



QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

Dr. Alexandra Posoldova— Section Chair IEEE Queensland.	Dr. Rahul Sharma—Secretary IEEE Queensland
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Minutes of Meeting held in July 2021

Date: 13/07/2021 (Zoom)

Attendance:

Office	Attendance	Present	Apology	Absent
Chair	Alexandra Posoldova	X		
Vice Chair	Chandima Ekanayake		X	
Secretary	Rahul Sharma	X		
Treasurer	Vaughan Clarkson	X		
Immediate Past Chair	Nilesh Modi		X	
Newsletter Editor	David Spear	X		
Webmaster	Sameera		X	
Professional Activities	Om Perakash	X		
Membership Development chair	<i>Vacant</i>			
Awards & Recognition	Sudarshan Dahal			
Student Activities Chair	Wayes Tushar		X	
Educational Activities Chair	Daniel Eghbal	X		
Engineers Australia Liaison	Tapan Saha	X		
Community Manager	Jennifer Zapata-Giraldo	X		
Women in Engineering	Marie-Luise Wille	X		
Women in Engineering (Vice chair)	Alka Jaggessar			
Women in Engineering (Secretary)	Phong Tran			
Aerospace and Electronic Systems Chapter	Celeste de Mézières	X		
Aerospace and Electronic Systems Chapter (VC)	<i>Vacant</i>			
Aerospace and Electronic Systems Chapter (Sec)	<i>Vacant</i>			
Computational Intelligence Chapter	Marcus R Gallagher		X	
Computational Intelligence Chapter (VC)	<i>Vacant</i>			
Computational Intelligence Chapter (Sec)	Tien Dang			
Computer Chapter	Vladimir Estivill-Castro	X		
Computer Chapter (VC)	Ji Zhang			
Computer Chapter (Sec)	Morgon McColl			
Computer Chapter (Industry Engagement)	Aaron Kurland			
Control Sys/Robo & Auto Chapter	Navinda Kottege	X		
Control Sys/Robo & Auto Chapter (VC)	Thierry Peynot			
Control Sys/Robo & Auto Chapter (Sec)	Alejandro Melendez-Calderon			
Engineering in Medicine & Biology Chapter	Mohan Karunanithi	X		
Engineering in Med & Biology Chapter (VC)	Qing Zhang			
Engineering in Med. & Biology Chapter (Sec)	Venessa Smallbon			
MTT/AP Chapter	Hugo Espinosa	X		
MTT/AP Chapter (VC)	Kiu Hing KAN			
MTT/AP Chapter (Secretary)	<i>Vacant</i>			
Power & Energy Chapter	Tapan Saha	X		
Power & Energy Chapter (VC)	Nilesh Modi		X	
Power & Energy Chapter (Secretary)	Hui Ma	X		
Women in Power rep.	FeiFei Bai			
Power & Energy Chapter Industry Engagement Officer	David Batterham			



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Power and Energy Chapter (Student rep)	<i>Vacant</i>			
Signal Pro & Comms Chapter	Andy Ferris			
Signal Pro & Comms Chapter (VC)	Megan Dawson			
Signal Pro & Comms Chapter (Sec)	<i>Vacant</i>			
IA/IE/PEL Chair	Junwei Lu	X		
IA/IE/PEL VC	Firuz Zare			
IA/IE/PEL Treasurer	Mahinda Vilathgamuwa			
IA/IE/PEL Secretary	Farzad Farajizadeh			
Blockchain and IoT Chair	Matthew Hutchins	X		
Blockchain and IoT VC	<i>Vacant</i>			
Blockchain and IoT Secretary	<i>Vacant</i>			
Young Professionals Chair	Jennifer Zapata-Giraldo	X		
Young Professionals (VC)	Phong Tran			
Young Professionals (Sec)	Ben John		X	
Student Counsellor QUT	Ghavameddin Nourbakhsh		X	
Student Counsellor UQ	Ruifeng (Richard) Yan			
Student Counsellor GU-GC	Stephen So		X	
Student Counsellor GU-Nathan	Sascha Stegen			
Student Counsellor USQ				
Student Counsellor CQU – Brisbane				
Student Counsellor CQU – Rockhampton				
UQ Student Branch Chair	Wendi Ma	X		
UQ Student Branch Vice Chair				
UQ IEEE PES Student Branch Chair	<u>Xin Zhong</u>			
UQ IEEE PES Student Branch Vice Chair	<u>Anupam Dixit</u>			
UQ IEEE PES Student Branch Secretary	<u>David Amoateng</u>	X		
UQ IEEE PES Student Branch Treasurer	<u>Jiakang Yang</u>			
QUT Student Branch Chair	Alex Makieieva			
QUT Student Branch Vice Chair	Amin Mokaribolhassan			
QUT Student Branch Secretary	Shaetrun Pathmanathan	X		
Griffith Student Branch Chair (GC)	Jodi Gagner			
Griffith Student Branch Vice Chair (GC)	Richard Jensen			
IEEE HKN Mu Kappa Chapter	Joel Bulow	X		
Life Members Chair	Ed Palmer	X		
Section History Chair	Om Perkash	X		

