



QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

Dr. Garry Einicke, IEEE QLD.Chair	Dr. Ghavam Nourbakhsh - IEEE QLD Secretary
Phone: , Mobile: 0409 247 059	Phone: 3138-1589 (W) Mobile: 0413 030 406
Fax:	Fax: 3138-1516 (W)
Email: Garry.Einicke@csiro.au	Email: g.nourbakhsh@qut.edu.au

Minutes of Meeting held on February 9th 2016

Venue: UQ General Purpose (South) Building, Room 78-421 **SKYPE** video conference call ID: **ieec.qld**

Office	Attendance	Present	Apology	Absent	Via Skype
Chair	Garry Einicke	X			
Vice Chair	Daniel Eghbal	X			
Secretary	Ghavam Nourbakhsh	X			
Treasurer	Mike Robinson	X			
Immediate Past Chair	Tapan Saha	X			
Newsletter Editor	David Russell	X			
Webmaster	Mike Robinson	X			
Professional Activities	Dian Tjondronegoro			X	
Membership Development chair	Yateendra Mishra				X
Awards & Recognition	Preethi Chandra			X	
Student Activities Chair	Jaroslav Krata	X			
Educational Activities Chair	Kalum P. Udagepola				X
Engineers Australia Liaison	Tapan Saha	X			
TISP	Mike Robinson	X			
Women in Engineering (Chair)	Marie Luise Wille	X			
Women in Engineering (Vice chair)	Negareh Ghasemi	X			
Women in Engineering (Secretary)	Alexandra Posoldova	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)	Vacant				
Computational Intelligence Chapter (Chair)	Amin Gharipour				X
Computational Intelligence Chapter (VC)	Andrew Lewis			X	
Computational Intelligence Chapter (Sec)	Zahra Jadidi			X	
Computational Intelligence Chapter (Treasurer)	Alan Wee-Chung Liew	X			
Computer Chapter (Chair)	Tomasz Bednarz			X	
Computer Chapter (VC)	Ruslan Puscasu			X	
Computer Chapter (Sec)	Jingxin Xu		X		
Computer Chapter (Treasurer)	Mike Robinson	X			
Control Sys/Robo & Auto Chapter (Chair)	Luis Mejias Alvarez	X			
Control Sys/Robo & Auto Chapter (VC)	Navinda Kottege	X			
Control Sys/Robo & Auto Chapter (Sec)	Vacant				
Engineering in Medicine & Biology Chapter (Chair)	Mohanraj Karunanithi				X
Engineering in Med & Biology Chapter (VC)	Qing Zhang	X			
Engineering in Med. & Biology Chapter (Sec)	Yan Li			X	
MTT/AP Chapter (Chair)	Konstanty Bialkowski	X			
MTT/AP Chapter (VC)	Antony Lui	X			
MTT/AP Chapter (VC)	Morteza Shahpari			X	
MTT/AP Chapter (Secretary)	Mostafa Shahbani	X			
Power & Energy Chapter (Chair)	Nilesh Modi	X			
Power & Energy Chapter (VC)	Rahul Sharma		X		
Power & Energy Chapter (Secretary)	David Batterham	X			
Power and Energy Chapter (Student rep Chair)	Hanxiao Zhang			X	
Power and Energy Chapter (Student rep VC)	Lakshitha Naranpanawe			X	
Power and Energy Chapter (Student rep Secretary)	Marcus Jiang	X			
Signal Pro & Comms Chapter (Chair)	Andrew Bradley			X	
Signal Pro & Comms Chapter (VC)	Vaughan Clarkson	X			
Signal Pro & Comms Chapter (Sec)	Vacant				
Social Implications of Technology Chapter (Chair)	Lyria Bennett Moses			X	
Social Implications of Technology Chapter (VC)	Kieran Tranter			X	
Social Implications of Technology Chapter (Sec)	Michael Rigby			X	
Young Professionals Affinity Group (Chair)	Alexandra Posoldova	X			
Young Professionals Affinity Group (VC)	Reuben Peterkin	X			
Young Professionals Affinity Group (Sec)	Rob Makaremi	X			
Young Professionals Affinity Group (Treasurer)	Hamid Amini Moghadam	X			
Student Counsellor QUT	Vacant				
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	Sangeetha Kutty				X
Student Counsellor CQU – Rockhampton	Edward Palmer				X
UQ Student Branch Chair	Jeremy Taylor			X	
UQ Student Branch Treasurer	MB Mhd Noor			X	



