

## Minutes of the 2<sup>nd</sup> Meeting of the IEEE Power Engineering Chapter 2004 Committee, Singapore

Date: 25 February 2004, Wednesday  
Time: 6:30-8:30 PM  
Venue: NETS Restaurant, Ngee Ann Polytechnic

### Present:

Dr. Rajnish Gupta (RG) - Chairman  
Dr. Chen Shiun (CS) - Secretary  
Mr. Teh Gek Huat (TGH) - Treasurer  
Dr. Lalit K. Goel (LKG) - Member  
Mr. Seow Kang Seng (SKS) - Member  
Dr. Govinda B. Shrestha (GS) - Member  
Mr. Tan Teck Lee (TTL) - Member  
Dr. Deepak Waikar (DW) - Member

### Absent with apologies:

Dr. M.H. Haque (MHH) -Dy Chairman  
Dr. Dipti Srinivasan (DS) - Member

	Items	Action by
<b>1</b>	<b>Confirmation of Minutes of the 1<sup>st</sup> Meeting</b>	
1.1	The minutes of the 1 <sup>st</sup> meeting held on 15 <sup>th</sup> January 2004 was confirmed with the following corrections: <ul style="list-style-type: none"><li>• Item 4.3, the conference acronym should be ICIEA2004.</li><li>• Item 6.1 should read "Dr. Goel informed the committee that Mr. Sim Wee Meng has offered to conduct a technical talk on the design of electrical power systems in the NEL (North East Line) train system. Mr. Seow will explore if it is possible to conduct this seminar in February 2004."</li><li>• Item 6.2 should read - "Dr. Goel informed the committee that a proposed talk in 2003 by Prof. Liew was not held. Mr. Seow shall liaise with Prof. Liew to seek the possibility of organizing the talk this year."</li><li>• Item 15.3 - The word "dully" was misspelled and should be corrected to "duly".</li></ul>	Info
<b>2</b>	<b>Matter Arising from the 1<sup>st</sup> Meeting</b>	
2.1	Chairman informed the committee that Mr Sim Wee Meng has expressed his willingness to join the committee. Chairman thereby proposed to co-opt Mr Sim to the 2004 Committee. All committee members concurred to his proposal. Hence, the 2004 Committee consists of the following members:  Dr. Rajnish Gupta (RG) - Chairman Dr. M.H. Haque (MHH) -Dy Chairman	Info

Dr. Chen Shiun (CS) - Secretary  
 Mr. Teh Gek Huat (TGH) - Treasurer  
 Dr. Lalit K. Goel (LKG) - Member  
 Mr. Seow Kang Seng (SKS) - Member  
 Dr. Govinda B. Shrestha (GS) - Member  
 Dr. Dipti Srinivasan (DS) - Member  
 Mr. Tan Teck Lee (TTL) - Member  
 Dr. Deepak Waikar (DW) - Member  
 Mr. Sim Wee Meng (SWM) - Member

- 2.2 Chairman proposed to include Mr. Sim into the Technical Activities sub-committee as person in-charge of technical visits. Dr. Goel proposed to include Mr. Sim into the Awards sub-committee as well. All present agreed to the proposals, and the sub-committees and the member(s) are now as follows:

<u>Sub-committee</u>	<u>Members</u>
Technical activities	SKS (Chair), MHH, DS, SWM
Social activities	GS (Chair), MHH
Awards	LKG (Chair), SKS, GS, SWM
Memberships	DW (Chair), TTL
Website	CS
GOLD Program	TTL
Student Liaison	DS (Chair), LKG
Women in Engineering	DS

- 2.3 The probable DLP by Prof. Mohammad Shahidehpour of Illinois Institute of Technology, Chicago, IL, USA has been dropped since he is not traveling to Singapore.

### 3 Chairman Reports

- 3.1 During the IEEE Section committee meeting, the Section Chairman mooted the idea of section paying the IEEE membership due of the committee members, instead of giving appreciation gift during the AGM. This matter was discussed in the Power Chapter committee. All committee members were not in favour of this suggestion.

- 3.2 Chairman has obtained the latest chapter membership list from the section and there are currently 94 members in the local power chapter. The committee deliberated on ways to develop membership of the chapter.

