

QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

Mr. Abbas Bigdeli — Section Chair National ICT Australia Ltd. Level 5, Axon Building Staff House Road, St Lucia, Qld 4072	Mr. Roelof Swanepoel — Secretary (acting) RSA, The Security Division of EMC Level 32, 1 Eagle Street Brisbane Qld, 4000
Phone: (07) 3300 8541	Phone: (04) 2335 4919
Fax: (07) 3300 8420	Fax: N/A
Email: abbas.bigdeli@ieee.org	Email: roelofs@ieee.org

Minutes of Meeting **17th August 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	<i>Vacant</i>			
Treasurer	Jasmine Banks	x		
Immediate Past Chair	Vaughan Clarkson		x	
Newsletter Editor	Robert Ellen	x		
Webmaster	Ashkan Boldaji			
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		
Aerospace and Electronic Systems Chapter (Secretary)	John Davies	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
Power & Energy Chapter (Secretary)	Mehdi	X		
Signal Pro & Comms Chapter	Dharmika Jayalath			X
Signal Pro & Comms Chapter (VC)	Vaughn Clarkson		X	
GOLD Affinity Group	Roelof Swanepoel	x		

QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

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		

QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

Number	Item	Action	Actionee
1.0	Attendance and apologies.	As noted	
2.0	Confirmation of agenda.	Added under chair <ul style="list-style-type: none"> - New secretary - New SA chair - Nomination process 	
3.0	Confirmation of minutes of the last meeting.	Correction to Peter Beattie (name) Remove actionees next to business arising Mark Dhammika as present Minutes accepted	
4.0	Business arising from the last meeting.	Officer reporting – still to be done Credit card – not possible Confirm debit card Robotics society co-sponsor – done CQU – banner ordered, caps to be sent No USQ councilor volunteer Chair of CI Soc contacted and assistance offered for congress	AB JB
5.0	Committee Coordination – Section Chair.	<ul style="list-style-type: none"> - New secretary proposed (Mandar Gujrathi) – Abbas moves to accept, Roelof seconds, accepted unanimously - New student activities chair proposed (Steven Lawrance) – Roelof moves, Abbas seconds, unanimously accepted - Rob points out to send correct position descriptions - Nomination committees finalised, will be sent out shortly (call for nomination to be sent by end of August) - Discussion about succession plan to be taken offline 	
6.0	Reports from the Section Committee		

QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

6.1	Vice Chair	Attend EB meeting to explain Dinner proposal Thesis prize flyers to be sent out	
6.2	Secretary	RS to hand over secretary details to MG Attendance reports generated - distribute with minutes Officer reporting to be updated with IEEE	RS RS
6.3	Treasurer	Report sent out – Additional expenses (Vaughan, Sandra, Mehdi) Check book delivery address corrected	
6.4	Awards & Recognition	– Garry Einecke nominated for outstanding contribution award by Dhammika Jayalath, seconded by Rob Ellen (2 very active years of service to section) – John Davies seconds Rob Ellen's nomination for outstanding contribution award by email by Michael Lees (Establishment of AESS) – Vote for volunteer of the year award to be sent via email to Michael Lees by members (send out email)	ML
6.5	Professional Activities	Not present	
6.6	Student Activities	Position vacant	
6.7	Membership Development	Position vacant	
6.8	Educational Activities	Membership drive being organised with TAFE and Bond University	
6.9	Newsletter Editor	Articles requested from (by end of week): – Aerospace – CI (congress) – EMBS – MTTA&P – SPC – Student branches FPGA flyer	JD MK DJ
6.10	Webmaster	Nothing to report	
7.0	Student Chapter Activities		

QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

7.1	QUT Student Chapter	One student event – 60 students (part of engineering week) Recruitment drive – 1 new member (joining date issue) Speaker event planned for mid September	
7.2	UQ Student Chapter	Feedback provided by Vaughan by email	
7.3	GU Student Chapter	Nothing to report	
7.4	CQU Student Chapter	2 new student members Gladstone recruitment drive postponed to 14 September, combined with industry talk	
7.5	USQ Student Chapter	Follow-up councillor status	AB
8.0	Chapter and Affinity Groups		
8.1	Aerospace & Electronic Systems	Mission planning and system integration event planned for end October (synopsis to be put in newsletter)	JD
8.2	Computational Intelligence	SA and AB to induce action	SA/AB
8.3	Computer Society	Attempt to revive links with other organisations John Williams to give FPGA development talk on 9 September 27 July event completed International lecturer to be contacted about presenting NICTA – big picture seminar – info to be sent out (19 Sep) Planning underway for linux conference (QUT, end Jan)	PM PM AB
8.4	Control Systems/Robotics & Automation	Co-hosted event at QUT Papers from UK received for mechatronics conference – enquire about potential seminar in Brisbane	GW
8.5	Engineering in Medicine & Biology	Workshop well received at conference – items to be included in newsletter	MK
8.6	Microwave Theory & Techniques/Antennas & Propogation	Event planned for 1 September – invite to be sent out	JC
8.7	Power & Energy	Powerlink membership drive on 18 August – gifts to be given upon proof of signing up received 24 August – PES event	

QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

		16 September – joint PES and SB event	
8.8	Signal Processing/Communications	DL discussions are ongoing (2 planned) Visitor from ANU to host event – being planned	
8.9	Graduates of Last Decade		
8.10	Women In Engineering	Launch event successfully completed – 30 attendees Newsletter article written with online survey Events with other groups to be co-advertised	
9.0	Other business.	Rob nominates himself as point of contact for hiring of Hawken Auditorium (EA) EB meeting held in engineering house - 4th Monday, next month at Powerlink	
10.0	Next meeting.	09/14/10	