

**Minutes of Meeting held on February 18th 2020, 5:30pm**  
**Venue: UQ, St Lucia Campus, Advanced Engineering Building, Room 49-601**  
**Webex Meeting Number: 596 688 341 Dial in Number (\* 173.243.2.68)**

Nilesh Modi, IEEE QLD Section Chair	Jennifer Zapata, IEEE QLD Section Secretary
Phone:	Mobile:0451487655
Email: <a href="mailto:n.modi@ieee.org">n.modi@ieee.org</a>	Email: <a href="mailto:Jennifer.zapata@ieee.org">Jennifer.zapata@ieee.org</a>

Office	Attendance	Pre-sent	Apol-ogy	Skyp-e/We-bex	Ab-sent
Chair	Nilesh Modi	X			
Vice Chair	Alexandra Posoldova	X			
Secretary	Jennifer Zapata	X			
Treasurer	Vaughan Clarkson	X			
Immediate Past Chair	Daniel Eghbal				X
Newsletter Editor	David Spear	X			
Community Manager	Jennifer Zapata	X			
Webmaster	Babak Jedi	X			
Professional Activities					
Membership Development chair	Sudarshan Dahal	X			
Awards & Recognition					
Student Activities Chair					
Student Activities Assistant Chair					
Engineers Australia Liaison	Tapan Saha	X			
Women in Engineering (Chair)	Negareh Ghasemi		X		
Women in Engineering (Vice chair)	Marie-Luise Wille	X			
Women in Engineering (Secretary)					
Aerospace and Electronic Systems Chapter (Chair)	Tristan Gunnarsson				X

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Aerospace and Electronic Systems Chapter (VC)	Celeste de Mezieres				X
Computational Intelligence Chapter (Chair)					
Computational Intelligence Chapter (VC)					
Computer Chapter (Chair)	Vladimir Estivill-Castro		X		
Control Sys/Robo & Auto Chapter (Chair)	Navinda Kottege		X		
Control Sys/Robo & Auto Chapter (VC)	Rahul Sharma				X
Engineering in Medicine & Biology Chapter (Chair)	Mohanraj Karunanithi			X	
Engineering in Med & Biology Chapter (VC)	Qing Zhang				X
Engineering in Med. & Biology Chapter (Sec)	Vanessa Smallbon				X
Engineering in Med. & Biology Chapter (Scientific community officer)	Christian Redd				X
MTT/AP Chapter (Chair)	Antony Lui	X			
MTT/AP Chapter (VC)	Hugo Espinosa				X
MTT/AP Chapter (Secretary)	Anthony Stancombe	X			
MTT/AP Chapter (Treasurer)	Ahmed Toaha Mobashsher		X		
Power & Energy Chapter (Chair)	Chandima Ekanayake		X		
Power & Energy Chapter (VC)	Tapan Saha	X			
Power & Energy Chapter (Secretary)	Amin Mokari	X			
Power and Energy Chapter (industry engagement officer)	David Batterham			X	
Signal Pro & Comms Chapter (Chair)	Megan Dawson	X			
Signal Pro & Comms Chapter (VC)					

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Signal Pro & Comms Chapter (Sec)					
Young Professionals Affinity Group (Chair)					
Young Professionals Affinity Group (VC)	Marie-Luise Wille	X			
Young Professionals Affinity Group (Sec)					
Young Professionals Affinity Group (Treasurer)					
PE/IE/EA (Chair)	Mahinda Vilathgamuwa				X
PE/IE/EA (VC)	Junwei Lu			X	
PE/IE/EA (Sec)	Firuz Zare				X
PE/IE/EA (Treasurer)					
Blockchain (Chair)	Matthew Hutchins			X	
Blockchain (Vicechair)	Alexandra Posoldova	X			
<b>Student Counsellor QUT</b>	Ghavameddin Nourbakhsh		X		
QUT Student Branch, Chair					
QUT Student Branch, Vice-Chair					
QUT Student Branch, Secretary					
QUT Student Branch, Treasurer					
UQ student branch Councillor	Chandima Ekanayake		X		
UQ student branch Chair	Rohith Nuna				X
UQ student branch VC	Ricky Nguyen				X
UQ – PES branch					
<b>Student Counsellor GU-Nathan</b>	Sascha Stegen				X
GU Nathan Student Branch					