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GU-GS Student Branch Chair	Reza Akbarzadeh		<i>X</i>		
Australian Oceanic Engineering Chapter	Navinda Kottege	<i>X</i>			
IEEE HKN Chair	<i>Vacant</i>				



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Number	Item	Action	Actioned
	Chair: Garry Einicke opened the meeting with welcoming the members		
1.0	Attendance and apologies.	As noted	Secretary
2.0	Confirmation of agenda.	Moved by chair	Vice-Chair
3.0	Acceptance of minutes of the last meeting.	Moved by Garry Einicke, proposed by Tapan Saha and seconded by Daniel Eghbal.	No objections, passed unanimously
4.0	Business arising from the last meeting.	No items were reported	Chair
5.0	Committee Coordination – Section Chair.		
6.0	Reports from the Section Committee		
6.1	Chair	<ul style="list-style-type: none"> - Chair welcomed all new officers. - New guidelines for co-funding IEEE QLD section technical events were presented. A copy will be available from the section’s website. - The new guideline aims to manage and optimise the catering expenditure. 	
6.2	Vice-Chair	<ul style="list-style-type: none"> - Committee members were informed of the IEEE e-notice express service and encouraged to use the e-notice to publicise the events well in advance. - Officer reporting was completed for 2016 committee early Jan. - Previous officer reporting history has some missing information. Especially for student activities and councilors. - Each year, Chair, vice-chair and secretary should review the officer reporting data and update it accordingly. - Some of the student councilors have not confirmed their availability for 2016. - Student councilor positions are key positions in attracting and engaging student members. QUT student councilor never attended a meeting and organized no activity. Committee members from QUT will look for a suitable candidate. 	Daniel/ (Ghavam, Negareh, Yattendra, Marie Luise)



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		<ul style="list-style-type: none"> - Section annual report for 2015 was submitted to R10. - Vice-chair emails the committee members links to the vTool and information on chapter and section emailing lists. - Chapter and affinity group chairs are encouraged to actively seek funds and award schemes from IEEE R10 and their parent society. Committee members were asked to identify and report the available schemes before the April meeting. 	
6.3	Immediate past chair report (plus Engineering Australia report)	<ul style="list-style-type: none"> - AC chair and Section vice-chair will attend the R10 meeting in Bangkok in March. - Results for 2015 AC Student paper competition were announced. - Send Call for 2016 AC student paper competition student members. - Queensland section paid the AC levy in 2015. 	Tapan Saha
6.4	Secretary	<ul style="list-style-type: none"> - Outlook meeting invites were sent to all committee members for 2016. 	
6.5	Treasurer	<ul style="list-style-type: none"> - The treasurer moved that Term Deposit 307188229 be extended from a 4-month term to a 12-month term when its current term expires in May 2016. Daniel Eghbal seconded the motion and it was passed without dissent. - Financial report for 2015 was submitted to IEEE. 	
6.6	Awards & Recognition	<ul style="list-style-type: none"> - No report from the award and recognition chair. - Vice-chair sends the 2015 officer list to Preethi so he can prepare the list of the section award candidates. 	Daniel/Preethi
6.7	Professional Activities	<ul style="list-style-type: none"> - No report. 	
6.8	Student Activities	<ul style="list-style-type: none"> - Jaroslaw was appointed as the chair for student activities. - Jaroslaw contacts student councilors to confirm their availability for 2016 and also communicate the AC student paper award. 	Jaroslaw
6.9	Membership Development	<ul style="list-style-type: none"> - Yateendra gave a brief report on Dec membership statistics. - Yateendra forwards the monthly detailed membership report from IEEE to the committee members. 	Yateendra
6.10	Educational Activities	<ul style="list-style-type: none"> - Kalum reported that with committee support he aims to organize technical events. - Kalum requested the 2016 committee webpage be updated with members contact details. 	
6.11	Newsletter Editor	<ul style="list-style-type: none"> - David Russell plans to publish four newsletters in 2016. The first is 	David Russel