- Dr. Shrestha expressed concern that majority of the members are not interested in activities organized by the chapter.
- Mr. Seow said that quite a number of members are mainly interested in the publications that come with the membership.
- Dr. Waikar suggested opening chapter activities to non-members. However, his suggestion was not favoured by other committee members, who indicated that this would dilute the benefits of being a member.

- It was decided to leave this matter to the Membership subcommittee to work out some measures to promote chapter membership. Everyone present also agreed that it would be more fruitful to target at existing IEEE members to join the chapter rather than bringing in new IEEE members.

- 3.3 Chairman informed the committee of a request from Singapore Polytechnic for support of an award to be given to a selected graduating student. The committee agreed to sponsor a \$200 award to the top student, with power subjects, in the program of Diploma in Electrical and Computer Control Engineering (DECE). Treasurer was thereby requested to prepare a cheque for this award, and Chairman shall reply to the Polytechnic accordingly. TGH, RG
- 3.4 Chairman informed the committee that from the list of DLP's speakers that was circulated through email, John Casazza is preferred by the committee. Chairman has also indicated to the Region 10 coordinator, Dr. Subrata, of our preference for a 1-day tutorial. RG
- 3.5 An earlier proposed DLP lecture by Dr. Brian Stott that did not materialized because the speaker is traveling to Australasia, may now be possible towards the later part of this year. Dr. Goel however cautioned that the PES HQ generally does not support more than one DLP per year for each chapter. Info
- 4 Conferences**
- 4.1 **PowerCon2004:** Dr. Goel reported that the organization of Powercon2004 is progressing well. About 120 abstracts have been received so far. He requested members to support this conference by submitting papers and to use their contacts to invite more contributions. He highlighted that special "practical" sessions have been planned to better cater to the needs of practicing engineers. The conference has also been awarded a total of 28 PDU points by the PE Board. An advertisement has appeared in the January issue of the IEEE Power and Energy Magazine. The conference organizing committee is also soliciting potential technical and social visits, and inviting exhibitors. Members are requested help in publicizing this conference. Info
- 4.2 **ICIEA2004:** Mr. Seow informed the committee that the earlier report that the organizing committee has been disbanded was incorrect. The committee shall remain with Mr. Seow as the conference co-chairman and the organizing efforts shall continue, beginning with the opening of a bank account. The conference, originally scheduled for 2004 has now been postponed to 2006. Info
- 5 Technical Activities**
- 5.1 Mr. Seow consulted Mr. Sim Wee Meng to conduct a technical talk on the design of electrical power systems in the NEL (North East Line) train system. Mr. Sim has agreed and suggested to have it in June. Committee members commented that it may be difficult to get sizeable audience during the school holidays. Mr. Seow shall discuss with Mr. Sim to delay the seminar to July 2004. SKS

5.2	Mr. Seow reported that he has contacted Prof. Liew for the possibility of delivering a seminar this year. Prof. Liew has yet to commit to any talk and Mr. Seow shall follow up with Prof. Liew and report to the committee in the next meeting.	SKS
5.3	Chairman and Mr. Seow opined that more technical seminars should be organized for this year. The Technical Activities sub-committee urges members to contribute ideas for technical visits and technical talks.	All
5.4	Chairman suggested conducting a seminar on renewable, solar energy and he shall seek out a speaker for this seminar.	RG
5.5	Mr. Seow requested members to contribute ideas for technical visits. Dr. Goel suggested a technical visit to look at the electrical design of a high-rise building such as the Westin Hotel.	All
5.6	Dr. Waikar suggested holding some short courses or workshops and members are urged to email any suggestion to Mr. Seow.	All
<b>6</b>	<b>Report by Social Activities Sub-committee Chair</b>	
6.1	Dr. Shrestha reported that no social activity has been planned till date. The committee suggested to organize a function in July 2004. Dr. Shrestha requested members to email ideas to him.	GS, All
<b>7</b>	<b>Report by Awards Sub-committee Chair</b>	
7.1	Chairman informed the committee that he has sent out the necessary forms and reports related to the high performing chapter award.	Info
7.2	Dr. Goel informed the committee that Region 10 coordinator, Terence Law, has nominated our chapter for the outstanding chapter (small chapter) award. Dr. Goel added that he has been approached by Terence Law to provide a more detailed write-up of the chapter activities in 2003. He shall submit the write-up in due course.	Info
<b>8</b>	<b>Report by Memberships Sub-committee Chair</b>	
8.1	Dr. Waikar suggested that non-IEEE members should be allowed to the Power chapter events. Everyone present agreed that we should consider this for certain special events, in an effort to attract new members.	Info
<b>9</b>	<b>Report by Webmaster</b>	
9.1	Dr. Chen informed the committee that he was working with IEEE HQ to enable the particulars of those registering online to be compiled into a database automatically. He shall report to the committee at the next meeting on the effectiveness of this feature. The database can be used for membership promotion or other purposes.	CS
<b>10</b>	<b>Report on GOLD Program</b>	
10.1	Mr. Tan informed the committee that a GOLD function, IEEE GOLD Cocktail Nite, has been organized for Friday, 12 <sup>th</sup> March 2004 at Le Meridian Hotel.	Info

