



Systems Engineering Society of Australia Minutes of General Meeting

Date	Wednesday 16 June 2021	
Time	1730-1830 AEST	
Location	Via WebEx Events	
Attendees	<p>John Nasr (President)* Don Lowe (Deputy President) * James Carroll (Deputy Treasurer) * Jawahar Bhalla (Technical Director) * Emma-Rose Tildesley (Communications & Engagement Lead) * Ruben Welschen (Transport & Cities Lead) * Thomas Manley (Telecommunications & Cybersecurity Lead) * Martin Griffin (Defence & Aero Lead) * Wayne Biden (CASE Program Manager) * Elvis Adamson Allan Birch Marion Carrabin Mike Cribbs Cyrus Dorosti Lee Eldridge Ray Hentzschel Charles Homes Simon Hutton Rainer Iagnetik Grace Kennedy</p>	<p>Stephen Lohning Kerry Lunney Abid Mehmood Ryan Messina Miro Miletic David Orr Alex Parkinson Michael Parnell Sandeep Paudel Andy Petrie Ranjan Sadhu Andrew Sarah Matthew Short Shaunak Shroff Jeremy Smith Pieter Stoltz Allen Tam Brendyn Williams Jessica Casha (Learned Society Senior Advisor) Rebecca Downie (National Events)</p>
Apologies	<p>Helen Williams (Chief Value Officer) David Peterson (Treasurer) Greg Reid Amanpreet Singh Ashlea Malloy</p>	

***Presenter at the General Meeting**

1.0	<p>Welcome and Apologies</p> <p>The President opened the meeting at 17:35 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>
2.0	<p>Introductions and Housekeeping</p> <p>The President introduced the members presenting the General Meeting and provided general housekeeping notes for the virtual meeting.</p>
3.0	<p>Confirmation of 2020 AGM Minutes</p> <p>The President advised the Minutes of the previous meeting in 2020 had been issued to all SESA members.</p> <p>The President then invited the meeting to advise if any corrections were required to the previous Minutes. No corrects/amendments were received.</p>
4.0	<p>SESA Annual Report & President's Report</p> <p>The President spoke to his report as attached to the agenda. He thanked the Executive 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"> • The new website and LinkedIn accounts • Mentoring program launched and plans for continuation • The contribution from the Executive Committee and volunteers on numerous external activities. • The ASEW Conference held in October 2020, for the first time virtually, was a great success with many ideas to progress further. • The SETE Conference was incorporated into IPEC, collaborating with other technical societies. • The operational strategy the Executive Committee has been focused on over the past year and moving forward into 2021/22. A new role will be added to the Executive Committee to focus on certification, education, skills, and academia. • SESA will participate in the Climate Smart Engineering Conference later in 2021. Al Gore has been confirmed as a keynote speaker. • Feedback and questions are welcomed. <p>The President expressed his thanks to the Deputy Treasurer for being able to step in</p>

	for the Treasurer who had to step back due to personal commitments.
5.0	<p>Financial Report</p> <p>The Deputy Treasurer spoke to his report as attached to the agenda and discussed the previous year's audited financial reports and current position of SESA in detail. He noted:</p> <ul style="list-style-type: none"> • The financial report covers the period July 2019-June 2020. Most of the major costs occurred in 2019, pre-COVID pandemic. • The operating loss is similar to the previous year. • Income was less than the previous year due to the cancellation of SETE and the decrease of income from conferences and events. • Membership fees were unchanged during this period. However, for 2021/2022 FY membership fees have increased in line with the increase in INCOSE fees. • Moving to virtual and hybrid events will also see a reduction in travel costs. • The budget for 2021/2022 FY will be finalised with the incoming Treasurer. • Overall, SESA has a strong, healthy balance.
6.0	<p>Membership Report</p> <p>The President spoke about the status of the overall SESA membership. He noted that total membership is now 782 as of 31 May which has been a steadily increasing over the past four years. The two largest chapters being NSW and Victoria with 28% and 25% of the membership, respectively. He noted that 84% of the membership is male and 11% are female.</p>
7.0	<p>Reports from Areas/Domains, including CASE Program</p> <p>Members from the Executive Committee provided a brief update on their activities and plans for 2021/2022.</p> <p>The Deputy President thanked the Executive Committee for their work and leadership. He wished the new committee the best into the future.</p> <p>The Communications and Engagement Lead noted:</p> <ul style="list-style-type: none"> • The review of internal processes and systems conducted to allow for better collaboration among the working groups. • The current review of scholarships and awards to bring better value to members.

- The improvements made to communications on how to become a member.
- Volunteers interested in assisting with projects are welcomed.

The Technical Director noted:

- SESA's input to various discussion papers.
- The current work toward establishing a working group in the Healthcare Domain.
- The discussions with other societies to develop collaborative conferences.
- Planning for ASEW 2021 is going ahead and will likely be a hybrid event held in either Canberra or Sydney.
- Volunteers interested in assisting are welcome.

The CASE Program Manager presented metrics on the CASE program and noted:

- The metrics represent CSEP not CPEng.
- Application numbers have been low in the early part of the year, driven by the inability to have access to the ASEP knowledge exams. Numbers have started to increase.
- Planning has begun for face-to-face exams for later in the year, the option to have an online exam will remain.
- The program is operating well and has a good standing within INCOSE.
- The renewal of the MRA is currently being worked on between INCOSE and EA.
- The Program Manager has taken on a new role and will be handing over to another member soon.

The Technical Director thanked the CASE Program Manager for his assistance with the program over the years.

The Defence and Aero Domain Lead noted:

- The submission on the ASDEFCON Review and the progression of any follow up.
- The group has been actively involved in the INCOSE PMSEI Working Group.
- Moving forward, achieving the best value for members will be discussed

	<p>with Defence contacts.</p> <p>The Transport and Cities Domain Lead noted:</p> <ul style="list-style-type: none"> • The Transport Working Group has been set up with 35 members in total. • All members of the group have access to a collaborative platform to engage and organise. • Planning is going ahead for events next year and local face to face events. <p>The Telecommunications and Cybersecurity Domain Lead noted:</p> <ul style="list-style-type: none"> • Due to COVID, many activities have been limited to conferences. • The participation in the development of the Telecommunications section in INCOSE's SE handbook.
8.0	<p>Other Business and Questions</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"> • <i>Financial report - are you able to share at this point in time what the intent is to improve the finances going forward knowing that virtual events and/or hybrid events will continue, irrespective of a pandemic or not?</i> The President noted that the INCOSE and administration fees remain the largest expenses in the finances. The Committee is always looking at how to restructure costs to accommodate this. The membership fee increase will ensure that the SESA fees are covered. Later in the year a review of the CASE program will also be conducted. • <i>How is the re-negotiation of the INCOSE v EA MoU progressing?</i> The President noted that the MoU was reviewed with an advisory group. The Executive Committee is currently discussing this further with INCOSE and a final update will be made in the coming weeks. • <i>Is there any opportunity through SESA to support members with CSEP certification, especially helping members find referees. this is the major hurdle for CSEP application?</i> The President noted that this will be considered during the review of the program. <p>The President noted that all further questions will be answered in more detail and sent to members following the meeting.</p>

9.0	Meeting Closed With no further business noted, the President thanked the members of attending and closed the meeting at 18:38 AEST.
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