

**Minutes of Meeting held on April 09th 2019, 5:30pm**  
**Venue: UQ, St Lucia Campus, Advanced Engineering Building, Room 49-601**  
**Webex Meeting Number: 591 164 987 Dial in Number (1800456315)**

Nilesh Modi, IEEE QLD Section Chair	Jeniffer Zapata IEEE QLD Section Secretary
Phone:	Mobile:
Email: <a href="mailto:n.modi@ieee.org">n.modi@ieee.org</a>	Email: <a href="mailto:Jeniffer.zapata@ieee.org">Jeniffer.zapata@ieee.org</a>

Office	Attendance	Pre- sent	Apol ogy	Sky pe/ We bex	Ab- sent
Chair	Nilesh Modi	x			
Vice Chair	Alexandra Posoldova	x			
Secretary	Jeniffer Zapata		x		
Treasurer	Vaughan Clarkson	x			
Immediate Past Chair	Daniel Eghbal		x		
Newsletter Editor	Mike Robinson	x			
Webmaster	Farzad Faradjizadeh		x		
Professional Activities	Waaail Lafta				x
Membership Development chair	Sudarshan Dahal	x			
Awards & Recognition	Mike Robinson	x			
Student Activities Chair	Rasoul Garmabdari				x
Student Activities Assistant Chair	Mohammadhossein Etesami			x	
Educational Activities Chair	Rasoul Garmabdari				x
Engineers Australia Liaison	Tapan Saha	x			
TISP	Michael Cowling	x			
Women in Engineering (Chair)	Negareh Ghasemi		x		
Women in Engineering (Vice chair)	Marie-Luise Wille	x			
Women in Engineering (Secretary)	Hanxiao Zhang				x
Aerospace and Electronic Systems Chapter (Chair)		x			
Aerospace and Electronic Systems Chapter (VC)	Jason Williams				x

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Aerospace and Electronic Systems Chapter (Sec)	Hanxiao Zhang				x
Computational Intelligence Chapter (Chair)	Andrew Lewis	x			
Computational Intelligence Chapter (VC)	Garima Samavedi				x
Computational Intelligence Chapter (Sec)	Toshi Sinha				x
Computational Intelligence Chapter (Treasurer)	Zahra Jadidi				x
Computer Chapter (Chair)	Rijab Rana				x
Computer Chapter (VC)					
Computer Chapter (Sec)	Mike Robinson	x			
Computer Chapter (Treasurer)					
Control Sys/Robo & Auto Chapter (Chair)	Waail Lafta				x
Control Sys/Robo & Auto Chapter (VC)					
Control Sys/Robo & Auto Chapter (Sec)					
Engineering in Medicine & Biology Chapter (Chair)	Qing Zhang				x
Engineering in Med & Biology Chapter (VC)	Mohanraj Karunanithi				x
Engineering in Med. & Biology Chapter (Sec)	Vanessa Smallbon				x
MTT/AP Chapter (Chair)	Antony Lui	x			
MTT/AP Chapter (VC)	Hugo Espinosa			x	
MTT/AP Chapter (Secretary)	Anthony Stancombe	x			
Power & Energy Chapter (Chair)	Tapan Saha	x			
Power & Energy Chapter (VC)	Chandima Ekanayake		x		
Power & Energy Chapter (Secretary)	Mohammadhossein Etesami			x	
Power and Energy Chapter (treasurer)	David Batterham		x		
Signal Pro & Comms Chapter (Chair)	Kristian Weegink		x		
Signal Pro & Comms Chapter (VC)	Greg Hislop				x

