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Minutes of Meeting 9th February 2010
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	Farhad Dadgostar		X	
Membership Coordinator	<i>Vacant</i>			
Awards & Recognition	Michael Lees		X	
Student Activities Chair	<i>Vacant</i>			
Educational Activities Coordinator	Jan McSweeney		X	
Engineers Australia Liaison	Tapan Saha	X		
Women in Engineering	Sandra Mau		X	
Aerospace and Electronic Systems Chapter	Peter Lindsay			X
Aerospace and Electronic Systems Chapter (VC)	Garry Einicke	X		
Computational Intelligence Chapter	Marcus Gallagher		X	
Computational Intelligence Chapter (VC)	Michael Blumenstein		X	
Computer Chapter	Philip Machanick	X		
Computer Chapter (VC)	Jianming Yong			X
Control Sys/Robo & Auto Chapter	Gordon Wyeth		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	Karla Ziri-Castro			X
MTT/AP Chapter (VC)	Jacob Coetzee			X
Power & Energy Chapter	Tapan Saha	X		
Power & Energy Chapter (VC)	Jose Lopez-Roldan			X
Signal Pro & Comms Chapter	Dharmika Jayalath		X	
Signal Pro & Comms Chapter (VC)	Vaughn Clarkson		X	
GOLD Affinity Group	Roelof Swanepoel	X		
GOLD Affinity Group (VC)	Robert Ellen		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		



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Number	Item	Action	Actionee
1.0	Attendance and apologies.	As noted.	
2.0	Confirmation of agenda.	Agenda accepted.	
3.0	Confirmation of minutes of the last meeting.	Minutes to be forwarded separately, short meeting only in December.	
4.0	Business arising from the last meeting.	None.	
5.0	Committee Coordination – Section Chair.		
5.1	Welcome	Abbas extends a welcome to the committee for 2010 and hopes that we can all make 2010 a good year for the section.	-
5.2	Women in Engineering (WIE)	Brief introduction to a plan to establish a WIE chapter this year, to be discussed in more detail by the VC.	-
5.3	Region 10 Meeting	R10 meeting is held at the end of February in the Philippines. Abbas and Roelof are attending. The section is making a bid for the 2013 TENCON.	AB
5.4	MGA 2010	Flyer circulated for information only. Abbas encourages members to apply if they have any good ideas. Calls for a section “champion” to take up the initiative. Notes that projects are generally in developing countries.	-
6.0	Reports from the Section Committee		
6.1	Vice Chair		
6.1.1.	WIE Chapter	Roelof welcomes new volunteer, Sandra Mau, who is keen to establish the WIE chapter. Discussion on strategy to attract establishing members for the chapter. AB moves that committee covers membership fees for first 10 section members who join the WIE Chapter. Committee supports. E-notice to be sent to section members advertising this initiative. In the meantime committee members sign chapter establishment form to get process going.	RS
6.1.2.	AGM	Recap on 2009 AGM and apologies for not making it late in the day. Discussion on idea to host annual dinner with company	



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		<p>sponsorship, perhaps with a separate AGM. Abbas thanks Roelof on behalf of the committee for a well organised AGM in 2009.</p>	
6.2	Secretary	<p>Following up with officer reporting to HQ. Streamlining agenda for March meeting.</p>	BS
6.3	Treasurer	<p>Report circulated. L50 form done and is ready for submission. Noted that Australian council cheque not yet cashed. Following up on late cancellations from AGM.</p>	
6.4	Awards & Recognition	Nothing to report.	
6.5	Professional Activities	No report.	
6.6	Student Activities	Vacant.	
6.7	Membership Development	Vacant.	
6.8	Educational Activities	Committee extends a welcome to our new Educational Activities chair, Jan McSweeney, who sends her apologies for this meeting.	
6.9	Newsletter Editor	Abbas thanks Rob Ellen (who sends his apologies) for his work on the newsletter in 2009. General discussion on newsletter aims for 2010, suggests issues in March, June, October and December. Noted that Rob is dependent on section for material for newsletter.	
6.10	Webmaster	No report.	
7.0	Student Chapter Activities	<p>Abbas discusses general need to invigorate student activity. Abbas to contact student councillors to this end. More coordination required between other student chapters in other sections. Idea to use 25th anniversary of section as a springboard.</p>	AB
7.1	QUT Student Chapter	Jasmine is seeking a replacement due to professional commitments.	
7.2	UQ Student Chapter	No report.	
7.3	GU Student Chapter	No report.	
7.4	CQU Student Chapter	Some planning underway for this year's activities.	



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7.5	USQ Student Chapter	No report.	
8.0	Chapter and Affinity Groups		
8.1	Aerospace & Electronic Systems	Garry is working on organising and event and will send e-notice.	
8.2	Computational Intelligence	No report.	
8.3	Computer Society	Nothing to report. Linux conference being held later in the year, awaiting briefing. Philip is seeking industrial contacts to develop events through the year.	
8.4	Control Systems/Robotics & Automation	Planning for next event is underway.	
8.5	Engineering in Medicine & Biology	Planning to engage school student awareness to careers in biomedical engineering and also career development. Sponsoring and contributing to IEEE conference on Complex Medical Engineering at the Gold Coast in July.	
8.6	Microwave Theory & Techniques/Antennas & Propagation	Events being planned.	
8.7	Power & Energy	Proposed activities for 2010: <ul style="list-style-type: none"> • 3 local seminars. • 1 distinguished lecture. • 1 seminar/workshop on renewable energy/smart grids. • Industrial membership drive. • Establish PES student chapter branch. • Award proposed: Best PhD student award to attend the IEEE PES general meetings annually. • Award proposed: Outstanding Power Engineer (based on R10 guidelines). 	
8.8	Signal Processing/Communications	<ul style="list-style-type: none"> • Conference sponsorship of Prof T Wysocki. Awaiting IEEE ComSoc sponsorship, should be confirmed in about a month. • Planning a technical talk for April. Details to be presented at March execom meeting. 	
8.9	Graduates of Last Decade	Held meeting last week, speaking events in the pipeline. Requests some IEEE gifts to present to volunteer speakers.	



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9.0	Other business.	Pizza for future execom meetings.	
10.0	Next meeting.	9th March 2010	