



Minutes of General Assembly

27 November 2019

Location: ETH Zurich, Sternwartstrasse 7, 8092 Zürich, ETF D110
Date/Time: 27 November 2019, 17:00
Participants: Thomas Mittelholzer (Chapter Chair)
Stefan Moser (Secretary/Treasurer)
Rüdiger Urbanke (Member at Large)
Hans-Andrea Loeliger
Amos Lapidoth
Roger Brooks
Ivica Stevanovic
Minutes: Stefan Moser

Agenda

1. Welcome
2. Approval of the agenda
3. Chapter activities 2018/2019
4. Planned chapter activities 2020
5. Financial report and budget
 - Year 2017
 - Year 2018
 - Budget 2019/2020
 - IZS 2018 (for information only)
6. Discharge of the ExCom
7. Amendments to by-laws
8. ExCom elections
9. Announcements to Members
10. Miscellaneous

1 Welcome

The chapter chair Thomas Mittelholzer welcomes the participants and gives a short overview of today's most important matters to discuss and decide.

2 Approval of the Agenda

The agenda has been published on the Chapter's webpage. Thomas proposes to add one additional item "Announcements to Members" that originally was planned within "Miscellaneous". This change and the agenda are approved.

3 Chapter Activities 2018/2019

Thomas summarizes the activities of the chapter. The main activity is the biennial conference *International Zurich Seminar on Information and Communication*, last having taken place in February 2018. Some key figures:

- 91 registered attendees from Austria, Denmark, Finland, France, Germany, Hong Kong, Israel, Italy, Norway, Spain, Sweden, Switzerland, Taiwan, UK, USA
- 4 invited sessions with totally 19 talks
- 5 normal sessions with totally 26 talks
- 3 keynote lectures
- The financial responsibility lies with the *ZuSem Foundation*

Four more conferences were co-sponsored by the chapter:

- 2018 Crypto Valley Conference on Blockchain Technology:
 - June 20–22, 2018, Zug
 - 1 keynote speaker from chapter
 - 800+ attendees, 50 speakers and panelists, 40+ academic presenters, 18 satellite events
- 17th International Symposium on Parallel and Distributed Computing (ISPDC 2018):
 - June 25–28, 2018, Geneva
 - 24 accepted papers published in IEEEExplore
- 2019 Crypto Valley Conference on Blockchain Technology:
 - The only IEEE-certified conference that combines academic research and the global blockchain industry
 - June 24–26, 2019, Zug
 - Conference was organized in 3 tracks: Technology, Economics & Finance, Regulatory & Legal

- 1200+ attendees, 100+ speakers, 20+ academic papers, 6 satellite events
- 6th Swiss Conference on Data Science (SDS 2019):
 - 14 June, 2019, Kursaal, Bern
 - Technical support: 1 member in TPC
 - Conference was organized in an academic and an industry track
 - 100+ attendees, 27 accepted papers published in IEEExplore

4 Planned Chapter Activities 2020

In the coming year the main activity is the upcoming *2020 International Zurich Seminar on Information and Communication*, that will take place February 26–28, 2020. The conference is again organized by the co-chairs Amos Lapidoth and Stefan Moser. Hans-Andrea Loeliger (ZuSem Foundation) takes financial responsibility.

Moreover, the chapter will co-sponsor the *7th Swiss Conference on Data Science (SDS 2020)*, that will take place June 26, 2020, in the KKL in Luzern.

5 Financial Report and Budget

Stefan Moser gives an overview of the financial status of the Chapter. The development of the assets are as follows:

- Per end of 2016: 31 kCHF, thereof provision ZuSem: 23 kCHF
- Per end of 2017: 7997 CHF
- Per end of 2018: 7985 CHF
- Per end of 2019 (budget): 7973 CHF
- Per end of 2020 (budget): ca. 7.9 kCHF

Details:

		Expenses	Revenues
2017:	audit, banking fees (on behalf ZuSem)	1'881	
	transfer ZuSem Foundation	20'911	
	banking fees	3	
2018:	banking fees	12	

Stefan adds a few comments and explanations:

- In 2017 the remaining approximately 23 kCHF that were provisioned to the ZuSem Foundation were transferred to ZuSem. Since then the only expenses were banking fees.

