

**Minutes of Meeting held on July 14th 2020, 5:30pm**

Venue: Online

Zoom ID Number: 973 2657 8470

Link: <https://zoom.us/j/97326578470?pwd=M0hONk51a3piVEpMY0tpenNOY1hHdz09>

Nilesh Modi, IEEE QLD Section Chair	Jeniffer 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:Jeniffer.zapata@ieee.org">Jeniffer.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	Jeniffer Zapata			X	
Treasurer	Vaughan Clarkson			X	
Immediate Past Chair	Daniel Eghbal			X	
Newsletter Editor	David Spear			X	
Community Manager	Jeniffer Zapata			X	
Webmaster	Farzad Faradjizadeh			X	
Membership Development chair	Sudarshan Dahal		X		
Awards & Recognition	Amin Mokaribolhas-san			X	
Student Activities Chair	Ebby Thomas			X	
Educational Activities Chair	Om Perkash		X		
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 Sys-tems Chapter (Chair)	Tristan Gunnarsson				X
Aerospace and Electronic Sys-tems Chapter (VC)	Celeste de Mezieres				X

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Aerospace and Electronic Systems Chapter (Sec)					
Computational Intelligence Chapter (Chair)	Alexandra Posoldova			X	
Computational Intelligence Chapter (VC)	Andrew Lewis			X	
Computational Intelligence Chapter (Sec)					
Computational Intelligence Chapter (Treasurer)					
Computer Chapter (Chair)	Vladimir Estivill-Castro			X	
Computer Chapter (VC)					
Computer Chapter (Sec)					
Computer Chapter (Treasurer)					
Control Sys/Robo & Auto Chapter (Chair)	Navinda Kottege			X	
Control Sys/Robo & Auto Chapter (VC)	Thierry Peynot			X	
Control Sys/Robo & Auto Chapter (Sec)	Alejandro Melendex-Calderon			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

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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)	Andrew Feres				X
Signal Pro & Comms Chapter (Sec)					
Young Professionals Affinity Group (Chair)	Marie-Luise Wille			X	
Young Professionals Affinity Group (VC)					
Young Professionals Affinity Group (Sec)	Jennifer Zapata			X	
Young Professionals Affinity Group (Treasurer)					
PE/IE/EA (Chair)	Mahinda Vilathgamuwa				
PE/IE/EA (VC)	Junwei Lu				
PE/IE/EA (SEc)	Farzad Farajizadeh			X	
PE/IE/EA (Treasurer)	Firuz Zare				X
Blockchain (Chair)	Matthew Hutchins			X	
Blockchain (Vicechair)	Alexandra Posoldova			X	
<b>Student Counsellor QUT</b>	Ghavameddin Nourbakhsh			X	
QUT Student Branch, Chair	Alex Makieieva			X	
QUT Student Branch, Vice-Chair	Amin Moaribolhassan			X	

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QUT Student Branch, Secretary	Shaetrun Pathmanathan			X	
QUT Student Branch, Treasurer	Amin Moaribolhassan			X	
UQ student branch Councillor	Chandima Ekanayake			X	
UQ student branch Chair	Wendi Ma			X	
UQ student branch VC	Deren Teo			X	
UQ Student Branch Secretary	Richal Verma				
UQ Student Branch Treasurer	Jemmy Jiang				
<b>Student Counsellor GU-Nathan</b>	Sascha Stegen				
GU Nathan Student Branch 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	Jade Newing			X	
GU-GS Student Branch Vice-Chair	Rory McGrady				X
GU-GS Student Branch Treasurer	Georgia Nicholson				X
Student Counsellor USQ					
Student Counsellor CQU – Brisbane					
Student Counsellor CQU – Rockhampton					
Australian Oceanic Engineering Chapter – Queensland Rep					
Power and Energy Chapter (student rep chair)	Indira Alcaide-godinez				X

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Power and Energy Chapter (student rep vice-chair)	Xin Zhong				X
Power and Energy Chapter (student rep secretary)	Anupam Dixit				X
Power and Energy Chapter (student rep treasurer)	Gayan Lankeshwara				X
IEEE ç President	Aobo Zhou		X		
IEEE HKN VP	Indira Alcaide-Godinez				X
IEEE HKN Secretary	Ruiyuan Zhang				X
IEEE HKN Treasurer	Sameera Samara-singhe			X	
IEEE HKN Media officer	Sameera Samara-singhe			X	
IEEE HKN - Faculty advisor	Tapan Saha			X	
SSIT Chair					
SSIT Vice-Chair					
SSIT Secretary					

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The seventh 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:**

01: ongoing

02: complete

03: ongoing

04: complete

4. **Approval of minutes from June meeting:** minutes were not circulated. They will be circulate for next month.

5. **Reports from the Section Committee**

**5.1. Chair**

- Newsletter: the newsletter editor has already received several articles and it is finalising the first newsletter of 2020.
- The chair urged committee members to apply for the Engineers Australia Award, he has already sent an email with detail information.
- AGM: start thinking about it on site or online?

