray Tapabrata
TISP Coordinator	Dale Siver
Societies Chapter Chairs	
Antennas and Propagation (AP03)	Greg Milford
Computer Society (C16)	Shaodi You
Joint Photonics & EDS (ED15/Pho36)	Fouad Karouta
Signal Processing & Com (SP01/COM19)	Nan Yang
Geosc. and Rem Sensing (GRS29)	Huiang Zhi
Nanotechnology Council (Nano42)	Lan Fu
Computational Intelligence	Kathryn Kasmarik
Young Professionals	Quyen Do
WIE Affinity Group	Rita Brimo
Oceanic Engineering (AC)	Glenn Alcock
Students Branches Representatives	
Australian National University	Noman Akbar
ANU Councilor	Shihao Yan
UNSW-Canberra (ADFA)	Shelvin Chand
UNSW-Canberra (ADFA) Councilor	Xiuping Jia
Canberra University	Matthew Collingridge
- **Section Highlights**

In 2017 the ACT Section ExCom held four meetings (15 Feb, 2 May, 5 July and 14 Sep) along with the annual general meeting held on 30<sup>th</sup> of November.

The Section was also involved in and present at Canberra Mathematical Association Conference 2017 (20 August, 2017), holding a booth and promoting TISP among the attendees.

Furthermore, the Section held a students Congress on 6 September, 2016, attended by 20 students with a presentation about presenting science work at conferences plus a few students who shared their experience at conferences and a panel discussion. Afterwards a trivia evening was organized which was very successful.
- **Major Events (International, National)**

Ross Summerfield, Section Chair, represented the ACT Section at the R10 meeting in Chiba City, Japan in March 2017. As is usual, the Section Chair attended the Australia Council meeting on the day prior (3 March) in Chiba.

Sections Congress, held in Sydney in August, was attended by Ross Summerfield, Section Chair, and observers Vice Chair Fouad Karouta, WIE Chair Rita Brimo and
- **Major Chapter Activities**

All ACT Chapters have organised a minimum of two technical activities.

Led by the ACT Section's Young Professionals, a conference was held jointly by the ACT Section with the Canberra Mathematics Society on 19 August.
- **Major Student and Affinity Group Activities**

Students engaged in standard membership drive activities. However this year, due to coordinated university policies, the traditional recruitment barbecues were not held.

- Awards  
The Section won Outstanding Small Section Award in recognition and appreciation of valued services and contributions.

## A.2 Financial Report – (Please follow the format given below)

- Summary (as per submitted L50)  
The Section started year 2017 with total assets in bank accounts of AUD 11,805.24 and ended the year with a total asset of AUD 9,825.24, hence our balance has been relatively stable but slightly decreasing when compared to the previous 2016 year. Our main target remains to attract new members and retain existing members.
- Any other financial activities  
N/A

## PART B - ORGANIZATIONAL ACTIVITIES

### B.1 Membership Development Activities

- Total number of active members in the past 3 years.  
The total IEEE members in the ACT Section was:  
Dec 2017: 483 members and 14 affiliates  
Dec 2016: 512  
Dec 2015: 531  
The total IEEE members number shows a moderate fluctuation, however this is well below the membership drop world-wide. Work is required to stem the reduction, challenging in an area dominated by the public service.
- Summary and evidence of work done to improve the value of membership, which leads to retention and growth of members
- In all activities organised by the Section IEEE membership, benefits are exposed and especially student membership are promoted. To assist with membership development, a membership retention plan was developed. Being a forward looking plan, it is still being executed.

### B.2 Chapter Activities

- Total number of Chapters in the Section  
7
- Number of Chapters formed in the current year  
None
- Number of active Chapters (Chapters who have reported required number of meetings during the year)  
7
- Summary of Chapter activities (Chapter wise with attachment table/information)  
Summary:
  1. **Antennas and Propagation Chapter AP03**  
Chair: Greg Milford. Two technical activities seminars were organised on 1<sup>st</sup> March, and 28 August.
  2. **Computer Society Chapter C16**  
Chair: Shaodi You. Three technical activities were organised, on 8 February (a joint session with IEEE ACT WIE), 11 April and 29 August.
  3. **Photonics and EDS Chapter ED15/PHO36**  
Chair: Fouad Karouta. Three events were organised, one jointly organised with Nano Technology Council on 10 March. The other events were on 13 April and 14 December.
  4. **Nanotechnology Council**  
Chair: Lan Fu. Three activities were held on 10 March, 18 April and 15 December.

### 5. Signal Processing & Communications Chapter:

Chair: Nan Yang. Five activities were organised in 2017, on 2 February, 4 April, 1 June, 28 and 31 August.

### 6. Geoscience and Remote Sensing joint ACT and NSW Chapter

Chair: Huang Zhi. Two activities were organized on 13 June and 15 December. The former was a series of seminars.

### 7. Computational Intelligence Society

Chair: Kathryn Kasmarik. Six technical activities were organised on 25 January, 7 February, 11 and 26 August, 3 and 31 October.

