



# Systems Engineering Society of Australia

## Minutes of General Meeting

<b>Date</b>	Wednesday 3 <sup>rd</sup> June 2020	
<b>Time</b>	4:00pm – 5:00pm AEST	
<b>Location</b>	WebEx Events – please see below for dial in information	
<b>Attendees</b>	Bill Parkins (President)* John Nasr (President Elect) * David Peterson (Treasurer/Secretary) * Yarlini Aravinthan Eduardo Bellon Wayne Biden Allan Birch Jawahar Bhalla Chris Browne Michael Cribbs John Deere Stephen Forbes-Wilson Ivy Fu Richard Fullalove Grant Garraway Wolf Getto Michael Hall Tommy Heyser Stephen Hughes Vernon Ireland Ady James Duncan Johnston Edmund Kienast Grace Kennedy Donald Lowe Stephen Lohning Thomas Manley	Fergus McCowan Soumitra Niyogi David Orr Warren Osbourne Robert Relf John Risson Emma-Rose Tildesley Reza Rudd Will Scott Bhavesh Shah Parry Shah Bradley Spencer Vilay Soukhavong Mikaela Stewart Brendyn Williams Helen Williams Ed Valvasori  <b>EA Staff:</b> Karen Barletta (Senior Learned Society Advisor) Jessica Casha (Learned Society Advisor) Yolanda Santo (National Events)
<b>Apologies</b>	Ruben Welschen Ray Hentzschel Carly Edwards	

*\*Presenter at the General Meeting*

<b>1.0</b>	<p><b>Welcome and Apologies</b></p> <p>The President opened the meeting at 16:02 AEST acknowledging the traditional custodians of the land and paid respects to the Elders, both past, present and emerging. The President thanked all for their attendance and apologies were noted as above.</p>
<b>2.0</b>	<p><b>Introductions and Housekeeping</b></p> <p>The President introduced the presenters and provided general housekeeping notes for the virtual meeting.</p>
<b>3.0</b>	<p><b>Confirmation of 2019 AGM Minutes</b></p> <p>The President advised that the Minutes of the previous meeting in 2019 had been issued to all SESA members via email.</p> <p>The President then invited the meeting to advise if any corrections were required to the previous Minutes. No corrections/comments received.</p>
<b>4.0</b>	<p><b>SESA Annual Report &amp; President's Report</b></p> <p>The President spoke to his report as attached to the Agenda. He thanked the management committee members and volunteers for their contribution to SESA over the past year. During his briefing, he noted:</p> <ul style="list-style-type: none"> <li>• The launch of a newly design website</li> <li>• Updates on the Corporate membership strategy</li> <li>• SESA memorabilia from previous Presidents is being collected to provide a digital library and celebration of SESA's Silver anniversary in 2020. If possible, a face to face dinner will be scheduled late in the year in conjunction with ASEW to celebrate the Silver anniversary in 2020.</li> <li>• The development of a three-year rolling plan, involving state leaders and committees, with achievable goals at the one, two- and three-year marks.</li> <li>• The launch of a pilot mentoring program with 60 respondents to date, led by Chris Browne and Mikaela Stewart.</li> <li>• Two members are being supported by SESA to attend the virtual Technical Leadership Institute (TLI) in 2020. They will be launching into the program as Cohort six at IS 2020 in July. The President wished them luck.</li> </ul> <p>The President spoke to the event highlights from 2019-2020 and noted:</p> <ul style="list-style-type: none"> <li>• SESA received the Gold Circle Award at the IS 2019 symposium in Florida.</li> <li>• The ASEW Conference, held in Melbourne in October 2019, was highly</li> </ul>

	<p>successful. During this time a SESA Management Committee Strategic Planning meeting was held. There were also External Engagement meetings with stakeholders and guest speakers.</p> <ul style="list-style-type: none"> <li>• IW 2020 was held in Torrance where Kerry Lunney was announced as the INCOSE President and the Telecomms working group received an Outreach Award.</li> <li>• Following COVID-19, SETE 2020 was postponed and will now be delivered as a virtual forum in the coming weeks. ASEW has been scheduled for October 2020 but pending travel restrictions, this may also be a virtual event. SETE 2021 will be held in conjunction with Integrated Project Engineering Congress (IPEC) 2021 in Brisbane in late May.</li> </ul> <p>The President spoke to his tenure as President and noted:</p> <ul style="list-style-type: none"> <li>• There have been strong connections with INCOSE and EA during his term and continued success delivering events. He noted the planning and operation challenges between expectations and what is achievable.</li> <li>• Looking forward to expanded outreach opportunities, new leadership talent, expansion to other industries through the Domain Leads, and a review of the MOU between EA and INCOSE.</li> </ul>
	<p><b>President Elect’s Statement of Intent</b></p> <p>The President Elect spoke to his report attached to the Agenda. He thanked the President for his devoted leadership and encouraged members to reach out with any questions they may have.</p> <p>During his briefing he spoke about his four simple objectives to frame his efforts and intent with the new Executive Committee including:</p> <ol style="list-style-type: none"> <li>1. <i>Increase member engagement and perception of value</i></li> <li>2. <i>Leverage relationships with INCOSE and EA to deliver value to members</i></li> <li>3. <i>Improve Diversity and Inclusion in membership and events.</i></li> <li>4. <i>Simple, transparent and ethical leadership and governance of member funds.</i></li> </ol>

