

Minutes of Meeting held on March 10th 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	Jeniffer Zapata, IEEE QLD Section Secretary
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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	Babak Jeddi				X
Professional Activities					
Membership Development chair	Sudarshan Dahal		X		
Awards & Recognition	Amin Mokaribolhas-san				X
Student Activities Chair	Ebby Thomas				X
Educational Activities Chair	Om Perakash			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 Systems Chapter (Chair)	Tristan Gunnarsson				

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Aerospace and Electronic Systems Chapter (VC)	Celeste de Mezieres				
Aerospace and Electronic Systems Chapter (Sec)					
Computational Intelligence Chapter (Chair)					
Computational Intelligence Chapter (VC)					
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)					
Control Sys/Robo & Auto Chapter (Sec)					
Engineering in Medicine & Biology Chapter (Chair)	Mohanraj Karunanithi				
Engineering in Med & Biology Chapter (VC)	Qing Zhang			X	
Engineering in Med. & Biology Chapter (Sec)	Vanessa Smallbon				
Engineering in Med. & Biology Chapter (Scientific community officer)	Christian Redd				
MTT/AP Chapter (Chair)	Antony Lui	X			
MTT/AP Chapter (VC)	Hugo Espinosa				
MTT/AP Chapter (Secretary)	Anthony Stancombe		X		
MTT/AP Chapter (Treasurer)	Ahmed Toaha				

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	Mobashsher				
Power & Energy Chapter (Chair)	Chandima Ekanayake			X	
Power & Energy Chapter (VC)	Tapan Saha				
Power & Energy Chapter (Secretary)	Amin Mokari				
Power and Energy Chapter (industry engagement officer)	David Batterham				
Signal Pro & Comms Chapter (Chair)	Megan Dawson				
Signal Pro & Comms Chapter (VC)					
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				
Blockchain (Chair)	Matthew Hutchins			X	
Blockchain (Vicechair)	Alexandra Posoldova	X			
Blockchain (secretary)	Ali	X			
Student Counsellor QUT	Ghavameddin Nourbakhsh		X		
QUT Student Branch, Chair					

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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 Student Branch Secretary					
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-GC Student Branch Chair	Jade Newing			X	
GU-GC Student Branch Vice-Chair	Rory McGrady				X
GU-GC 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)	Gayana Lankeshwara				X
IEEE ç President	Lucas Rabenhorst				X
IEEE HKN VP	Joshua Riddell				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 third Queensland Section meeting for 2020 started at 5:30pm after vice chair noted that the required quorum was present and welcomed the members. Alexandra Posoldava (Vice Chair) recorded the minutes.

1. **Attendance and apologies:** as noted.
2. **Confirmation of agenda:** agenda confirmed.
3. **Business arising from the last meeting:**

2020_02_01: Done
2020_02_02: Ongoing
2020_02_03: Done
2020_02_04: Ongoing
2020_02_05: Ongoing
2020_02_06: Done
2020_02_07: Done
2020_02_08: Done
2020_02_09: Done
2020_02_10: Done
2020_02_11: Done
2020_02_12: Done

4. **Approval of minutes from February meeting:** minutes of last meeting were circulated.

Proposed: Nilesh Modi **Seconded:** Alexandra Posoldova **Approved**

Accepted with corrections:

CS/Robotics vice-chair and secretary positions should be blank
Support for career fair is \$500

5. **Reports from the Section Committee**

5.1. Chair

5.1.1. Formation of LMAG – Interest Group for Life Members.

2020_03_01 ACTION ITEM: Nilesh to approach life members to find someone to lead LMAG interest group.

5.1.2. IEEE QLD CS/RA split: postpone the split until later this year, positions has been filled Thierry as Vice Chair and Alejandro as Secretary.

2020_03_02 ACTION ITEM: Navinda to reach out Rahul to see if he is happy to take on treasurer position or craft for him a position that would suit him.

5.1.3. Bushfire donation: too late to donate to this cause now. Few ideas has been brainstormed on how to support.

5.2. Vice Chair:

5.2.1. Appointing volunteers that expressed interest: Ebby as the new student branch coordinator.

5.3. Secretary

Nothing to report.

5.4. Treasurer

5.4.1. Report: Report has been shared prior to meeting and items from February reporting that were unclear have been identified and cleared.

5.4.2. GST reporting: GST reporting: last 2 business activity has not been lodged due to Mike not being able to carry out this any longer. Vaughan to take on this responsibility. Vaughan Clarkson to be the principal operator of ABN account and Nilesh Modi to be secondary operator.

2020_03_03 ACTION ITEM: Vaughan to update ATO with current volunteer positions and become principal operator of ABN account and Nilesh Modi to be secondary operator.

5.5. Past chair

Nothing to report.

5.6. Newsletter Editor

5.6.1. Call for contribution: has been send out. Deadline for contributions is 21st of March. Release is planned by the end of March.

5.7. Webmaster

Farzad is handing over his knowledge and duties to Babbak but due to Farzad being in quarantine he has been unable to do so. Babbak and Farzad to update website with new volunteers.

2020_03_04 ACTION ITEM: Babbak to collaborate with Farzad to update website with current volunteers.

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

Nothing to report.

6. Student Chapter activities:

6.1. UQ

Chandima contacted couple students to find volunteers.

In two weeks membership drive session is planned to rise exposure. Budget of \$100 has been approved to organise this.

6.1.1.UQ PES

Representing IEEE as well as IEE-UQ-PES student chapter in the First Year Orientation program held on 18th and 19th February 2020.