It comprises of a seminar by Mr. Inderjit Singh on entrepreneurship and a concurrent exhibition on funds, courses and subsidies available in Singapore. Refreshment would be served from 7:00pm. Question and answer session shall follow the seminar until 9:00pm. The exhibition would start at 7:00pm up to 10:00pm. To date, two organizations have confirmed participating and they are EDB (Economic Development Board) and ERC (Entrepreneur Resource Centre).

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|-----------|--|-------------|
| 10.2      | Dr. Goel suggested that we should approach the IEEE Singapore Section to co-organize this event and share 50% of the cost. Chairman and Mr. Tan shall write to the section to seek their cooperation.  | RG, TTL     |
| 10.3      | Mr. Tan suggested that in view of the "cocktail nite", soft drinks are to replace coffee and tea. This would raise the cost from \$20/pax to \$23/pax inclusive of 3 snacks.   | TTL         |
| 10.4      | Mr. Tan suggested shirt and tie attire for committee members attending this function so that they can be recognized by the participants. Chairman encouraged members to mingle with the participants and to invite them to join the chapter.   | All         |
| 10.5      | Mr. Tan requested assistance to publicize this event to new graduates. Dr. Goel shall publicize to all NTU students and alumni while Dr. Srinivasan shall do likewise for NUS. Chairman shall request the section to announce this event through their fortnightly email broadcast.  | LKG, DS, RG |
| 10.6      | Mr. Tan commented that a minimum number of 50 participants have been committed to the hotel with the possibility of increasing it up to 100. Mr. Tan was advised to explore contingency plan should there be a large number (>100) of registrants. Mr. Tan shall consult the hotel and inform the committee accordingly via email. | TTL         |
| 10.7      | Mr. Tan requested a plaque to be made for the speaker. Mr Teh shall draft the writings and confirm with Mr. Tan before ordering a plaque. A budget of \$50 has been allocated for the plaque.  | TTL, TGH    |
| <b>11</b> | <b>Report by Student Liaison Sub-committee Chair</b>   |             |
| 11.1      | There is no student related matter reported at the meeting.  | Info        |
| <b>12</b> | <b>Report by Women in Engineering Sub-Committee Chair</b>  |             |
| 12.1      | There is no Women in Engineering related matter reported at the meeting.   | Info        |
| <b>13</b> | <b>Treasurer's Report</b>  |             |
| 13.1      | Treasurer tabled the budget proposal for 2004. Total expenditure is projected to be \$56,600 including \$30,000 seed money for organizing the Powercon2004. Income is estimated to be \$19,500 with an initial budget deficit of \$37,100, which includes the \$30,000 Powercon2004 seed money.                                    | Info        |
| <b>14</b> | <b>AOB</b>   |             |

14.1 Dr. Goel informed the committee that NUS has revised the rules for IEEE Power Engineering Chapter Gold Medal & Book Prize and they would like to obtain approval from the Chapter. Chairman shall vet the revised rules and make decision on accepting the new rules.

RG

The tentative date of the next committee meeting is Thursday, 8<sup>th</sup> April 2004.

There being no other matters, the meeting ended at 8:30 pm.

Recorded by: Dr. S. Chen

Vetted by: Dr. Rajnish Gupta