1. Attendance and apologies.

As noted.

2. Confirmation of agenda.

Agenda confirmed.

3. Acceptance of minutes of the last meeting.

Minutes of the last meeting were circulated. Approval deferred to next meeting due to an issue raised by Jennifer that attendance sheet should mark attendance in each location for members who hold multiple positions.

4. Business arising from the last meeting.

ACTION ITEM 2021_07_01: Rahul to mark present in each entry on the attendance sheet for members who hold multiple positions and therefore whose name appears more than once on the attendance sheet.

5. Reports from the Section committee:**5.1 Chair**

- GRSS/SP/COMS joint chapter formation: The GRSS was added to SP/COMS joint chapter. This was motivated to cater for Geoscience and Remote Sensing members and to support the intention to apply for a conference in the near future.
- EA dinner postponed: EA dinner cancelled due to uncertain COVID situation. Status of the already booked places discussed whether to carry forward the booking or refund and re-book when the new date is known. Committee unanimously agrees to keep the registrations and open the spots if there are any cancellation from the existing bookings.
- Rabate 2020: Student branches – only GC branch submitted the report and received funding. Wayes working with SB to ensure reports are submitted and receive funding. Alexandra presents the events organised vs rebate received details for all chapters and branches for 2020 and encourages all chapters the organise minimum number of events and ensure that reports are filed.
- Zoom renewal: Zoom has gotten renewed through Alexandra's credit card but Alexandra opens the discussion on whether to stick with Zoom for the next 12 months.

Motion: Reimbursement of the Zoom renewal expense to Alexandra.

Proposer: Alexandra **Second: Vaughan**
Approved.

- AGM: Chandima has started to reach out for venues 25/26 Nov or 18/19 Nov. Vaughan supports the idea that we aim for Fridays. Committee agrees to aim of Friday dates.

5.2 Vice Chair

5.3 Secretary

5.4 Treasurer:

5.5 Newsletter Editor:

- Call for contributions for the August newsletter. Due date for the submissions: COB Monday 26th July.

ACTION ITEM 2021_07_02 – David to send around the template with the reminder for the contributions

5.6 Awards and Recognitions

5.7 Professional Activities

5.8 Student Activities

Update from Wayes:

1. Wayes has sent emails to all IEEE QLD student councilors about the submission of the annual report. Councilors of UQ and Griffith-Gold Coast campuses have confirmed that they will submit the report by the deadline. However, yet to hear back from other councilors. Wayes will send another email at the end of July.



2. IEEE Queensland Student Activities is actively working with the members of the committee of ISGT-Asia (IEEE PES Innovative Smart Grid Technology-Asia) 2021 to coordinate several conference awards including 20 travel awards, 10 best paper awards, 5 best presentation awards, and 5 best poster awards.

5.9 Membership Development

5.10 Educational Activities

5.11 Engineers Australa liaison

5.12 Webmaster

6. Student Chapter Activities

6.1 UQ

6.2 UQ PES: 3 events so far – (1) Membership drive attracted 12 new members, (2) PES day (3) Visit to UQ TIC in July. Another event being planned for next month including solar farm visit.

6.3 QUT

Shaetrun: 2 events – returning graduate seminar in early August, PhD seminar.

