



QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

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Minutes of Meeting 16th June 2009

Venue: UQ General Purpose (South) Building, Room 78-421

Attendance:

Office	Attendance	Present	Apology	Absent
Chair	Abbas Bigdeli	X		
Vice Chair	Roelof Swanepoel	X		
Secretary	Bart Sedgwick		X	
Treasurer	Jasmine Banks	X		
Immediate Past Chair	Vaughan Clarkson	X		
Newsletter Editor	Robert Ellen		X	
Webmaster	Ashkan Boldaji	X		
Professional Activities	Vacant			
Membership Coordinator	Peter McLarty			X
Awards & Recognition	Michael Lees			X
Student Activities Chair	Mark Griffin	X		
Educational Activities Coordinator	Vacant			
Engineers Australia Liaison	Tapan Saha	X		
Aerospace and Electronic Systems Chapter	Robert Ellen		X	
Aerospace and Electronic Systems Chapter (VC)	Peter Lindsay			X
Computational Intelligence Chapter	Marcus Gallagher	X		
Computational Intelligence Chapter (VC)	Michael Blumenstein			X
Computer Chapter	Simon Ellis	X		
Computer Chapter (VC)	Philip Machanick		X	
Control Sys/Robo & Auto Chapter	Duncan Campbell			X
Control Sys/Robo & Auto Chapter (VC)	John Billingsley			X
Engineering in Medicine & Biology Chapter	Mohan Karunanithi	X		
Engineering in Medicine & Biology Chapter (VC)	Stephen Wilson			X
MTT/AP Chapter	Aleksandar Rakic			X
MTT/AP Chapter (VC)	Karla Ziri-Castro			X
Power & Energy Chapter	Jose Lopez-Roldan	X		
Power & Energy Chapter (VC)	Tapan Saha	X		
Signal Pro & Comms Chapter	Garry Einicke		X	
Signal Pro & Comms Chapter (VC)	Dharmika Jayalath	X		
GOLD Affinity Group	Robert Ellen		X	
GOLD Affinity Group (VC)	Roelof Swanepoel	X		
Student Counsellor QUT	Jasmine Banks	X		
Student Counsellor UQ	Vaughn Clarkson	X		
Student Counsellor GU-GC	Charles Hacker			X
Student Counsellor GU-Nathan	Yongsheng Gao			X
Student Counsellor USQ	Tony Ahfock			X
Student Counsellor CQU	Shawkat Ali	X		

Number	Item	Action	Date
1.0	Attendance and apologies.	Noted.	
2.0	Confirmation of agenda.	-	
3.0	Confirmation of minutes of the last meeting.	Minutes confirmed.	
4.0	Business arising from the last meeting.	None noted.	
5.0	Committee Coordination – Section Chair.		
5.1	Membership drive gifts.	<p>Caps (\$30 each, deemed fairly expensive ... might be cheaper getting them from head office).</p> <p>Memory sticks were also a viable option (\$15 for 2Gb). Vaughan previously recommended that we get 4Gb sticks instead of 2Gb (since 2Gb might be too small to be beneficial).</p> <p>At this stage the logo will be exactly the same as last year, but unfortunately the logos wear off very quickly for last year's memory sticks. This was deemed unattractive since the main point was to market IEEE.</p> <p>IEEE Keyrings (\$17).</p> <p>Tapan suggested that we try contacting IEEE HQ again about t-shirts, and Abbas will follow this up with IEEE HQ. Abbas will get back to us by email once he knows more.</p>	
5.2	Region 10 website competition results	Western Australia had the best website, and Abbas suggested that as a committee we might want to review the quality of our website. Abbas proposed that at our next meeting that a subcommittee might be formed to propose a new website to our section.	
5.3	Senior member nominations	Abbas explained how this works and that we have one applicant (Dr. Anagiyaddage Dhammika Srilal Jayalath) for consideration right now. There was a unanimous decision from the committee to support his application.	
5.4	Membership Development Committee Call for proposal	Abbas explained the scheme here where there was a deadline for	

		<p>proposals to be submitted by the 30th of June.</p> <p>The position of current membership development officer is now deemed vacant and Abbas will follow this up (trying to find a new officer).</p>	
5.5	Nominating committees for Queensland section	Every year we need to nominate people for every office in our section. Vaughan's suggestion was to use the same nominating committee as last year. Abbas will start the process for organizing the position nominations this week. He will advertise for this in our next IEEE newsletter, and we should have all our nominees by the AGM.	
5.6	Working lunch with Brisbane Convention and Exhibition Centre	The convention centre has invited the section chairs and chapter chairs to attend their lunch. The purpose of the working lunch is to raise awareness of the facilities that are available in the centre. There were no strong objections from the IEEE members present, and so Abbas will send the invitation on to all of the section chairs.	
6.0	Reports from the Section Committee		
6.1	Vice Chair	<p>Roelof has requested quotes for the AGM meeting. Roelof will look into the venue and date (these need to be locked in a month's time). Venues that he's approached are Staff house, Sofitel, and he might try the customs house as well.</p> <p>Last week in November or first week in December for the AGM. Officials like the premier will be invited to the AGM.</p> <p>There were four IEEE representatives at the IEE Australia awards dinner, and Jose received an award for being a fellow of the IEE Australia at the dinner.</p> <p>Ajay noted that there was a lot of corporate sponsorship at the IEE Australia dinner and queried whether we could obtain sponsorship for our IEEE AGM. Abbas queried whether the AGM should be sponsored since there is private internal discussion at the AGM.</p> <p>The role of the IEEE banner at events with an IEEE presence</p>	