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Chair					
GU Nathan Student Branch Vice-Chair					
GU Nathan Student Branch Secretary					
GU Nathan Student Branch Treasurer					
Student Counsellor GU-GC	Stephen So				X
GU-GS Student Branch Chair					
GU-GS Student Branch Vice-Chair					
GU-GS Student Branch Secretary					
Student Counsellor USQ					
Student Counsellor CQU – Brisbane					
Student Counsellor CQU – Rockhampton					
Australian Oceanic Engineering Chapter – Queensland Rep					
Power and Energy Chapter (student rep chair)	Sameera Samarasinghe				X
Power and Energy Chapter (student rep vice-chair)	Ebby Thomas				X
Power and Energy Chapter (student rep secretary)	Indira Alcaidegodinez				X
IEEE ç President	Lucas Rabenhorst				X
IEEE HKN VP	Joshua Riddell				X
IEEE HKN Secretary	Ruiyuan Zhang				X
IEEE HKN Treasurer	Sameera Samarasinghe				X
IEEE HKN Media officer	Sameera Samarasinghe				X
IEEE HKN - Faculty advisor	Tapan Saha	X			
SSIT Chair					

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SSIT Vice-Chair					
SSIT Secretary					

The first Queensland Section meeting for 2020 started at 5:30pm after chair noted that the required quorum was present and welcomed the members. Jenniffer Zapata (Secretary) recorded the minutes.

1. **Attendance and apologies:** as noted.
2. **Confirmation of agenda:** agenda confirmed.
3. **Business arising from the last meeting:**
  - 2019\_11\_01: Done
  - 2019\_11\_02: Done
  - 2019\_11\_03: Done
  - 2019\_11\_04: Ongoing
4. **Approval of minutes from November meeting:** minutes of last meeting were circulated.  
**Proposed:** Nilesh Modi                      **Seconded:** Vaughan Clarkson                      **Approved**

## 5. Reports from the Section Committee

### 5.1. Chair

- a. Region 10 face-to-face meeting: it was supposed to be held in Vietnam in March. However, the epidemic of Coronavirus causes the cancelation of it. Region 10 sent a notification for holding a Webex meeting the 7<sup>th</sup> – 8<sup>th</sup> of March. Region 10 was going to cover the costs for the primary delegate of each Section. Therefore, the section chair will get a full refund for the travelling expenses from Region 10. Queensland Section approved to fund the travelling expenses of a second delegate, in this case the Vice Chair Dr. Alexandra Posoldova. She already bought a ticket, however she is not going to get full refund of it.

**Motion:** The expenses that are not going to be reimburse to Alexandra Posoldova for the travel to the Region 10 face-to-face meeting to be cover by Queensland Section. It is equal to \$975.8

**Proposer:** Nilesh Modi                      **Seconded:** Vaughan Clarkson  
Approved

- b. Bushfire donation to Australia: Australia Council talked about contributing to alleviate the devastation generated by the bushfires in Australia. Queensland Section would like to donate to it as well. The chair proposed to donate \$1 per member. However, it was decided that to whom that money would go is to be decided through a poll and that the entity should be in Queensland. David Spears proposed to donate to the Rural Fire Association Queensland. Tapan Saha proposed to donate to the Red-Cross. Jenniffer Zapata proposed to donate to a wildanimal shelter for helping recovery the flora and fauna savaged.

**2020\_02\_01 ACTION ITEM:** Jenniffer to create a poll for Queensland Section executive committee to vote and decide where to donate the money.

- c. IEEE QLD CS/RA split: The chair of the society asked for this item to be postponed to next meeting. It was approved.

## **5.2. Vice Chair**

- a. IEEE Queensland Section policy/manual: there are no official guidelines for Queensland Section. Section follows the MGA bylaws. However, these leave some decision making to be customised by section. An example of this happened in the past elections. It was not clear how to appoint a volunteer to a position when the official called has ended. Alexandra Posoldova proposed that every time that kind of situation arises Queensland Section update a guideline document.