6.4 GU (Nathan)

6.5 GU (GC):

Andrew Jensen (Secretary and Treasurer of GU-GC SB) – A number of events got postponed due to COVID.

6.6 CQU (Brisbane)**6.7 USQ****7. Chapter and Affinity Group reports and plans for 2019**

7.1 Aerospace and Electronic Systems: Planning in progress for events in the second half of this year.

7.3 Computational Intelligence

7.4 Computer Society: Recent event attracted 20 attendees. Another event planned to be held on Wed Aug. 18. On average one event every quarter is being held.

7.5 Control Systems/Robotics & Automation

8 events so far: 5 reported 3 pending.

7.6 Engineering in Medicine & Biology:

2 events held and 2 upcoming. 12 attendees in the first event and 17 in the second event. One more webinar planned for late July. Mohan/EMB would like to advertise it with student branch. Alexandra suggests to send the event details with her and Ways for advertisement among student members.
Another event to be held in August.

7.7 Microwave Theory & Techniques/Antennas & Propagation:

Hugo: 2 events held, 1 reported.
Vice-chair has relocated to Sydney and discontinued.

7.8 Power & Energy/DEIS Joint Chapter

All the effort going into ISGT Asia organisation– all the sponsorship taken. The conference switched to hybrid mode to account for COVID situation.

7.9 Power Electronic/Industrial Electronics/ Industry Applications

Also supporting ISGT. Events planned for the second half of this year. An event planned on microgrid.

7.10 Signal Processing/Communications

7.11 Young Professionals:

Successfully received funding of \$750 (US) for an event ‘dining with the stars’.
Expect to have 5 events by the end of this year all in the second half of this year.

Clarification sought: \$200 were approved for the first networking event. Want to combine \$200 + USD750.
Committee/Alexandra clarify that it is OK to combine as long as the spending of the funding is consistent with the approval.

7.13 Women In Engineering

No events so far. An event organised for Monday Aug. 16 on 3-D printing. Expect to have montly events for rest of the year.

7.14 IEEE HKN Mu Kappa Chapter

- AGM/Induction Recap (New elected committee members): Sam Mol, Thomas Cortney and 2 other members.
- Request reimbursement of 50% off HKN membership (i.e. new members) and AGM catering

Motion: To reimburse of \$92 associated with the AGM catering.

Approved.

- Request to add the new committee members to the QLD section webpage and email list

ACTION ITEM 2021_07_03: Joel to send the email with new IEEE HKN Mu Kappa Chapter committee member details to Rahul.

7.15 Blockchain IoT: 1st event to be held in mid July from IBM.

7.16 Life Members

8. Any other business:

Alexandra: IEEE Day, Oct 5th. We should start planning. Jenn volunteers to be on the organising committee.

Vaughan reminds that we should start planning the nominations for 2022.

ACTION ITEM 2021_07_04: Chandima to start planning for the 2022 nominations.

9. Next meeting: August 10th



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ACTION LIST

Actions shaded dark have been either completed or cancelled
(Numbering Scheme: Meeting#-Action Number-Year)

Action No	Description	Completion Date	Status
ACTION ITEM 2021_06_01	Om to send information about the missing minutes to Alexandra. Alexandra will take action to find those and Sameera will update the web.		Ongoing/Om
ACTION ITEM 2021_07_01	Rahul to mark present in each entry on the attendance sheet for members who hold multiple positions and therefore whose name appears more than once on the attendance sheet.		Rahul
ACTION ITEM 2021_07_02	David to send around the template with the reminder for the contributions		David
ACTION ITEM 2021_07_03	Joel to send the email with new IEEE HKN Mu Kappa Chapter committee member details to Rahul.		Joel
ACTION ITEM 2021_07_04	Chandima to start planning for the 2022 nominations.		Chandima



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BUDGET REQUESTS

Item name	Date	Requested amount	Approved
Reimbursement of the Zoom renewal expense to Alexandra	13/07/2021		Approved
To reimburse of \$92 associated with the AGM catering. Requester: Joel Bulow (IEEE HKN Mu Kappa Chapter)	13/07/2021	\$92	Approved