		was discussed.	
6.2	Secretary	Unable to attend meeting.	
6.3	Treasurer	Jasmine Has previously circulated the income and expenses for the last month. Jasmine was warmly thanked for all of the hard work that she does as treasurer. This warm thanks was seconded by Abbas and the rest of the committee. The issue of being able to accept credit card payments for IEEE events was discussed.	
6.4	Awards & Recognition	At the last meeting we had nominations for outstanding contribution award (received?). We were called for votes for award of the top outstanding contribution (this award is termed the volunteer of the year). As the two names being considered were Vaughan and Abbas, Abbas stood down for being considered, making Vaughan the sole candidate for this award.	
6.5	Professional Activities		
6.6	Student Activities	Mark Griffin Introduced Robbie (UQ student Chair) and Andrew Thompson (R2 Student Representative) to the committee. Questions were raised about the different sections holding student activities, Mark asked that they involve him with their events or at least let him know about them. Mark wished to set up an email list of student members, will contact the secretary. CQU was noted to be left out of QLD activities and contact, Mark asked whether a representative could be sent to CQU on an annual basis in order to strengthen our links within Queensland. Abbas agreed that this was a good idea and offered to organize some collaboration during the upcoming semester. The thesis awards were discussed. Roelof and Mark will look into this. They need to start advertising for this in the next	

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		month. Roelof will ask Rob to put an article in the July newsletter about the thesis awards and Mark will send out a reminder to student branch counselors about the awards. There are two thesis awards (one for power engineering and one which is more general). Andrew introduced himself and reviewed his initial discussions with exec people in the student branches at UQ and at QUT. Andrew will be presenting seminars at UQ and QUT during his remaining time here. Andrew reviewed his discussions with Roelof (GOLD). Roelof then explained the importance of stronger links being built between student branches and GOLD. GOLD will open all of their events to student members in order to help students transition into GOLD after graduation. Andrew then discussed the importance of communication	
6.7	Membership Development	Office vacant.	
6.8	Educational Activities		
6.9	Newsletter Editor		
6.10	Webmaster	Ashkan is currently working on rewriting our section website. He is hoping to have this available in July.	
7.0	Student Chapter Activities		
7.1	QUT Student Chapter	On the 22nd of May they had a very successful pizza and seminar event. On the fifth week of semester 2 they will have their next event where Andrew Thompson will be the guest speaker.	
7.2	UQ Student Chapter	Robbie explained that their next event will be mid-August. Ashley Robinson from Microe will be the speaker for the event. Ashley was a former UQ alumni and active member of the IEEE committees in recent years. They will also be calling for officers at this event. Andrew Thompson will also be presenting a second event around August.	
7.3	GU Student Chapter	-	
7.4	CQU Student Chapter	-	
7.5	USQ Student Chapter	-	
8.0	Chapter and Affinity Groups		

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8.1	Aerospace & Electronic Systems	-	
8.2	Computational Intelligence	-	
8.3	Computer Society	They had one event earlier in the year and have two more events planned for later in the year.	
8.4	Control Systems/Robotics & Automation	-	
8.5	Engineering in Medicine & Biology	Successful science symposium about a month previously. This symposium was on the topic of Graphical processing units for medical image processing. They also had a Committee meeting a few weeks previously. Upcoming events – a professional development day, a student development day, an event in sports medicine aligned with a conference at Griffith in October, and an event on mobile phone communications in November.	
8.6	Microwave Theory & Techniques/Antennas & Propagation	-	
8.7	Power & Energy	They are currently organizing an important seminar for the coming week.	
8.8	Signal Processing/Communications	They submitted a request for \$500 funding for Mieso Demko to present a seminar at an IEEE-sponsored conference on the 8th of July at UQ. This specific talk will also be open to all IEEE members. Student members will also have a pizza event in association with this seminar. Abbas and Vaughan voiced their support for this activity, and this was further supported by the whole committee. Signal processing and communications will send an e-notice to all IEEE members to advertise this event.	
8.9	Graduates of Last Decade	Roelof again expressed their strong interest in forming strong links with student activities and that they have a couple of activities of their own that they will be organizing in the near future.	
9.0	Other business.	Roelof asked about the range of dates for the AGM. Abbas answered that the last week in November or the first week in December were the optimal times for this event. Abbas raised the issue of the printing of the banner. Abbas proposed that we get a banner printed that we could use at our events. The cost of these events is over \$500. Abbas will get a few quotes for the cost of this banner, and will circulate this information to the section. Abbas also explained that we have a	

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		7 inch electronic photo frame which could also be used to advertise our presence on desktops.	
10.0	Next meeting.	Tuesday 14 th July 2009	