- The budgets for the coming two years only anticipate small banking fees.
- Since the financial responsibility of the IZS now lies with the ZuSem Foundation, the chapter is not anymore involved in IZS on the financial side.
- Stefan also briefly shows the financial report of IZS 2018, for information only: the turnover was approximately 55 kCHF resulting in a net loss of 5 kCHF.

6 Discharge of the ExCom

The financial report 2017, the financial report 2018, the financial budget for 2019/2020, and the discharge of the ExCom for the current period (Aug. 2017 – Nov. 2019) is unanimously approved.

7 Amendments to By-Laws

Thomas explains that the ExCom proposes a small change in the current by-laws in Article 15 that has the sole purpose of improving the clarity and prevent potential misunderstanding:

- the paragraphs (3) and (4) are swapped;
- in the new paragraph (4) a few words are added to make clear that a mail ballot actually will be organized by *e-mail*, and that the approval at the GA still is required.

The new proposed by-laws have been published on the Chapter's website.

No discussion is requested. A ballot is held and results in 7 votes in favor of the new by-laws, and no votes against. Thus, the amendments are approved.

8 ExCom Elections

All current three ExCom members are willing to serve another two years. No other candidates are proposed. It is unanimously decided to elect all three together. The election itself is unanimous and accompanied by applause.

9 Announcements to Members

Thomas would like to clarify how the chapter is supposed to communicate with its members. He proposes the following format:

Item	Format
invitation to GA (with agenda)	by email and chapter's website
minutes of the GA	on chapter's website only
chapter events (IZS, DLP, etc.)	on chapter's website only
other relevant events (talks at EPFL & ETHZ, etc.)	on chapter's website only

In the following discussing various points are raised:

- Some members would like to have emails for everything, but it is the common understanding that the majority of members would prefer less emails.
- The chapter's website is difficult to find within the website of the IEEE Switzerland Section. Thomas refers to *Miscellaneous* where he is going to explain the section's website troubles.
- It is pointed out that sometimes the announcements are appearing at rather short notice. Also, the planned co-sponsored conference in Luzern is not yet announced. Stefan promises to add this the next day.
- Recently two links to corresponding announcements website of EPFL and of ETHZ, respectively, have been included in the chapter's announcement website.
- Hans-Andrea Loeliger proposes to add a third link to the ETH Foundations of Data Science Seminar. Stefan agrees to add this link.

After the discussion, the proposed format is approved.

10 Miscellaneous

Thomas explains that the IEEE Switzerland Section currently has three different URLs for their website:

- <https://r8.ieee.org/switzerland/>
- <http://ieee.ch> (pointer to <https://r8.ieee.org/switzerland/>)
- <http://switzerland.ieeer8.org/> (malfunctioning)

The third is actually not maintained and will be closed down. The second should point to the current website, but does this only partially correctly (certificate issues). The section has had difficulties with its former webmaster and has changed it recently.

The chapter's website is hosted at ETH and can be directly accessed via

<https://www.isiweb.ee.ethz.ch/ieee/>

It can also be accessed within the IEEE Switzerland Section's website:

<https://r8.ieee.org/switzerland/communities/digital-communication-systems-joint-society>

where it is embedded within the section's website.

Roger Brooks asks why the website is not directly hosted at the section's website. Thomas explains that the currently rather chaotic state of the section's website made it clear that the current solution is far more flexible and easier to maintain.

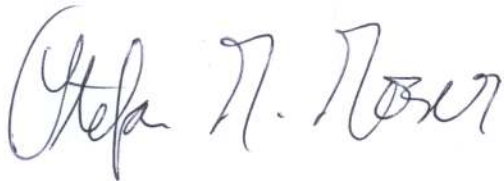
It is also pointed out that the chapter's website still links the outdated version of the section's website. Stefan promises to fix this.

It is decided to keep the current setting, but to request the section to fix the pointer <http://ieee.ch> as soon as possible.

No further items are proposed to be discussed.

Thomas closes the meeting at 17:45.

Zürich, 28 November 2019



Stefan M. Moser
Secretary and Treasurer, IEEE Chapter on Digital Communication Systems



Thomas Mittelholzer
Chair, IEEE Chapter on Digital Communication Systems