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Signal Pro & Comms Chapter (Sec)	Muhammad Mohtasim				x
Young Professionals Affinity Group (Chair)					
Young Professionals Affinity Group (VC)	Celeste De Mezieres				x
Young Professionals Affinity Group (Sec)	Reuben Peterkin			x	
Young Professionals Affinity Group (Treasurer)					
PE/IE/EA (Chair)	Mahinda Vilathgamuwa				x
PE/IE/EA (VC)	Junwei Lu				x
PE/IE/EA (SEc)	Firuz Zare				x
PE/IE/EA (Treasurer)	Mohammadhossein Etesami			x	
<b>Student Counsellor QUT</b>	Ghavam Nourbakhsh		x		
QUT Student Branch, Chair	Tara Shabab	x			
QUT Student Branch, Vice-Chair	Babak Jeddi				x
QUT Student Branch, Secretary	Jennifer Zapata Giraldo		x		
QUT Student Branch, Treasurer	Mohsen Khorasany				x
UQ student branch Councillor	Chandima Ekanayake		x		
UQ student branch Chair	Rohith Nuna				x
UQ student branch VC	Ricky Nguyen				x
UQ Student Branch Secretary					
<b>Student Counsellor GU-Nathan</b>	Sascha Stegen				x
GU Nathan Student Branch Chair					
GU Nathan Student Branch Vice-Chair					
GU Nathan Student Branch Secretary					
GU Nathan Student Branch Treasurer					
<b>Student Counsellor GU-GC</b>	Stephen So				x
GU-GS Student Branch Chair					
GU-GS Student Branch Vice-Chair					

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GU-GS Student Branch Secretary					
Student Counsellor USQ					
Student Counsellor CQU – Brisbane	Michael Cowling	x			
Student Counsellor CQU – Rockhampton					
Australian Oceanic Engineering Chapter – Queensland Rep					
Power and Energy Chapter (student rep chair)	Sameera Samarasinghe	x			
Power and Energy Chapter (student rep vice-chair)	Indira Alcaidegodinez	x			
IEEE ç President					
IEEE HKN VP					
IEEE HKN Secretary					
IEEE HKN Treasurer	Ashley Gillman				x
IEEE HKN Media officer					
IEEE HKN - Faculty advisor					
SSIT Chair					
SSIT Vice-Chair					
SSIT Secretary					

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The 3rd Queensland Section meeting for 2019 started at 5:30pm after Chair noted that the required quorum was present and welcomed the members. Alexandra Posoldova (Vice-chair) recorded the minutes.

1. **Attendance and apologies:** As noted.
2. **Confirmation of agenda:** agenda confirmed.
3. **Approval of minutes of the last meeting:** Meetings of the last meeting were circulated and approved.  
**Proposer:** Luise **Second:** Nilesh

4. **Review of Action List:**  
2019-03-01 – ongoing  
2019-03-02 – completed  
2019-03-03 – ongoing  
2019-03-05 – ongoing  
2019-03-06 – 2019-03-17 = completed

**Action item 2019-04-01:** Nilesh send an email to WIE R10 coordinator to follow up on Luise application.

5. **Chair:**  
**Life member group** – It was discussed the initiative to start a life member group with potentially 40 members.

**Action item 2019-04-02:** Sudarshan will send list of life members to Tapan Saha

**MGA Outstanding section award** – This is an ongoing effort where Nilesh, Vaughan, Alexandra are collaborating on the submission.

**POCO** – Nilesh opened question if anyone will be willing to organize a POCO. The committee agreed that an internal micro-POCO only for committee members will be organized just before AGM dinner where Vaughan Clarkson and Mike Robinson are the organizers. It was stated to the committee members to only send email requests if the matter cannot wait until the next meeting.

6. **Vice Chair:**  
Start a Blockchain/IoT interest group announced. This group will follow the same process of funding as other chapters.

**Action item 2019\_04\_03:** Alexandra to send formal email announcement starting the Blockchain/IoT group and contribution to newsletter.

**Action item 2019\_04\_04:** Alexandra will send details of Blockchain/IoT committee members to webmaster.

7. **Treasurer:**  
Treasurer report was circulated before meeting.

**Motion:** Take \$50 000 out of existing ANZ cheque account and split it equally into new 1 year and 2 year term deposits at ANZ with 4 existing signatories (2 to sign), Nilesh Modi, Vaughan Clarkson, Alexandra Posoldova, Jenniffer Zapata.

**Proposed:** Tapan Saha **Seconded:** Mike Robinson. **Approved.**

8. **Awards**  
The new schema for giving awards at the beginning of the year took motion and Mike Robinson started collecting the data.

