

Minutes of Meeting held on June 09th 2020, 5:30pm

Venue: Online

Webex Meeting Number: 596 688 341 Dial in Number (* 173.243.2.68)

| | |
|---|---|
| Nilesh Modi, IEEE QLD Section Chair | Jeniffer Zapata, IEEE QLD Section Secretary |
| Phone: | Mobile:0451487655 |
| Email: n.modi@ieee.org | Email: Jeniffer.zapata@ieee.org |

| 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 (Secre-tary) | | | | | |
| Aerospace and Electronic Sys-tems Chapter (Chair) | Tristan Gunnarsson | | | | X |
| Aerospace and Electronic Sys-tems Chapter (VC) | Celeste de Mezieres | | | | X |

Minutes of Meeting held on June 09th 2020, 5:30pm

Venue: Online

Webex Meeting Number: 591 164 987 Dial in Number (1800456315)

| | | | | | |
|--|-----------------------------|--|--|---|---|
| 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 |
| Power & Energy Chapter | Chandima Ekanayake | | | X | |

Minutes of Meeting held on June 09th 2020, 5:30pm

Venue: Online

Webex Meeting Number: 591 164 987 Dial in Number (1800456315)

| | | | | | |
|--|------------------------|--|---|---|---|
| (Chair) | | | | | |
| 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 | | | | X |
| PE/IE/EA (VC) | Junwei Lu | | | | X |
| PE/IE/EA (SEc) | Farzad Farajizadeh | | | X | |
| PE/IE/EA (Treasurer) | Firuz Zare | | | | X |
| Blockchain (Chair) | Matthew Hutchins | | | X | |
| Blockchain (Vicechair) | Alexandra Posoldova | | | X | |
| Student Counsellor QUT | Ghavameddin Nourbakhsh | | | X | |
| QUT Student Branch, Chair | Alex Makieieva | | | | |
| QUT Student Branch, Vice-Chair | Amin Moaribolhassan | | | | |
| QUT Student Branch, Secretary | Shaetrun Pathmanathan | | | | |

Minutes of Meeting held on June 09th 2020, 5:30pm

Venue: Online

Webex Meeting Number: 591 164 987 Dial in Number (1800456315)

| | | | | | |
|---|------------------------|--|---|---|---|
| QUT Student Branch, Treasurer | Amin Moaribolhassan | | | | |
| 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 | | | | |
| Student Counsellor GU-Nathan | Sascha Stegen | | | | X |
| 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 |
| Power and Energy Chapter (student rep vice-chair) | Xin Zhong | | | | X |

Minutes of Meeting held on June 09th 2020, 5:30pm

Venue: Online

Webex Meeting Number: 591 164 987 Dial in Number (1800456315)

| | | | | | |
|---|----------------------------|--|---|---|---|
| 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 | | | | | |

The sixth Queensland Section meeting for 2020 started at 5:30pm after chair noted that the required quorum was present and welcomed the members. Nilesch Modi (Chair) recorded the minutes.

1. **Attendance and apologies:** as noted.
2. **Confirmation of agenda:** agenda confirmed.
3. **Business arising from the last meeting:**
4. **Approval of minutes from March and April meeting:** minutes of last meeting were circulated.

Propose: Nilesch Modi

Seconded: Tapan Saha

5. Reports from the Section Committee

5.1. Chair

The chair encouraged all the members to create more online events.

5.2. Vice Chair

Committee discussed and agreed to buy Zoom pro for one year at a cost of approximately \$200

Motion: to buy zoom pro for one year.

Proposed: Alexandra Posoldova

Seconded: Marie-Luise Wille

A YouTube channel has been created. In the next upcoming newsletter the channel will be publicised.

ACTION ITEM 2020_06_01: Jenniffer and Babak to include YouTube channel in our social channels and web page.

5.3. Secretary

Nothing to report.

5.4. Treasurer

New ATO contacts established. No expenditure to report

5.5. Past chair

Nothing to report. Expenditure from R10 f2f meeting is going to be refund.

5.6. Newsletter Editor

It is planned to be published by the end of June.

ACTION ITEM 2020_06_02: David to send email to committee members asking for contribution.

