



QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

Dr. Garry Einicke — Section Chair IEEE Queensland.	Dr. Tony Sahama—Secretary IEEE Queensland
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Minutes of Meeting held on October 13, 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	Ranju Manda			X	
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)	Bafrin 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)	Ken 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				
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)	Rob Makaremi	X			
Student Counsellor QUT	Seyit Camtepe			X	
Student Counsellor UQ	Rahul Sharma		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	
GU-GS Student Branch Chair	Reza Akbarzadeh	X			
Australian Oceanic Engineering Chapter	Navinda Kottege		X		
Power and Energy Chapter (student rep)	Hanxiao Zheng		X		
IEEE HKN Chair	Mehdi Mosadeghy			X	



QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ABN 674 316 489 74

Number	Item	Action	Actioned
	Chair: Garry Einicke opened the meeting with welcoming the members		
1.0	Attendance and apologies.	As noted	Daniel
2.0	Confirmation of agenda.	Moved by chair	Vice-Chair
3.0	Acceptance of minutes of the last meeting.	Moved by Tapan Saha and seconded by Robert Kennedy.	No objections from the members, passed unanimously
4.0	Business arising from the last meeting.	<ul style="list-style-type: none"> - At last month's meeting, the AES Chapter requested \$20,000 seed funding for a period of 12 months to organise the Radar conference in 2018. The conference has made a surplus last time and those IEEE sections who contribute will share the surplus and loss. - Tapan raised the issue of MOU requirement according to the IEEE rules for conference sponsorship and financial involvement of the sections while organising a conference. - Chair provided support considering the previous successful experience of Vaughan and his team. And section provided support in principal. - Further discussion at next committee meeting after a draft/sample of an MOU will be provided by Garry to Vaughan. 	Garry/ Vaughan/ Tapan
5.0	Committee Coordination – Section Chair.	<ul style="list-style-type: none"> - Chair thanked Hugo Espinosa for producing the 3rd Edition Newsletter and Mike Robinson for posting it on our web site. - Chair reiterated members not to forget to nominate for the 2016 chapter officer positions as described within the Newsletter. Deadline is 16 of October. - Chair asked each chapter and affinity group to contribute a report that summarises their 2015 activities for the AGM Report. - AGM report would be in the similar format as last year. Chapter and affinity group chairs can refer to last year's report as a sample. - Due to tight deadlines, section requested Mike Robinson to collect all chapter reports and produce the AGM report. The proposal was moved by Tapan Saha and seconded by Daniel Eghbal. 	Garry



QUEENSLAND SECTION

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		<ul style="list-style-type: none"> - Garry requested Mike (treasurer) to produce a financial report for the AGM annual report as well as submission of the section financial report to IEEE before March 2016 to be eligible for the rebate bonus. - Garry thanked Daniel for organising the AGM which will be held at St Leo's college, UQ campus on 2 Dec 2015. 	
6.0 Reports from the Section Committee			
6.1	Chair	<ul style="list-style-type: none"> - As per section 5.0 	Garry
6.2	Vice-Chair	<ul style="list-style-type: none"> - The Section and Chapter activity report for October was circulated and all members were reminded to submit the L31 forms. - All members were requested to nominate themselves if they plan to continue their role (a new rule will be effective from 1st Jan 2016) - Committee members were reminded that the call for nomination deadline is 16 Oct. - AGM will be on 2nd of December and St Leo's College is booked for the dinner and AGM venue. - AGM is free and AGM dinner registration will be \$40 for IEEE and EA members and \$60 for non-members and partners. - Daniel tabled a suggestion to either waive or subsidise the AGM dinner registration for 2015 active committee members. No decision was made. 	Daniel
6.3	Immediate past chair report (plus Engineering Australia report)	<ul style="list-style-type: none"> - Encouraged all to participate in IEEE voting. - Reported that the levy issue was still unresolved due to not yet receiving endorsements from NSW and Victoria Sections. - ANZCON information is still pending (discussion with NZ section) - IEEE AC Paper contest outcome is not yet finalised, but progressing. - Zia asked sections to participate and submit a proposal for IEEE R10 50 year celebration. 	Tapan
6.4	Secretary	<ul style="list-style-type: none"> - Education activities (in support of Kalum)- Necessary arrangement will be made for GIS related activities at QUT at the end of semester teaching period. Estimated time frame would be end of October and until mid-November. Date tbc. - TISP activities (in support of Mike)- A seminar on Responsive Web Design (RWD), to be organized at QUT. Similar date range as per above - Tony will be away more than half of 2016 so practically it will be 	Tony



QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ABN 674 316 489 74

		<p>difficult to continue his role as secretary. However, he is happy to help TISP (STEM) and Education activities as required.</p> <ul style="list-style-type: none"> - Secretary position for 2016 is still vacant. 	
6.5	Treasurer	<ul style="list-style-type: none"> - The Treasurer (Mike) reported that the Financial Report was circulated with current bank balances and activities recorded at the time of reporting. - Mike requested that members to submit their reports on chapter activities and report on the financial obligations in a timely manner. 	Mike
6.6	Awards & Recognition	<ul style="list-style-type: none"> - PC will be away and Mike will issue the certificates at the AGM. 	MJR and PC
6.7	Professional Activities	<ul style="list-style-type: none"> - One event so far was held and Alireza is trying to organise a second event. 	Alireza
6.8	Student Activities	<ul style="list-style-type: none"> - No reports. - There will be three thesis prizes for IEEE QLD student members this year. The results will be announced during the AGM. The announcement should be sent out to all active student members via the student councilors. - Vaughan volunteered to draft the email notification and send it out to student councilors and the Student Activity chair (Ranju). - Some student councilors are not active and hence an email notice will be sent out to all active QLD student members. 	Ranju/ Vaughan
6.9	Membership Development	<ul style="list-style-type: none"> - No reports. 	Yateendra
6.10	Educational Activities	<ul style="list-style-type: none"> - No reports. 	Kalum
6.11	<p>Newsletter Editor</p> <p>The URL for the July newsletter is http://tinyurl.com/nkjc6bm</p>	<ul style="list-style-type: none"> - Hugo encouraged all members to submit their activity report for the AGM report. - The 3rd issue was published can be found in this link: http://tinyurl.com/pyovglj. - With the AGM annual report in December, there will be no need for a pre-AGM 4th issue in November. - Section requested Hugo to publish a special issue after the AGM to cover the AGM event. - All committee members were asked to submit their annual report to Mike Robinson (as discussed under item 5) for the AGM annual report 	HE/MJR (and all)



QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ABN 674 316 489 74

		by Friday 27th of November.	
6.12	Webmaster	<ul style="list-style-type: none"> - Mike reported that he is successful on RWD and Mobile friendly web development. But this needs more work to update all the pages. - A separate page will be created for TISP. - Mike will nominate himself for the webmaster for 2016 to continue the RWD work. 	MJR
6.13	TISP	<ul style="list-style-type: none"> - Trying to organise an event with Stephen to spend the \$400 budget. 	Stephen and MJR
7.0	Student Chapter Activities		
7.1	UQ Student Chapter PES Student branch at UQ	<ul style="list-style-type: none"> - No report. - UQ PES student branch organised a workshop last week and is planning to organise an event as part of APPEEC next month. 	Jeremy/ Jaroslaw
7.2	QUT Student Chapter	<ul style="list-style-type: none"> - No report - Despite considerable number of student members at QUT, Seyit has not active and submitted no reports to the section so far. Section chair will contact and confirm if he is willing to continue his role actively. 	Garry
7.3	GU (Nathan) Student Chapter	<ul style="list-style-type: none"> - No report. 	Sascha
7.4	GU (Gold Coast) Student Chapter	<ul style="list-style-type: none"> - The committee welcomed Reza Akbarzadeh as the chair of Griffith University Student Branch at Gold Coast Campus. - Reza has filled out the petition form to establish the student branch at GU(GC campus). The form needs to be scanned and submitted to IEEE. - 25 members were recruited since two weeks ago. - A workshop is scheduled for tomorrow as well as a site visit to an Energex substation next week. So far 3 events were organised. - Jahangir continues his role in 2016 as GU (GC) Student Councillor 	Reza/Jahangir
7.5	CQU (Brisbane) Student Chapter	<ul style="list-style-type: none"> - Section chair will ask Mary to nominate herself or another person to continue the role. 	Mary
7.6	CQU (Rockhampton) Student Chapter	<ul style="list-style-type: none"> - No report 	Ed Palmer
7.7	USQ Student Chapter	<ul style="list-style-type: none"> - No report 	
8.0	Chapter and Affinity Groups		
8.1	Aerospace & Electronics Systems	<ul style="list-style-type: none"> - AES had one event on 2 Oct and L31 was submitted. - AES is working to host the 2018 Radar conference. 	Robert Kennedy



QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ABN 674 316 489 74

			(Vaughan)
8.2	Computational Intelligence	<ul style="list-style-type: none"> - A seminar was held at GU and one day workshop will be in November - A series of seminars is planned for 2016. - L31 form to be submitted for all organised events. 	Andrew Lewis / Amin
8.3	Computer Society	<ul style="list-style-type: none"> - CS Chair organized two events already. - One event was organized last night (83 attended the seminar). - Next event will on Thursday 15th Oct. 	MJR
8.4	Control Systems/Robotics & Automation	<ul style="list-style-type: none"> - An event is scheduled for November. 	James Brodie
8.5	Engineering in Medicine & Biology	<ul style="list-style-type: none"> - Garry will contact Stephen to confirm the L31 submission status. 	Stephen Wilson /Chair
8.6	Microwave Theory & Techniques/Antennas & Propagation	<ul style="list-style-type: none"> - No events in the past month. - Upcoming Events: - Mon 19 October 2015 - IEEE APS DL: Mats Gustavsson / Convex Optimization of Small Antennas at Griffith - Tue 3 November 2015 - IEEE APS DL: Sudkahar Rao / Satellite Antennas - Thu 6 November 2015 - IEEE APS DL: Christophe Caloz – Metamaterials - Section agreed to nominate Konstanty for the R10 volunteer award. 	Konstanty Bialkowski
8.7	Power & Energy/DEIS	<ul style="list-style-type: none"> - APPEEC 2015 organisation is progressing well. - 40 students sponsorship were awarded scholarships to attend the conference. - About 240 registrations already. - A PES seminar is planned for 17th Nov at Powerlink, QLD. 	Chandima and Nilesh
8.8	Signal Processing/Communications	<ul style="list-style-type: none"> - Two successful events were organised with around 200+ people in attendance. (History of Audio coding) - An event was organized on IEEE day. - Another journal paper club meeting is scheduled for next month. 	Vaughan
8.9	Young Professionals	<ul style="list-style-type: none"> - Initiated a move to establish a photonic and EDS joint chapter. This had been discussed with Asc/Prof. Aleksandar Rakic from UQ and he would take the leadership role once established. 	Mo, Reuben and Rob Makaremi
8.10	Women In Engineering	<ul style="list-style-type: none"> - A Perfect Pitch Workshop was held on September 16th with 	Alexandra,



QUEENSLAND SECTION

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		<p>professional speaking coach Jane Mott (L31 report has been accidentally lodged twice)</p> <ul style="list-style-type: none">- The workshop was very well received although only 13 registrants out of over 30 showed up, the reason for no-show was mainly due to sickness- The follow up Perfect Pitch Competition scheduled for the 30th of September had to be cancelled due to low numbers, the reason for low registration numbers is assumed to be due to:<ul style="list-style-type: none">- Some emails didn't go through (for example WIE Section email was delivered a week too late).- The workshop was during semester break and many people were not around.- The committee supported the rescheduling of the Perfect Pitch Competition- The tax invoice for Jane Mott has been approved by the Garry and Mike and she will get the money by the next business day.- Marie-Luise Wille will be on leave beginning of December and not be able to attend the AGM.	Marie-Luise Wille
8.12	AOEC [Australian Oceanic Engineering Chapter]	<ul style="list-style-type: none">- No report.	Navinda
9.0	Other business	<ul style="list-style-type: none">- None	
10.0	Next meeting.	10 th November 2015	