9. **Student Activities:**

Rasoul is reaching out to industries in order to replicate event from previous year where students meet with industry representatives. Rasoul would like to organize transportation for students to attend the event; he will send the logistics and the cost to the committee once he has them.

**10. Membership Development**

Sudarshan will be sending email reminder to renew membership and they are planning to organize an industry event.

**Action item 2019\_04\_05:** Sudarshan to send email reminding to renew the IEEE membership.

**11. Newsletter**

Mike will send call to action to collect contributions for the next newsletter end of this week.

**12. Webmaster**

Working on history of section.

Updating website with new committee members.

**13. TISP**

Connecting with schools to train teacher to encourage engineering areas with their students. Mike will lead the first session to pass on knowledge to Michael Cowling.

**14. UQ PES**

Clean up event.

High performance student branch application.

IEEE PES celebration.

**15. Griffith student chapter Nathan**

Request to fund banner that will stay at Nathan campus and will be shared with GC campus. Sasha to contact IEEE branding for format details.

Request of \$150 to spend on catering for event organized end of this month, where expected attendance is more than 100 students.

**Motion:** Budgeted of \$100 to organize banner.

**Proposer:** Nilesh Modi      **Second:** Luise

**Motion:** Budgeted of \$150 to organize event.

**Proposer:** Nilesh Modi      **Second:** Alexandra Posoldova

**Action item 2019\_04\_06:** Tapan to contact potential volunteers for CQU.

**Action item 2019\_04\_07:** Nilesh will contact Tony from Towoomoba campus to become councilor of USQ.

**16. Aerospace & ES**

Requests funding of \$500 for 3h course for 1 night accommodation for US lecturer.

**17. Computational Intelligence**

**Action item 2019\_04\_08:** Nilesh to find contact to Garima Samvedi.

**18. Computer Society**

Mike will ask Mary Tom to become Vice-chair on progress on organising the first event of the year.

**19. EMB**

Ask for report.

**20. MTT/AP**

Software engineering workshop.  
Industry event.  
Ask for report.

**21. PEES**

01/04/2019 first event  
Site visit  
IEEE PES travel award announced  
Planned battery storage workshop late Jun. Payed attendance  
Innovative Smart Grid Conference 8-11/06/2019  
Tapan will send email report

**Action item 2019\_04\_09:** Nilesh form committee for PES travel grant.

**22. EA Liaison**

13/06/2019 Fraternity Dinner

**23. PE/IE/IA**

Short course on conducted devices at UQ.

**24. SP/Communication**

Monthly paper club.

**25. WIE**

Report will be sent via email.

**26. HKN Mu Kappa**

There is going to be elections in couple week. There is also a plan for a social event.  
Planning session for activities for next year.

**The meeting adjourned at 7:30pm.**

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**ACTION LIST**

Actions shaded dark have been either completed or cancelled.  
 (Numbering Scheme: Meeting#-Action Number-Year).

<b>Action No</b>	<b>Description</b>	<b>Completion Date</b>	<b>Status</b>
2019_04_01	Nilesh send an email to WIE R10 coordinator to follow up on Luise application.	Before next meeting	
2019_04_02	Sudarshan will send list of life members to Tapan Saha.	Before next meeting	
2019_04_03	Alexandra to send formal email announcement starting the Blockchain/IoT group and contribution to newsletter.	Before next meeting	
2019_04_04	Alexandra will send details of Blockchain/IoT committee members to webmaster.	Before next meeting	
2019_04_05	Sudarshan to send email reminding to renew the IEEE membership.	Before next meeting	
2019_04_06	Tapan to contact potential volunteers for CQU.	Before next meeting	
2019_04_07	Nilesh will contact Tony from Towoomoba campus to become councilor of USQ.	Before next meeting	
2019_04_08	Nilesh to find contact to Garima Samvedi.	Before next meeting	
2019_04_09	Nilesh form committee for PES travel grant.	Before next meeting	



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Budget requests

Item name	date	Requested amount	Approved
GU Nathan requests funding for banner		100	Yes
GU Nathan requests funding to organise event	29/04/2019	150	Yes
Aerospace&ES to pay for accomodation of visiting lecturer	21/06/2019	500	Yes