5.7. Webmaster

Discussion around how to make the web page more automated.

ACTION ITEM 2020_05_01: Babbak and Farzad to explore ideas for automate the web page profiles.

5.8. Awards & Recognition

It was discussed that web attendance should be counted as 'attendance' if someone applies for an award.

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

It was discussed what events can be done remotely. They are exploring ideas on the type of events to be organized and also discussing with other Australian sections.

6. Student Chapter activities:

6.1. UQ

Nothing to report.

6.1.1.UQ PES

They will be having a talk on 19th June.

ACTION ITEM 2020_06_03: Indira to create a report in vTools.

6.2. QUT

Tara is helping to support SB activities.

6.3. GU (GC)

Online mock interview event was done and it was opened to Nathan Campus as well.
It was a very successful.

6.4. GU (Nathan)

Nothing to report.

6.5. CQU (Brisbane)

Nothing to report.

6.6. USQ

Minutes of Meeting held on June 09th 2020, 5:30pm

Venue: Online

Webex Meeting Number: 591 164 987 Dial in Number (1800456315)

Nothing to report.

7. Chapter & Affinity Group reports and plans for 2019

7.1. Aerospace & Electronic Systems

Nothing to report.

7.2. Computational Intelligence

There is a webinar planned for 30th June. The details have been already published online.

7.3. Computer Society

They are still discussing ways to organise online events.

7.4. Control Systems/Robotics & Automation

They are setting up a series of webinars. One is lined up towards end of June or early July, more details to come soon.

7.5. Engineering in Medicine & Biology

The webinar was re-scheduled on 23rd June, the speaker is a Harvard medical school professor.

7.6. Microwave Theory & Techniques/Antennas & Propagation

Two DL events are planned as online events. The society had one administrative meeting.

7.7. Power & Energy and DEIS Joint Chapter

A Planning meeting was held today. There has been 4 events completed. They are planning to create 10 events. Use of 4k travel grant. PES GM is a virtual meeting. They requested committee to approve \$1500 for virtual meeting.

Proposed: Nilesh Modi

Seconded: Alexandra Posoldova

ACTION ITEM 2020_06_04: PES to come up with revised guidelines for award.

7.8. Power Electronic/Industrial Electronics/ Industry Applications

They are going to run an online symposium, and currently collecting abstracts. Date 26th June

7.9. Signal Processing/Communications

Journal virtual club, it was very successful on the Zoom platform.

7.10. Young Professionals

Nothing to report.

7.11. Women In Engineering

Minutes of Meeting held on June 09th 2020, 5:30pm

Venue: Online

Webex Meeting Number: 591 164 987 Dial in Number (1800456315)

There was a webinar event on 11th June on Work life balance. They are planning for another event.

7.12. IEEE HKN Mu Kappa Chapter

A maximum of 20 members. Inductive new member. Monthly meeting tomorrow. Prospective 5 new student members. Section would pay half of the joining fee. \$72 total fee. Approval already for 50%.

Motion: To support half the joining fee for new members.

Proposed: Tapan Saha

Seconded: Alexandra Posoldova

7.13. Blockchain/IoT

There was 01 webinar completed, the QLD chief entrepreneur delivered the talk. Event recorded and available on Youtube.

8. Any other business.

Next meeting will be held at 5pm.

9. Next meeting (12th June 2020).

Minutes of Meeting held on June 09th 2020, 5:30pm

Venue: Online

Webex Meeting Number: 591 164 987 Dial in Number (1800456315)

ACTION LIST

| Action No | Description | Completion Date | Status |
|------------------|--|------------------------|---------------|
| 2020_06_01 | Jennifer and Babak to include YouTube channel in our social channels and web page. | Before next meeting | |
| 2020_06_02 | David to send email to committee members asking for contribution. | Before next meeting | |
| 2020_06_03 | Indira to create a report in vTools. | Before next meeting | |
| 2020_06_04 | PES to come up with revised guidelines for award. | Before next meeting | |

Budget requests

| Item name | date | Requested amount | Approved |
|-----------------------|------|------------------|----------|
| PES virtual meeting | | 1,500 | Yes |
| Zoom Pro for one year | | 200 | Yes |
| HKN member fee | | 72 | Yes |