



Dr. Garry Einicke — Section Chair IEEE Queensland.	Dr. Tony Sahama—Secretary IEEE Queensland
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Minutes of Meeting held on July 14, 2015
Venue: UQ General Purpose (South) Building, Room 78-421

Attendance:

Office	Attendance	Present	Apology	Absent	Via Skype
Chair	Garry Einicke		X		
Vice Chair	Daniel (Mehdi) Eghbal	X			
Secretary	Tony Sahama	X			
Treasurer	Mike Robinson	X			
Immediate Past Chair	Tapan Saha	X			
Newsletter Editor	Hugo G. Espinosa	X			
Webmaster	Mike Robinson	X			
Professional Activities	Alireza Jolfaei	X			
Membership Development chair	Yateendra Mishra			X	
Awards & Recognition	Preethi Chandra				X
Student Activities Chair	Vacant				
Educational Activities Chair	Kalum P. Udagepola				X
Engineers Australia Liaison	Tapan Saha	X			
TISP	Mike Robinson	X			
Women in Engineering (Chair)	Alexandra Posoldova				X
Women in Engineering (Vice chair)	Bafirin Zarei				X
Women in Engineering (Secretary)	Marie Luise Wille	X			
Aerospace and Electronic Systems Chapter (Chair)	Robert Kennedy	X			
Aerospace and Electronic Systems Chapter (VC)	Vacant (Kim Morris)	X			
Aerospace and Electronic Systems Chapter (Sec)	John Davies			X	
Computational Intelligence Chapter (Chair)	Andrew Lewis	X			
Computational Intelligence Chapter (VC)	Amin Gharipour				X
Computational Intelligence Chapter (Sec)	Zahra Jadidi			X ?	
Computer Chapter (Chair)	Tomasz Piotr Bednarz			X ?	
Computer Chapter (VC)	Ruslan Puscasu			X ?	
Computer Chapter (Sec)	Mike Robinson	X			
Control Sys/Robo & Auto Chapter (Chair)	Michael Kearney	X			
Control Sys/Robo & Auto Chapter (VC)	James Brodie		X		
Control Sys/Robo & Auto Chapter (Sec)	Vacant				
Engineering in Medicine & Biology Chapter (Chair)	Stephen Wilson		X		
Engineering in Med & Biology Chapter (VC)	Mohanraj Karunanithi			X	
Engineering in Med. & Biology Chapter (Sec)	Vacant				
MTT/AP Chapter (Chair)	Greg Hislop	X			
MTT/AP Chapter (VC)	Konstanty Bialkowski	X			
MTT/AP Chapter (Secretary)	Antony Lui			X ?	
Power & Energy Chapter (Chair)	Chandima Ekanayake	X			
Power & Energy Chapter (VC)	Nilesh Modi	X			
Power & Energy Chapter (Secretary)	Ruifeng (Richard) Yan	X			
Power and Energy Chapter (Student rep)	Jaroslav Krata			X ?	
Signal Pro & Comms Chapter (Chair)	Andrew Bradley		X		
Signal Pro & Comms Chapter (VC)	Vaughan Clarkson		X		
Signal Pro & Comms Chapter (Sec)	Dharmika Jayalath			X	
Young Professionals Affinity Group (Chair)	Mohammad Amanzadeh	X			
Young Professionals Affinity Group (VC)	Reuben Peterkin	X			
Young Professionals Affinity Group (Sec)	Vacant (Sohrab Mataredi)	X			
Student Counsellor QUT	Sevit Camtepe			X	
Student Counsellor UQ	Vaughan Clarkson		X		
Student Counsellor GU-GC	Jahangir Hossain			X ?	
Student Counsellor GU-Nathan	Sascha Stegen			X ?	
Student Counsellor USQ	Paul Wen			X	
Student Counsellor CQU – Brisbane	Mary Tom			X ?	
Student Counsellor CQU – Rockhampton	Edward Palmer				X
UQ Student Branch Chair	Jeremy Taylor			X ?	
UQ Student Branch Treasurer	MB Mhd Noor			X ?	
Australian Oceanic Engineering Chapter	Navinda Kottege	X			
Power and Energy Chapter (student rep)	Hanxiao Zheng			X ?	
IEEE HKN Chair	Mehdi Mosadeghy			X ?	