**ACTION ITEM 2020\_07\_01:** Alexandra will reach out to ABCB for initial consultation.

**5.2. Vice Chair**

- Nomination for 2021: a nomination committee will be set up. It was decided that the first call for nominations will be at the end August- September. Alexandra urged committee members to start thinking about a future successor if they have been for two years in the same position.
- AGM: the committee still do not know if the AGM will be done face to face or via online. However, it is important to plan ahead for both scenarios.

**ACTION ITEM 2020\_07\_02:** Alexandra to send email with proposals for venues.

**5.3. Secretary**

- IEEE Day celebration: ideas for next meeting.
- Community management: a reminder for everyone to send their events in order to be posted online. Next meeting to decide about opening Twitter account.

**ACTION ITEM 2020\_07\_03:** Jenniffer to create a social media policy.

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**5.4. Treasurer**

There was little financial activity again in June. We recorded a small surplus over the month. Our one-year term deposit at ANZ has matured.

**Motion:** that the term deposit be renewed but with a term of three years, reinvesting the interest.

**Proposed:** Vaughan Clarkson

**Supported:** Nilesh Modi

The Section rebate notice has been received. The funds should appear in the account in the next few weeks.

**5.5. Past chair**

Nothing to report.

**5.6. Newsletter Editor**

Contributions from chapters send it by tomorrow.

**5.7. Webmaster**

Nothing to report.

**5.8. Awards & Recognition**

The process will be starting soon.

**5.9. Student Activities**

Nothing to report.

**5.10. Membership Development**

Nothing to report.

**5.11. Educational Activities**

Nothing to report.

**5.12. Engineers Australia Liaison**

They may allow something in the new office. Dinner is cancelled but they are still organising virtual events.

**6. Student Chapter activities:**

**6.1. UQ**

First meeting a month ago with the new executive committee.

**6.1.1.UQ PES**

The 19<sup>th</sup> June activity was successful. 25 attendees. It is already reported on vTools.  
Next activity event with HKN Quiz competition

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6.2. QUT

- Alex Makieieva started the role as a Chair
- Shaetrun Pathmanathan started the role as a Secretary
- Starting the QUT IEEE Student Club as requisite at QUT to have an access to bigger amount of students
- Planning an event in August-September. Topic of the event is still haven't been approved

6.3. GU (GC)

Nothing to report.

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

A first online event was done with 10 people attending it.

7.3. Computer Society

A first online event is going to be done the 2<sup>nd</sup> September. The information will be published soon.

7.4. Control Systems/Robotics & Automation

Nothing to report.

7.5. Engineering in Medicine & Biology

An upcoming webinar is going to be held at the end of July. The event has been advertised in all our social channels.

**ACTION ITEM 2020\_07\_04:** Jenniffer to give access to Tara to EMBS and QUT SB.

7.6. Microwave Theory & Techniques/Antennas & Propagation

Annual chapter meeting last Friday was done online via Zoom. There were several updates from the society. DL events will be done online and the chapter is planning to run a couple of them here in Queensland.



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7.7. Power & Energy and DEIS Joint Chapter

Supported 5 Technical events

- One event was a joint event between all PES in Australia.
- In all events large number attendees from the industry.
- PES GM 2020 is running between 2-7th August.
- PES offered USD200 worth 4 scholarships after calling applications.
- ISGT 2021 is postponed to December 2021.

7.8. Power Electronic/Industrial Electronics/ Industry Applications

A seminar and a symposium was done. A video file was prepared.

**ACTION ITEM 2020\_07\_05:** Farzad to send video file to Jenniffer for publishing in YouTube.

7.9. Signal Processing/Communications

There has been 2 in-person technical talks pre-COVID, one virtual and another in person scheduled for this upcoming Thursday. The committee approved to pay for a 6 month meetup subscription (98USD), this is to advertise events to a wider audience.

7.10. Young Professionals

An upcoming webinar about career development will be hosted the 10<sup>th</sup> August 2020 with the career coach Georgia Ridler.

7.11. Women In Engineering

Nothing to report.

7.12. IEEE HKN Mu Kappa Chapter

- Mu Kappa Chapter has submitted their annual report and all event reports through vTool. Deadline was 30th June.
- We have attracted six new Members for the Mu Kappa Chapter. They have applied for their Membership with our endorsement. When they get their invoices and certificates, they will contact Section Treasurer for the 50% support from the Section.
- We have planned Mu Kappa Chapter's new members induction event on 29th July, which may have to be deferred due to several reasons.

7.13. Blockchain/IoT

Nothing to report.

8. Any other business.

Next meeting will be held at 5pm.

9. Next meeting (11<sup>th</sup> August 2020).

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**ACTION LIST**

<b>Action No</b>	<b>Description</b>	<b>Completion Date</b>	<b>Status</b>
2020_07_01	Alexandra will reach out to ABCB for initial consultation	Before next meeting	
2020_07_02	Alexandra to send email with proposals for venues	Before next meeting	
2020_07_03	Jennifer to create a social media policy	Before next meeting	
2020_07_04	Jennifer to give access to Tara to EMBS and QUT SB	Before next meeting	
2020_07_05	Farzad to send video file to Jennifer for publishing in YouTube	Before next meeting	

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**Budget requests**

Item name	date	Requested amount	Approved
Refund to Megan for Meetup payment		98 USD	Yes