	The URL for the July newsletter is http://tinyurl.com/nkjc6bm	planned for April and committee members will be contacted to submit their reports. The 1 st newsletter include vice-chair and Australia council chair report form the R10 meeting in March, membership development report, updates on the new section website and planned activities for chapters and affinity groups	
6.12	Webmaster	<ul style="list-style-type: none"> - The new website contains 140+ pages and works fine on PCs, tablets and smart phone. - Mike is working to transfer all pages from the old website to the new platform. - A “Resource” page was added that includes resources and materials for the section volunteers including guidelines, job descriptions for the committee positions; call for nomination templates and 	Mike
6.13	TISP	<ul style="list-style-type: none"> - TISP website is updated with the new format and all lesson plans are available from the website. 	
7.0	Student Chapter Activities		
7.1	UQ Student Chapter PES Student branch at UQ	<ul style="list-style-type: none"> - No report 	
7.2	QUT Student Chapter	<ul style="list-style-type: none"> - No report 	
7.3	GU (Nathan) Student Chapter	<ul style="list-style-type: none"> - Sascha continues his role in 2016 and plans to organise a student membership activity. 	Sascha
7.4	GU (Gold Coast) Student Chapter	<ul style="list-style-type: none"> - No report 	
7.5	CQU (Brisbane) Student Chapter	<ul style="list-style-type: none"> - No report 	
7.6	CQU (Rockhampton) Student Chapter	<ul style="list-style-type: none"> - Ed Palmer continues his role as CQU student councilor in 2016. - Section approved Ed Palmer’s request for funding an IEEE Pizza afternoon of their first year students to make them aware of IEEE. 	
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"> - 	
8.2	Computational Intelligence	<ul style="list-style-type: none"> - Section approved CIS’s request for financial assistance for catering for two planned seminar: <ul style="list-style-type: none"> o 10 Feb, “Big Data Analytics” o 9 March, ‘Social Media & Social Network Data Analytics’ 	



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8.3	Computer Society	- No report	
8.4	Control Systems/Robotics & Automation	- The chapter has plans for future technical seminars.	
8.5	Engineering in Medicine & Biology	- The chapter has plans for future technical seminars as well as some competition ideas.	
8.6	Microwave Theory & Techniques/Antennas & Propagation	- Morteza Shahpari and Anthony Lui are vice-chairs for 2016 and Mostafa Shabani was appointed as the secretary for 2016. - The chapter has plans for future technical seminars.	
8.7	Power & Energy/DEIS	- PES/DEIS has already planned 4 seminars and 2 DL over next 3 months. - Section approved PES/DEIS' request for \$100 catering budget for each seminar and up to \$500 for each DL. - PES/DEIS is hosting AUPEC in Sep at UQ. Section approved to provide seed money for the conference. An MOU has been submitted for the conference.	
8.8	Signal Processing/Communications	- The 1 st Tuesday journal paper meeting was held on Feb 2016. - Next meeting is on 1 st March.	
8.9	Social Implications of Technology	- No report.	
8.10	Young Professionals	- YP Queensland collaborates with Australia New Zealand YP coordinators and participates on open communication between R10 sections. - Once the applications will open, YP will apply for R10 support funds, which are up to 400USD. Committee agreed to support this application with half of the funds, which is 200USD. - First planned event called Leadership will be held last week of March in Brisbane. No financial support was requested. - YP read and understand financial advices. - YP plans to organize 6 events this year. - YP will try to open collaboration with Engineers Australia and co-organize events with them. - If event attendees will be also non-IEEE members, YP will provide information on how to join IEEE and YP.	
8.11	Women In Engineering	- Introduction of the new WiE committee (Luise Wille). - WIE has plans for the International Women's Week in QLD. - Next event is planned for March 11 th .	



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8.12	AOEC [Australian Oceanic Engineering Chapter]	- Navinda agreed to continue his role as QLD representative for AOEC.	
9.0	Other business	-	
10.0	Next meeting.	Next meeting will be 8 th of March.	