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Number	Item	Action	Actioned
	Acting Chair: Daniel Eghbal opened the meeting with welcoming the members		
1.0	Attendance and apologies.	As noted	Secretary
2.0	Confirmation of agenda.	Moved by vice-chair	vice-Chair
3.0	Acceptance of minutes of the last meeting.	Robert moved and seconded by Nilesh	No objections from the members, passed unanimously
4.0	Business arising from the last meeting.	Missing banners are located. Tapan agreed to hold them while secretary keep the record of its movements. WiT banner is with Marie Luise (new item for the chapter)	Vice-Chair and Tapan Saha
5.0	Committee Coordination – Section Chair. Covers 6.1, and 6.2	<ul style="list-style-type: none">- Chair is away apology recorded (vice-chair moved the following requirements)- Vice chair informed the committee that nomination are due and the term of the office bearers are two (2) years {action item}- Activities for each section of the IEEE Committee of QLD is, at least two (2) per year and L31 record are necessary- It is necessary each month an update to reach vice-chair on the activities via L31 report.	Daniel Eghbal (DE) Tapan Saha (TS1)
6.0	Reports from the Section Committee		
6.3	Immediate past chair report (plus Engineering Australia report)	- Informed the committee that the IEEE R-10 2016 meeting proposal for Gold Coast was unsuccessful	Tapan Saha (TS1)



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		<ul style="list-style-type: none"> - Section congress 2017 to be held in Sydney, and more information to merged - R10 2016 meeting tentatively in Bangkok. - IEEE head quarter liaison is necessary process; it is unclear to us about the process. - Australian council revenue spending is sensitive to some extent and expenses are under discussion. Further discussions are required on managing financial affairs e.g., operating budget versus term deposits etc. - The section to levy when operating budget is less than \$10K as 50cents/yr/head - While discussions continue Vaughan express his gratitude towards the Australian council activities - Garry's proposal on new activities should be separate to the Australian council levy (action item) - The levy proposal was passed by the Queensland Section committee unanimously 	
<p>6.4</p> <p>6.5</p>	<p>Secretary report</p> <p>6.4.1 was resolved above under item 4.0 above</p> <p>6.4.2 pending action item</p> <p>6.4.3 WiT activities (covered under item 8.10)</p> <p>6.4.4 (new item) action item</p> <p>Treasurer</p> <p>6.5.1 and 6.5.2</p>	<ul style="list-style-type: none"> - Information provided under item 4.0 above - 6.4.2 action item - WiT activities discussed under the item 8.10.1 - AeroSpace (VC) – Kim Morris (assumed the position) - Financial report was circulated via e-mail. No critical comments however the Treasurer (MJR) stated the financial position of the QLD section - The interest rate to the operating budget was raised - Raised concern over missing mails (e.g., cheque book was missed). - 6.5.2 was resolved. 	<p>MJR</p>

6.6	Awards & Recognition	- Preethi informed the committee that activities are continuing and those are in record	MJR and PC
6.7	Professional Activities	- Alireza informed the committee that Cyber Security Conference proposal was not successful - Planning for new date and time of the same conference and requested the members their support - Student activity chair e-mail notification is pending (e.g., item 6.4.2 -- action item)	
6.8	Student Activities Item 6.8.1	- No report - 6.8.1 confirmed	
6.9	Membership Development	- No report	
6.10	Educational Activities	- Kalum reported that planning are underway for three (3) events and R10 response is pending	Kalum
6.11	Newsletter Editor The URL for the July newsletter is http://tinyurl.com/nkjc6bm	- Hugo updated that the second issue was published - Third issue due September and requested members to consider submitting their contributions, activities and news - Hugo advised that members to submit their contribution by 21 st August	HE (and all)
6.12	Webmaster	- MJR reported that progress was slow on making the section's website mobile-friendly. He was experimenting with a new concept called flexbox, but it had bugs in some browsers.	MJR
6.13	TISP	- MJR reported that he was awaiting confirmation of an R10 grant application for \$US5,000. The grant would be used to introduce TISP to the 3 Brisbane university teacher training establishments.	MJR
7.0	Student Chapter Activities		
	QUT Student Chapter	- Vaughan reported that his role was until 30 th June and Rahul will continue the role as student	Vaughan