Planning to visit 2nd and 4th year lectures on this week to give a presentation on “Introduction to IEEE and the benefits of joining”

6.2. QUT

2020_03_05 ACTION ITEM: Nilesch to sent list of QUT student members

6.3. GU (GC)

Two events planned, no support requested. Membership drive - \$10 per student member or half of membership covered by section.

2020_03_06 ACTION ITEM: Chandima to send form to organise membership drive to Jade.

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

Jim Bezdek to give lecture as DL sometimes in May. There will be a joint event with Blockchain&IoT group in AI panel discussion.

7.3. Computer Society

At the start of this year the society has started negotiations to bid for 3 academic conferences to be hosted in Queensland. It is hoped that membership of IEEE-QLD would like to know of these coming events which may happen in 2021 or 2022, but which could host activities and events jointly within the meeting. In particular, within the program of these conferences it is aimed to include specific activities for IEEE-QLD membership such as tutorials, industrial panels, industry impact session and sessions on demonstration of prototypes or applications.

The Australasian Computer Science Conference (organised by CORE), Venue Gold Coast: Bidding has started and initial phase approved by CORE president Prof. David Abramson.

International Conference on Modelling Decisions for Artificial Intelligence, which has proceedings published by Springer-Verlag Lecture Notes in Computer Science. For this one the society has preliminary approval from steering chair president Prof. Vicenc Torra ACM / IEEE International Conference on Model Driven Engineering Languages and Systems (MODELS). They had a meeting with Prof. Jordi Cabot and bidding will go ahead.

The society is also in the process of organising a session of PhD students called "Why and When to use LaTeX", potentially at Engineers Australia premises on Level 09, 340 Adelaide Street, Brisbane. The candidate dates at this stage are 23rd or 30th of April 2020.

Finally, they are still recruiting an executive for the Computer Chapter (vice chairs/secretary).

7.4. Control Systems/Robotics & Automation

IEEE QLD Sponsorship for MIT Summer School for Cognitive Robotics – the sponsorship has been rejected as this is not a IEEE event and will not have immediate impact on IEEE QLD members. The event can be promoted in newsletter.

7.5. Engineering in Medicine & Biology

There was a \$100 budget request for an activity on March.

7.6. Microwave Theory & Techniques/Antennas & Propagation

The society has reached out to a couple of DLs but nothing is planned yet due to Coronavirus.

7.7. Power & Energy and DEIS Joint Chapter

Nothing to report.

7.8. Power Electronic/Industrial Electronics/ Industry Applications

There is a planned lecture at the end of March. A co-sponsoring QUT-PEC seminars.

7.9. Signal Processing/Communications

First journal club session has been organised.

7.10. Young Professionals

Proposing alternative to Webex and having a student to manage meetings.

2020_03_07 ACTION ITEM: Nilesh to set up meeting with UQ AV person to connect to room microphones.

7.11. Women In Engineering

Nothing to report.

7.12. IEEE HKN Mu Kappa Chapter

The election was conducted during the 2020 UQ IEEE HKN AGM, held on 8th April 2020. Prior to the AGM, election commissioner received the following nominations:

Sameera Samarasinghe: nominated

Chair : Joshua Riddell

Vice chair : Indira Alcaide-Godinez

Secretary : Ruiyuan Zhang

Treasure and media officer : Sameera Samarasinghe

Indira Alcaide-Godinez nominated

Secretary : Aobo Zhou

Treasure and media officer : Ruiyuan Zhang

Joshua Riddell declined the nomination as he will be leaving UQ in few months.

Indira nominated Aobo Zhou as the chair of the chapter.

Sameera seconded it.

No other objections or nominations were received.

The appointed UQ IEEE HKN chapter committee members for year 2020-2021 are,

Chair : Aobo Zhou (Indira nominated , Sameera seconded)

Vice chair : Indira Alcaide-Godinez (Sameera nominated , Aobo and Ebby seconded)

Secretary : Ruiyuan Zhang (Sameera nominated , Ebby/Indiara seconded)

Treasure and media officer : Sameera Samarasinghe (ISameera nominated , Indiara seconded)

Support of \$100 was approved to organise AGM.

7.13. Blockchain/IoT

Planned AI panel discussion in collaboration with QLD Chief Entrepreneur. Tentatively second half/end of April. Conditioned to coronavirus situation development.

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8. Any other business.
9. Next meeting (14th April 2020).

ACTION LIST

Action No	Description	Completion Date	Status
2020_03_01	Nilesh to approach life members to find someone to lead LMAG interest group	Before next meeting	
2020_03_02	Navinda to reach out Rahul to see if he is happy to take on treasurer position or craft for him a position that would suit him.	Before next meeting	
2020_03_03	Vaughan to update ATO with current volunteer positions and become principal operator of ABN account and Nilesh Modi to be secondary operator.	Before next meeting	
2020_03_04	Babbak to collaborate with Farzad to update website with current volunteers.	Before next meeting	
2020_03_05	Nilesh to sent list of QUT student members	Before next meeting	
2020_03_06	Chandima to send form to organise membership drive to Jade.	Before next meeting	
2020_03_07	Nilesh to set up meeting with UQ AV person to connect to room microphones	Before next meeting	

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Budget requests

Item name	date	Requested amount	Approved
Membership drive for UQ branch	24/03/2020	100	YES
Engineering in Medicine & Biology event	27/03/2020	100	YES
HKN Mu Kappa Chapter AGM		100	YES