

minutes

Annual General Assembly of the IEEE Switzerland section		
4.25.2018	15:00	Campus Biotech, Geneva
Meeting called by	Maria-Alexandra Paun	
Note taker	Ben Bowler	
1. Acceptance of agenda		
The meeting agenda was unanimously accepted.		
2. Acceptance of minutes of last Annual General Assembly		
Discussion		
The minutes of the previous meeting were unanimously accepted		
Conclusions		
None		
3. Report from the Chair		
Speaker	Maria-Alexandra	
Discussion		
<p>Maria-Alexandra gave a short introduction of herself and of the IEEE Switzerland section. She highlighted member numbers by category, type of membership, and technological focus. She noted the low representation of women in the IEEE Switzerland section. She highlighted upcoming events and encouraged members to submit ideas for future events. She encouraged members to join the IEEE Collabratec platform [link].</p> <p>In 2017 IEEE Switzerland organised 38 events. Maria-Alexandra highlighted two events for particular mention: The 'Celebration of IEEE' event, and the IEEEExtreme programming competition. The Celebration of IEEE event was dedicated to women in engineering. The IEEEExtreme programming competition comprised more than 8000 participants worldwide – the EPFL team won.</p> <p>Three new fellows were appointed in Switzerland in 2018:</p> <ul style="list-style-type: none">• Pascal Frossard, EPFL Lausanne• Habib Zaidi, Geneva University Hospital• Anastasia Ailamaki, EPFL Lausanne <p>Maria-Alexandra noted that the Swiss Section received the following medals during the year:</p> <ul style="list-style-type: none">• Gold medal for membership recruitment and retention• Silver medal for membership retention <p>Maria-Alexandra went on to highlight where IEEE Switzerland will provide technical co-sponsorship for conferences in 2018, and highlighted the benefits of doing so:</p> <ul style="list-style-type: none">• Crypto Valley Blockchain conference 2018 Zug, Switzerland, 20-22.06.2018, https://www.cryptovalleyconference.com/• ISPDC 2018 Geneva, Switzerland, 25-28.06.2018, http://lsds.hesge.ch/ISPDC2018• RTSI 2018 Palermo, Italy, 10-13.09.2018, http://rtsi2018.ieeesezioneitalia.it/		
Conclusions		
None		
Action Items	Owner	Deadline
None		
4. Treasurer's report		
Speaker	Maria-Alexandra Paun (on behalf of Danilo Zanata)	

minutes

Discussion		
<p>IEEE Switzerland received the highest possible rebate for 2017. The section overspent during the financial period as it held more technical events than expected (11,700.09 CHF). For 2018, an overspend of 6,500 CHF is forecast. The section has reserve funds available that will be used to cover the overspend – the reserve in place at end 2017 is CHF 68,102.39. A question was raised regarding the speed of reducing the reserve. Outturn costs for events will be reviewed at end 2018 and a decision taken about use of the reserve for 2019 events at this point.</p> <p>A question was raised about fees for events. Maria-Alexandra confirmed that the majority of events are free for IEEE members. Some events charge a nominal fee to help cover the costs of events.</p> <p>A comment was made about use of the rebate. It was proposed that the section should be reinvesting the rebate in promotion of IEEE membership among students and younger members in order to sustain membership levels and ensure that the age profile of the section was balanced</p> <p>The treasurer's report was unanimously approved.</p>		
Conclusions		
<ul style="list-style-type: none">• EXCOM to monitor reduction of reserve and review at end-2018• Section should promote membership among students and younger members		
Action Items	Owner	Deadline
5. Chapter and affinity group reports		
Speaker	Maria-Alexandra Paun	
Discussion		
<p>There were short summaries of the chapter and affinity group activities during 2017:</p> <ol style="list-style-type: none">1. IEEE Switzerland Chapter on Digital Communication Systems2. AP/MTT/EMC Joint Chapter3. IEEE Student Branch at EPFL4. IEEE Electron Devices Society5. Life Members Affinity Group <p>Slides will be made available online along with the AGA minutes.</p> <p>Notable items listed below:</p> <ul style="list-style-type: none">• DCS chapter has been extended to include Information Theory Society; new bylaws have been approved.• Student Branch: Mathieu Coustans explained the new committee members, including the new chair (Gabriel Laupre) and secretary. A Stammtisch was proposed by Hugo Wyss, to take place at EPFL – Mathieu is investigating in more detail.• Maria-Alexandra proposed that Mathieu becomes a 'member at large' of Excom. Urs highlighted that the position will need to be formalised at next year's Excom (election only takes place every two years).		
Conclusions		
None – information item		
Action Items	Owner	Deadline

minutes

5. Any other business

Slides will be made available online along with the AGA minutes.

None – information item

Action Items	Owner	Deadline