## B.3 Professional and Continuing Education Activities

Summary of continuing Educational activities including conferences, technical activities, training courses, and distinguished lecture programs with attachment table / information

## B.4 Students Activities

- Total number of Student Branches in the Section  
ACT has two student branches: one at ANU and one at ADFA. Both branches are active with drives for new student members being organised. We also have active students at University of Canberra but without an official student branch.
- Number of Student Branches formed in the current year  
N/A
- Section level student activities (student congress, paper and other contests, awards etc)
- Number of active Student Branches (Student Branches who have reported required number of meetings during the year)  
2
- Summary of Student Branch activities (Student Branch wise with attachment table/information)

## B.5 Affinity Group Activities

- Young Professional (YP)  
Chair Quyen Do. Two activities were organised on 19 August and 30 October.
- Women In Engineering (WIE)  
Chair: Rita Brimo. Three activities were organised on 7 February, 6 July, and jointly the IEEE YoWIENet and UNSW Canberra YoWIE reunion dinner held on 30 October.
- Life Member

## B.6 Awards & Recognition Activities

- Award constituted by the Section  
N/A
- Please list all Awards and Recognitions received by the Section, and members in the Section, from R 10 and IEEE HQ during the year 2015  
None during the year 2015, but Outstanding Section Membership Retention Performance for 2017.

## B.7 Communication Activities (Newsletter, Home Page, E-mail etc.)

- Newsletter (name and number of issues in the year)  
None: information was propagated through an updated website.
- Home Page of the Section (give the URL and how often it is updated)  
<http://sites.ieee.org/act/>  
The site is updated as information comes to hand, including for events notification.
- Other means of contacts with Section members including social media  
IEEE e-notices and emails and website.

## **B.8 Industry Relations**

- Membership growth and retention  
The ACT Section still maintains a high percentage of its members working in industry (about 40% of the total number of Section members).
- Activities for/with industrial members

## **B.9 Humanitarian Technology Activities**

- Humanitarian Technology related activities supported by the Section including collaboration with other OUs.
- SIGHT Activities

## **B.10 Community Activities**

- IEEE Social activities (Family day, IEEE day, Engineers Week)”  
At the Annual General Meeting (November 30, 2017) we had 56 adults including partners and 16 children children of IEEE members have attended the event (and enjoyed Turkish food and drinks along a Science Show performed by Questacon (Canberra science museum), run again due to its popularity at the 2016 AGM.

# **PART C - OTHERS**

## **C.1 Special Events**

- Please briefly describe the importance of special events and the outcomes achieved  
The ACT Section’s WIE Affinity Group together with WIE and YP, worked with UNSW Canberra setting up and running IEEE YoWIENet.
- Funding secured from the IEEE and external sources including sponsorships  
The YoWIENet event was corporately funded.

## **C.2 Relationship with National and International Societies and Non-Government Organizations (NGO)**

- Nature of relationship and details of any formal agreement signed  
IEEE ACT Section maintains an excellent relation with Engineers Australia through a Section Liaison officer. There is no formal agreement at the local level although the IEEE has a national level agreement.
- Details of joint activities  
The IEEE ACT Section regularly (annually) participates in a student competition run by Engineers Australia, assisting with judging.
- Benefit to IEEE members (for example discounts, access to technical information etc.)  
Joint use of a common venue.
- Benefit to Section (for example help in membership development, venue facilities, cost saving etc.)  
Venue facilities.

### **C3. Collaboration with other IEEE Sections**

- Support extended to neighboring Sections  
Coordinated through the Australia Council, relevant activities are notified to section membership.
- Joint activities with any other Section  
GRSS operates as a joint section with NSW and its activities are coordinated for local participants across the border.

### **C.4 Support extended to Sub-sections & Society Chapters within the Section**

- Support extended for organising technical, educational and professional activities  
The Section contributed to local costs of speakers at seminars and other events of various Chapters and Affinity Groups.
- Joint activities for membership development  
The section works with the student branches to assist with membership drives.
- Support extended for the formation of a Sub-section or transition of a Sub-section into a full Section  
N/A

### **C.5 Best Practices of your Section (which you would like to share with other Sections for the benefits of members)**

N/A

### **C.6 Problems anticipated and suggestions for solutions, if any**

## **PART D - GOALS AND PLANS**

### **D.1 Continuation of project/activity in progress and their implementation plans**

The Section will continue to pay attention to the recruitment and retention of IEEE members and is happy to receive any hints in this matter.

### **D.2 Goals and Future Plans**

The ACT Section is a modest Section situated in a territory counting less than half million population and therefore the Section is quite happy with a total number of members just greater than 500.

### **D.3 Any innovative ideas to make IEEE more creative and value added for sustaining the membership retention and recruitment goals.**

The ACT Section follows the outline and instructions the Membership Development Team from their meetings and gives consideration to what might work and what will engage our membership. We still maintain the loyalty program and preparing the existing members who qualify to move the different levels within the IEEE societies, such as Member to Senior Member and Fellows. ACT Section learns and try's new options to help with recruitment. One of these options included an ongoing pilot of working with industry to try to encourage more STEM recruitment through some schools.

### **D.4. Business Plan for Sustainable Growth and Financial Stability.**

The ACT Section has maintained financial stability over at least the past 5 years, with a maintained reserve, set aside to aid a major conference.

Pending support, the section is proposing to bid for the 2019 SYW Conference. This should boost the section's finances, allowing a significant injection into a major membership recruitment drive, coupled with a significant STEM focus, with particular emphasis on seeking better gender balance in the latter part of 2019 and 2020.