

## Minutes of the 1<sup>st</sup> Meeting of the IEEE Power Engineering Chapter 2005 Committee, Singapore

Date: 13 January 2005, Thursday  
Time: 6:40 PM  
Venue: Singapore Polytechnic Staff Centre

**Present:**

Dr. Rajnish Gupta (RG) - Chairman  
Dr. M.H. Haque (MHH) -Dy Chairman  
Dr. Chen Shiun (CS) - Secretary  
Mr. Teh Gek Huat (TGH) - Treasurer  
Mr. Seow Kang Seng (SKS) - Member  
Dr. Govinda B. Shrestha (GS) - Member  
Dr. Dipti Srinivasan (DS) - Member

**Absent with apologies:**

Dr. Lalit K. Goel (LKG) - Member  
Dr. Lie Tek Tjing (LTT) - Member  
Mr. Tan Teck Lee (TTL) - Member  
Dr. Deepak Waikar (DW) - Member

Items	Action by
<b>1 Welcome Address by Chairman</b>	
1.1 Chairman welcomed the members of the Power Engineering Chapter 2005 Committee. He thanked the members of the 2004 Committee for their invaluable contributions.	Info
<b>2 New Committee Members and Duty Allocation</b>	
2.1 Chairman proposed to co-opt Dr. Shrestha, Mr. Seow and Dr. Lie to the 2005 Committee. All committee members concurred to his proposals. Hence, the 2005 Committee consists of the following members:  Dr. Rajnish Gupta (RG) - Chairman Dr. M.H. Haque (MHH) -Dy Chairman Dr. Chen Shiun (CS) - Secretary Mr. Teh Gek Huat (TGH) - Treasurer Dr. Lalit K. Goel (LKG) - Member Dr. Lie Tek Tjing (LTT) - 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	Info
2.3 Chairman shall write to Mr. Sim Wee Meng to see if he wishes to be involved with the 2005 committee. Due to his busy schedule in 2004, Mr. Sim was not able to participate in many of the activities.	RG
2.4 Eight sub-committees were formed to look after various activities of the	Info

Chapter. The sub-committees and the member(s) are as follows:

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

### **3 Confirmation of Minutes of the 6<sup>th</sup> Meeting of 2004 Committee**

- 3.1 The minutes of the 6<sup>th</sup> meeting of 2004 Committee held on 25<sup>th</sup> Oct 2004 was confirmed without any amendment. Info

### **4 Matters Arising From the 6<sup>th</sup> Meeting of 2004 Committee**

- 4.1 Mr. Teh reported that the IEEE Section Treasurer has issued a revised cheque for the High Performing Chapter Award that was given to our chapter. The money has been deposited into the chapter account before end of 2004. Info
- 4.2 Dr. Haque reported that the seed money and profit sharing from IPEC2003 has not being disbursed to the chapter as the conference account has not being closed. Info

### **5 Chairman's Report**

- 5.1 Chairman reported that he has submitted the annual chapter report to Mr. Terence Law, the Region 10 representative that is overseeing the chapters in Singapore, Australia and New Zealand. Info
- 5.2 Chairman informed the committee that Dr. Haque has been nominated as the chapter representative for IPEC2005. The IPEC2005 Organizing Committee Chairman had requested the Chapter to help in opening a bank account for use by the conference. After obtaining approval from committee members through email, the Power Chapter Chairman has accepted the request. Info
- 5.3 Chairman informed the committee that the first section meeting is scheduled on 27<sup>th</sup> January 2005. Info
- 5.4 Chairman informed the committee that the IEEE Singapore Section has adopted a new practice on approval process of conference budget. Instead of tabling the conference budget at the section meeting, a Section Conference Coordinator has been nominated to oversee the conference budget approval process. The person shall scrutinize the budget before circulating it to all voting members for approval via email. Dr. Wang Dan Wei has kindly agreed to be the conference coordinator for 2005. Info