<p><b>5.0</b></p>	<p><b>SESA Executive Committee</b></p> <p>The President Elect spoke to the revised SESA Executive Committee including the roles and responsibilities. He advised that a call for nominations will be sent to all SESA members 4 June 2020. Key points to note as follows:</p> <ul style="list-style-type: none"> <li>• The structure of the committee will be moving into a formal two-layer structure comprising of an Executive Committee and working groups. Elected members will be driving the initiatives and will aim to build up a network of working groups to deliver the activities.</li> <li>• A simple and decentralised budget with delegations to the Domain leads to assist in their goals.</li> <li>• National Domain Leads will work within the local level of their domain and take advantage of the local knowledge.</li> <li>• Feedback and questions are welcomed.</li> </ul>
<p><b>6.0</b></p>	<p><b>Financial Report</b></p> <p>The Treasurer provided a brief introduction and thanked the President and the previous Treasurer for their support and advice. He spoke to his report as attached to the Agenda and discussed the previous year’s audited financial reports and current financial position of SESA in detail. He noted:</p> <ul style="list-style-type: none"> <li>• The 2019 financial year has reported an operating loss.</li> <li>• Expenditure had risen slightly due to conferences, the lower exchange rates in the AUD/USD and the international travel related to the TLI.</li> <li>• The current drivers are from the membership income.</li> <li>• COVID-19 will change the finances for 2020 especially with the cancellation of SETE 2020, fluctuations in exchange rates and international travel not being possible at this time.</li> <li>• Membership fees will remain the same and have done so since they were lowered in 2018.</li> <li>• Expected risks from COVID-19 will be looked at including the many affects it will have on the organisation in the future.</li> <li>• The budget for the 2020/2021 FY will be agreed on by the new committee in due course and will examine the impacts of COVID-19 on the long-term financial sustainability of SESA.</li> <li>• SESA are in a strong financial position and have a significant amount of member’s fund at hand to assist SESA into the future.</li> </ul>

7.0	<p><b>Membership Report</b></p> <p>The Secretary spoke about the status of the overall SESA membership. He noted that total membership was now more than 682 and the two largest chapters are NSW and Victoria. He noted that 89% of the current members are male and 11% are female. That this is reflective of the community but encouraged all members to continue to focus on increasing and driving the importance of diversity and inclusion within SESA and the community.</p>
8.0	<p><b>Professionalisation Report – CASE Program</b></p> <p>The President spoke about the professionalisation report on the CASE Program attached to the Agenda. He noted:</p> <ul style="list-style-type: none"> <li>• Since CASE began it has made good progress processing applications, especially integration and financial rationalisation of pathways to CPEng and CSEP.</li> <li>• Thanked the volunteer CSEP Application Reviewers (CARs) involved, who were listed in the report and presentation.</li> </ul>
9.0	<p><b>Other Business and Questions</b></p> <p>The President opened the meeting up to address any questions from members, noting that some may be taken on notice. The following questions were raised:</p> <ul style="list-style-type: none"> <li>• <i>Will the new Executive Committee have an association with Internet of Things AA workgroups?</i> The President Elect noted that it is not specifically outlined in the roles, but a critical role of the Technical Director is building the networks and connections with groups that are of similarity.</li> <li>• <i>Another organisation, International Institute of Business Analysis (IIBA) has lots of parallels with Systems Engineering, is there any plans to link up to this organisation as well?</i> The President Elect noted that nothing specific has been planned but is looking at organisations that can provide the best value. Contacts in this organisation would be helpful.</li> <li>• <i>Curious as to the intent and demarcation of the Domain Leads as opposed to the INCOSE working groups. In particular, the Telecommunications working group and the Telecommunications Domain Lead. Perhaps you could articulate the intent and role description of the Domain Leads (and how they might overlap)?</i> The President Elect noted that Domain Leads will allow the group to connect with the ongoing and continuous work of the international group. This role would also be actively involved in the Australian working group and bring both perspectives back to the role.</li> </ul>

	<ul style="list-style-type: none"> <li>• <i>If the end of the financial year is 30 June, is there any reason why the GM is not within 5 months (by 30 November) as is more common practice?</i> The President noted that the GM is traditional in conjunction with SETE in May but will take the query on notice for further discussion on when the meetings are held.</li> <li>• <i>How can we better demonstrate our SESA membership? For example, SESA-specific membership certificate.</i> The President agreed to take question on notice but noted that one of the initiatives moving forward, as part of the review of the MoU and discussions of who SESA is, is how to relate and understand both the EA and INCOSE entities and how to leverage benefits for SESA.</li> <li>• <i>Mentioned the path for Chartered was 'easier' going CSEP to CPEng with EA accepting the CV writeup for the CSEP. If a member could go down the EA Chartered path via interview, do you think it would be easier to do that first?</i> The President agreed to take the question on notice to be able to provide a detailed answer.</li> <li>• <i>There appears to be a healthy build-up of reserves, is there now opportunity to invest in review/improvement of the Body of Knowledge and Basic Training (e.g. Systems Engineering 101). And particularly in the Transport Infrastructure sector?</i> The President Elect noted that the Technical Director, the working group and other Domain Leads will work together to focus on improving engagement, and leverage on working with other organisations to create content. It is important to determine what is most valuable to members first and look at the content to begin framing it around that.</li> <li>• Several members thanked the President for his leadership over the last two years.</li> </ul>
<b>10.0</b>	<p><b>Meeting Closed</b></p> <p>With no further business noted, the President thanked the members of attending and their contributions over the years. He thanked EA Staff for their assistance and closed the meeting at 17:03 AEST.</p>