**2020\_02\_02 ACTION ITEM:** Alexandra Posoldova to draft a guideline document.

- b. Committee roles filling. The committee approved the following appointments:  
Webmaster: Babak Jedi  
Signal processing / Coms Vice Chair: Andrew Ferris.

**2020\_02\_03 ACTION ITEM:** Alexandra to send details to Marie – Luise about Kianosh Soltani and to finalise YP committee.

**2020\_02\_04 ACTION ITEM:** Nilesh Modi to contact Raja Siamul and offer the secretary position for Signal processing/Communications Society.

There are still some vacant positions such as:  
Educational activities chair  
Student activities chair  
Professional activities chair

- c. CIGRE liaison officer: Gustavo Chamusca is appointed as a collaborative person.

**2020\_02\_05 ACTION ITEM:** Jenniffer Zapata to update the officer report page and send information to the webmaster for updating in the webpage.

**2020\_02\_06 ACTION ITEM:** Nilesh Modi to have a talk with Andrew Lewis and see if he is willing to continue as Chair of the Computational Intelligence Society.

**2020\_02\_07 ACTION ITEM:** Amin to send Alexandra the contact information for potential volunteer for Blockchain/IoT at QUT.

## **5.3. Secretary**

- a. Career fairs proposal event: Jenniffer Zapata has been working with the QUT Higher Degree Committee in the Faculty of Science and Engineering in an event called “2020 Career Expo”. The careers expo is an opportunity to connect with fu-

ture leaders in STEM, explore future collaborations, talk one-to-one with Higher Degree Research students and recruit potential future employees. She proposed to collaborate with IEEE from this year and onwards, so this event became an insignia in Queensland Section. The committee acknowledged the idea and supported it. It was also stated that for future events (next year) a collaboration with The University of Queensland and Griffith University will be explore subjected to the volunteers availability.

IEEE will sponsor the event in the gold category.

**Motion:** to support the event financially with \$750

**Proposer:** Jenniffer Zapata

**Seconded:** Nilesh Modi

**Approved**

**2020\_02\_08 ACTION ITEM:** Jenniffer Zapata to get in touch with the QUT committee finalise the collaboration.

#### **5.4. Treasurer**

Vaughan Clarkson reiterated the point from the AGM that the Section's net worth has improved markedly on the discovery that our HQ-imposed liabilities have been forgiven. Owing to a glitch in ANZ's transaction reporting (having temporarily erased the Treasurer's postal address), the source of three deposits in December isn't completely clear. It is believed they are ticket sales from the annual dinner. Vaughan is working with Alexandra to reconcile the amounts.

#### **5.5. Past chair**

Nothing to report.

#### **5.6. Newsletter Editor**

David Spear is the new newsletter editor. HE proposed to have a seasonal newsletter, with the first one at the end of March.

#### **5.7. Webmaster**

Nothing to report.

**2020\_02\_09 ACTION ITEM:** Jenniffer Zapata to send email to Queensland executive committee asking for photo, email, IEEE number and short biography.

#### **5.8. Awards & Recognition**

Nothing to report.

#### **5.9. Professional Activities**

Nothing to report.

#### **5.10. Student Activities**

Nothing to report.



**5.11. Membership Development**

Nothing to report.

**5.12. Educational Activities**

Nothing to report.

**5.13. Engineers Australia Liaison**

Professor Tapan Saha reported that Engineer Australia moved to Level 09, 340 Adelaide Street, Brisbane. If volunteers would like to organise an activity in that location, it is imperative that we let him know well in advance, between 3-4 months. Engineers Australia is always open to collaboration but it needs time to process it administratively.

**5.14. TISP**

It was decided that Queensland Section is going to close this program.

**2020\_02\_10 ACTION ITEM:** Jenniffer Zapata to retire this position from everywhere.

**6. Student Chapter activities:**

6.1. UQ

Nothing to report.

6.1.1. UQ PES

A membership drive activity was carried out between the 18<sup>th</sup> and 19<sup>th</sup> of February. Queensland Section is going to support \$21 for each new member in order to join IEEE.

6.2. QUT

Nothing to report.

**2020\_02\_11 ACTION ITEM:** Nilesh Modi to talk to the advisor about the student branch committee.

6.3. GU (GC)

Nothing to report.