### **6 Technical Activities**

6.1	<b>PowerCon2004:</b> Dr. Gupta reported that the conference has been an overwhelming success. About 410 delegates registered for the conference.	Info
6.2	<b>IPEC2005:</b> Mr. Seow informed the committee that due to the reduction in the number of parties having financial stake in IPEC2005, the conference organizing committee has requested raising the seed money from the usual \$7,000 to \$10,000. The committee has accepted the request and Mr. Teh shall issue a cheque for this seed money.	TGH
6.3	The Chairman urged the members to contribute ideas for technical visits and technical talks.	All
6.4	Dr. Shrestha offered to present his panel discussion paper on "Transmission Planning in Deregulated Environment" after he returns from the IEEE PES General Meeting to be held in June 2005. A tentative date of end July or early August is set for this talk.	LTT, GS
6.5	Mr. Seow suggested technical talk and/or visit to hospital electrical supply system. He shall try to arrange for this event.	SKS
6.6	Other ideas proposed include the design of energy management system in hotel (possible Grand Hyatts or Suntec) and electrical system of off-shore oil platform. Mr. Seow shall explore these ideas through his contacts.	SKS
<b>7</b>	<b>Social Activities</b>	
7.1	The committee decided to hold three social activities this year: A social function for all chapter members, a committee member dinner, and a year-end dinner for all members.	Info
7.2	With the aim to attract more participation, Dr. Gupta suggested to fix tentative dates for these activities as follows <ul style="list-style-type: none"> <li>• Social function - 1<sup>st</sup> April 2005</li> <li>• Committee dinner - 29<sup>th</sup> July 2005</li> <li>• Annual dinner - 25<sup>th</sup> November 2005</li> </ul>	Info
<b>8</b>	<b>Awards</b>	
8.1	Dr. Gupta reported that he shall work with Dr. Goel to prepare the application for the High Performance Chapter Award. The deadline of nomination for High Performance Chapter Award is 31 <sup>st</sup> January 2005.	RG, LKG
<b>9</b>	<b>Memberships</b>	
9.1	There is no related matter reported at the meeting.	Info
<b>10</b>	<b>Website</b>	
10.1	Dr. Chen informed the committee that he shall put forward the chapter web site for a web site competition held by the PES HQ. The judging will be done in the first half of March 2005 and the result will be announced soon after.	Info

- 10.2 Dr. Chen suggested publishing information on the sponsorships or charities undertaken by the chapter. He is still looking for more details on the various charities that the chapter was involved. He requested all members to supply him with any useful information. CS, All
- 11 GOLD Program**
- 11.1 There is no related matter reported at the meeting. TTL
- 12 Student Liaison**
- 12.1 There is no related matter reported at the meeting. Info
- 13 Women in Engineering**
- 13.1 There is no related matter reported at the meeting. Info
- 14 Treasurer's Report**
- 14.1 Mr. Teh presented the chapter's income and expenditure for 2004. The chapter has spent about \$10,000 for its activities and charities in 2004. Info
- 14.2 Mr. Teh also circulated a draft budget for 2005. Several items were revised, notably raising the amount for social activities from \$2,000 to \$3,000 and GOLD Program from \$2,000 to \$5,000. Mr. Teh shall table the revised budget in the next meeting. TGH
- 15 AOB**
- 15.1 Mr. Seow informed the committee that the Singapore National Library Board has recently set up a section on engineering in the National Library. IES is sponsoring reference books and magazines to the tune of \$20,000. He proposed to the chapter to consider sponsoring IEEE reference books "Coloured books" that are related to power engineering. Other members expressed concerns that the amount can be significant and Mr. Seow is advised to work out a tentative sum for discussion in the future meeting. SKS
- 15.2 Chairman and Treasurer have once again pledged to apply for senior membership at the soonest. RG, TGH
- 15.3 Inline to setting tentative dates for social activities, the committee decided to fix tentative dates for all committee meetings in 2005. It was decided to have another five administrative meetings in 2005. Dr. Gupta and Dr. Chen are tasked to draw up the tentative dates for the meetings. RG, CS
- 2<sup>nd</sup> March 2005
  - 12<sup>th</sup> May 2005
  - 21<sup>st</sup> July 2005
  - 15<sup>th</sup> September 2005
  - 10<sup>th</sup> November 2005

The tentative date of the next committee meeting is Wednesday, 2<sup>nd</sup> Mar 05.

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

Recorded by: Dr. S. Chen

Vetted by: Dr. Rajnish Gupta