		- councillor - Vaughan requested \$200 for student conference activities, was approved subjected to financial protocols	
7.1	UQ Student Chapter	- No report	Vaughan (Jeremy)
7.2	QUT Student Chapter	- No report	
7.3	GU (Gold Coast) Student Chapter GU (Nathan) Student Chapter	- No Report - No Report	
7.4	CQU (Brisbane) Student Chapter	- E-mail report to follow	Mary Tom
7.5	CQU (Rockhampton) Student Chapter	- Ed reported he is talking to students cohort and recruitment activities are taking place	Ed Palmer
7.5	USQ Student Chapter	- No report	Paul Wen
8.0	Chapter and Affinity Groups		
8.1	Aerospace & Electronics Systems	- Robert discussed about the conference (e.g., Radar in QLD) bid and the process and level of support available. Note: BCSE, Brisbane Marketing and other sources of support s are available (Tapan, Nilesh and Mike)	Robert Kennedy
8.2	Computational Intelligence Item 9.1 (under AoB) discussed	Andrew reported that the seminar held was successful with 20 attendees - CIS meeting, video conferencing held and L31 report completed - Reporting to be taken to next news letter edition - Item 9.1 action item	Andrew Lewis and Amin Gharipour
8.3	Computer Society	- MJR reported that the CS chair is now located at QUT	MJR
8.4	Control Systems/Robotics & Automation	- Michael reported activities of the chapter is slow however few activities took place e.g., Brisbane brewery activities and analysis of steam engine	Michael Kearney
8.5	Engineering in Medicine & Biology	- No report	Stephen Wilson



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8.6	Microwave Theory & Techniques/Antennas & Propagation	- Greg reported new DL activities from California being organised	Greg Hislop
8.7	Power & Energy/DEIS	- Chandima reported on the event held and 22 attendees with 5~6 Industry participations - PES activities, meeting and R10 to be held in Bangkok requested funding support of \$700. The committee approved this request subjected to expense reporting - The event BCEC and APPEEC on 15~18 November	Chandima
8.8	Signal Processing/Communications	- Vaughan reported that meeting was held with 14 attendees - Worked on Nature paper on deep learning, audio coding from Japan and computer vision	Vaughan
8.9	Young Professionals	- Mohammad Amanzadeh reported the past event its success - Next event to take place in August - Student pub cap amount of \$1500 require resolution - Support is required to organise next event - Secretary (the vacant position) – Sohrab Mataredi reported that 10 student members who are graduating end of 2015 and participation of STEP project	Mohammad Amanzadeh and Reuben Peterkin
8.10	Women In Engineering Items 8.10.1, 8.10.2 and 8.10.3	- Marie Luise reported that R10 funding support proposal was not successful - WiE banner was created and printed (costs \$99, office works), location of the banner is at Marie-Luise Wille's home. It will remain at this location until a new committee is in place. - Past event: Women in Research Seminar 7 th July, 3-5pm, Griffith Uni South Bank o 24 registered via vTools o 15 showed up, 22 people in total o 4 fantastic speakers: Dr Kristy Vernon (Senior Lecturer QUT), Prof Tamara Davis (Professor in Cosmology&Astrophysics, UQ), Distinguished	Alexandra Posoldova and Marie Luise Wille
8.12	AOEC [Australian Oceanic Engineering Chapter]		Navinda Kottege

		<p>Professor Judith Clements (Director of Australian Prostate Cancer Centre QLD, Professor at QUT), Marie Philips (CEO, ICON Software Solutions), who talked about their career pathways and shared their life stories.</p> <ul style="list-style-type: none"> o Very good feedback from the speakers and the audience o Costs for wine presents for the speakers and catering were \$195 and have been reported to Mike o L31 Meeting Report has been submitted <p>- Next event: Pitch Perfect workshop and competition held in September.</p> <ul style="list-style-type: none"> o An event proposal has been submitted to the committee, requesting an extra \$150 on top of the \$200 event budget, to pay for the professional speech coach, which costs \$200 per hour. o The request has been approved. <p>No report</p>	
9.0	Other business.	<p>- 9.1 was discussed earlier under the item 8.2</p> <ol style="list-style-type: none"> 1. After a discussion on postal deliveries for the section Professor Saha agreed to have his name added to the section's mailing address for the time being. 2. Mike Robinson was appointed Public Officer for submitting business activity statements to the Australian Taxation Office. The committee thanked Professor Brian Lovell for undertaking this task in the past. 	DE, MJR and Tapan
10.0	Next meeting.	08 th September 2015	