**2020\_02\_12 ACTION ITEM:** Nilesh Modi to talk to the Griffith advisor about the student branch committee.

6.4. GU (Nathan)

Nothing to report.

6.5. CQU (Brisbane)

Nothing to report.

6.6. USQ

Nothing to report.

## 7. Chapter & Affinity Group reports and plans for 2019

### 7.1. Aerospace & Electronic Systems

Nothing to report.

### 7.2. Computational Intelligence

Nothing to report.

### 7.3. Computer Society

Nothing to report.

### 7.4. Control Systems/Robotics & Automation

Nothing to report.

### 7.5. Engineering in Medicine & Biology

Nothing to report.

### 7.6. Microwave Theory & Techniques/Antennas & Propagation

Nothing to report.

### 7.7. Power & Energy and DEIS Joint Chapter

It was approved a financial request for a DL \$500, 6<sup>th</sup> April.

**Motion:** to finance a DL for PES society.

**Proposer:** Tapan Saha

**Seconded:** Nilesh Modi

Approved

### 7.8. Power Electronic/Industrial Electronics/ Industry Applications

Nothing to report.

### 7.9. Signal Processing/Communications

The society carried out their first Journal Club meeting. They also are submitting and endorsement for doing a conference in 2024.

### 7.10. Young Professionals

Nothing to report.

### 7.11. Women In Engineering

Nothing to report.

### 7.12. IEEE HKN Mu Kappa Chapter

Nothing to report.

### 7.13. Blockchain/IoT

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It was discussed again the idea of changing the name from Blockchain/IoT to emerging technologies. However, the areas this group covers are closely related to areas of Computational Intelligence and Computer Society chapter. Because of that, rather than changing the name, Blockchain&IoT group might organise join events with these chapters. Alexandra will consider to be part of Computational Intelligence chapter due to her working experience in AI and to support this chapter to have ongoing activities at it is currently at risk.

8. Any other business.  
Nothing to report.
9. Next meeting (10<sup>th</sup> March 2020).

**ACTION LIST**

<b>Action No</b>	<b>Description</b>	<b>Completion Date</b>	<b>Status</b>
2020_02_01	Jennifer to create a poll for Queensland Section executive committee to vote and decide where to donate the money	Before next meeting	
2020_02_02	Alexandra Posoldova to draft a guideline document	Before next meeting	
2020_02_03	Alexandra to send details to Marie – Luise about Kianosh Soltani and to finalise YP committee	Before next meeting	
2020_02_04	Nilesh Modi to contact Raja Siamsul and offer the secretary position for Signal processing/Communications Society	Before next meeting	
2020_02_05	Jennifer Zapata to update the officer report page and send information to the webmaster for updating in the webpage	Before next meeting	
2020_02_06	Nilesh Modi to have a talk with Andrew Lewis and see if he is willing to continue as Chair of the Computational Intelligence Society	Before next meeting	
2020_02_07	Amin to send Alexandra the contact information for potential volunteer for Blockchain/IoT at QUT	Before next meeting	
2020_02_08	Jennifer Zapata to get in touch with the QUT committee and Eddie Custovic and finalise the collaboration	Before next meeting	
2020_02_09	Jennifer Zapata to send email to Queensland executive committee asking for photo, email, IEEE number and short biography	Before next meeting	
2020_02_10	Jennifer Zapata to retire this position from everywhere	Before next meeting	
2020_02_11	Nilesh Modi to talk with QUT advisor about student branch executive committee	Before next meeting	

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2020_02_12	Nilesh Modi to talk to Griffith advisor about the student branch executive committee	Before next meeting	
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**Budget requests**

Item name	date	Requested amount	Approved
Careers fairs funding	April	\$750	Yes
DL expenses for PES society	February	\$500	Yes

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Treasurer's Report:  
 Date prepared:  
 Treasurer:

February 2020 Meeting Report  
 Tuesday, 18 February 2020  
 Dr Vaughan Clarkson

<b>ANZ Brookside Shopping Centre (BSB 014-203)</b>		<b>Cheque Account 469430083</b>
Date	Item	Amount
1/11/19	Starting balance	\$56,314.44
<b>Income</b>		
6/11/19	TRANSFER FROM CBA 003 (blackbook.ai table reservation for annual dinner)	\$390.00
13/12/19	TRANSFER REFERENCE 1213004403 (Annual dinner ticket sales through eventbrite.com.au)	\$1,167.62
17/12/19	TRANSFER REFERENCE 1217010160 (Annual dinner ticket sales through eventbrite.com.au)	\$8.59
17/12/19	TRANSFER REFERENCE 1217010067 (Annual dinner ticket sales through eventbrite.com.au)	\$5,789.89
19/12/19	TRANSFER FROM BRISBANE CONV 000023797 (Annual dinner room rental refund)	\$895.00
17/1/20	TRANSFER REFERENCE 117008508 (R10 Section incentives)	\$4,269.31
<b>Expenses</b>		
4/11/19	ANZ INTERNET BANKING PAYMENT 184338 TO UNIVERSITY OF QUEENSLAND NO1 ACC (PES students/HKN technical visit partial expenses)	(\$200.00)
14/11/19	ANZ INTERNET BANKING PAYMENT 902393 TO WAAIL LAFTA (CPD seminar catering)	(\$44.53)
14/11/19	ANZ INTERNET BANKING PAYMENT 902758 TO WEERASINGHE SAMARASINGHE (Section meeting catering, PES event catering, HKN event catering)	(\$109.10)
25/11/19	ANZ INTERNET BANKING PAYMENT 440947 TO JASON WILLIAMS (AES event catering)	(\$123.00)
25/11/19	ANZ INTERNET BANKING PAYMENT 288192 TO EBBY THOMAS (Section meeting catering, PES event catering, HKN event catering, PES student chapter event catering) Part 2 of 2	(\$280.04)
25/11/19	ANZ INTERNET BANKING PAYMENT 288107 TO EBBY THOMAS (as above) Part 1 of 2	(\$1,000.00)
3/12/19	ANZ INTERNET BANKING PAYMENT 597648 TO HANNAKA ZAKACHARD (Annual dinner entertainment)	(\$150.00)
5/12/19	ANZ INTERNET BANKING PAYMENT 527027 TO DUNCAN VICKERS ENGRAVER (AGM/dinner awards)	(\$482.00)
6/12/19	ANZ INTERNET BANKING PAYMENT 186036 TO BRISBANE CONV EXHIBITION CENTRE (Annual dinner estimated costs) Part 1 of 2	(\$5,000.00)
9/12/19	ANZ INTERNET BANKING PAYMENT 581331 TO DANIEL EGHBAL (Annual dinner speaker gift)	(\$55.00)
9/12/19	ANZ INTERNET BANKING PAYMENT 454623 TO NEGAREH GHASEMI (Partial travel costs to ICPES '19 WIE event)	(\$500.00)
9/12/19	ANZ INTERNET BANKING PAYMENT 581243 TO BRISBANE CONV EXHIBITION CENTRE (as above) Part 2 of 2	(\$3,480.00)
11/12/19	ANZ INTERNET BANKING PAYMENT 492119 TO NILESH MODI (Plaque engraving reimbursement for IEEE Day)	(\$234.00)
11/12/19	ANZ INTERNET BANKING PAYMENT 617934 TO Brisbane Conv Exhibition Centre (Annual dinner final invoice)	(\$658.50)
23/12/19	ANZ INTERNET BANKING PAYMENT 129845 TO Weerasinghe Samarasinghe (Reimbursement of catering expenses for UQ PES event 19 Dec)	(\$60.85)
7/1/20	ANZ INTERNET BANKING PAYMENT 406847 TO Tara Shabab (Conferences 101 discount)	(\$10.00)
9/1/20	INTERNET BANKING MULTI-PAY ANYONE MULTIPLE PAYMENTS 885143 (2019 thesis prizes)	(\$1,500.00)
<b>Closing Balance</b>		\$54,947.83
<b>Nett cash available</b>		\$54,947.83
<b>Nett worth (nett cash available + assets - liabilities)</b>		\$129,947.83
<b>Assets: Term Deposits</b>		<b>Value</b>
ANZ 014203-911003931		\$25,000.00
ANZ 014203-911003659		\$25,000.00
ANZ 014203-914758977		\$25,000.00