



## QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

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### Minutes of Meeting held in September 2021

Date: 14/09/2021 (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			
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	X		
Computer Chapter (Sec)	Morgon McColl			
Computer Chapter (Industry Engagement)	Aaron Kurland			
Control Sys/Robo & Auto Chapter	Navinda Kottege			
Control Sys/Robo & Auto Chapter (VC)	Thierry Peynot			
Control Sys/Robo & Auto Chapter (Sec)	Alejandro Melendez-Calderon	X		
Engineering in Medicine & Biology Chapter	Mohan Karunanithi			
Engineering in Med & Biology Chapter (VC)	Qing Zhang			
Engineering in Med. & Biology Chapter (Sec)	Venessa Smallbon	X		
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	X		
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			
IA/IE/PEL VC	Firuz Zare			
IA/IE/PEL Treasurer	Mahinda Vilathgamuwa			
IA/IE/PEL Secretary	<i>Vacant</i>			
Blockchain and IoT Chair	Matthew Hutchins	<b>X</b>		
Blockchain and IoT VC	<i>Vacant</i>			
Blockchain and IoT Secretary	<i>Vacant</i>			
Young Professionals Chair	Jennifer Zapata-Giraldo			
Young Professionals (VC)	Phong Tran			
Young Professionals (Sec)	Ben John			
Student Counsellor QUT	Ghavameddin Nourbakhsh			
Student Counsellor UQ	Ruifeng (Richard) Yan			
Student Counsellor GU-GC	Stephen So		<b>X</b>	
Student Counsellor GU-Nathan	<i>Sascha Stegen</i>			
Student Counsellor USQ				
Student Counsellor CQU – Brisbane				
Student Counsellor CQU – Rockhampton	Preethi Chandra			
UQ Student Branch Chair	Wendi Ma			
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>			
UQ IEEE PES Student Branch Treasurer	<u>Jiakang Yang</u>	<b>X</b>		
QUT Student Branch Chair	Alex Makieieva			
QUT Student Branch Vice Chair	Amin Mokaribolhassan			
QUT Student Branch Secretary	Shaetrun Pathmanathan	<b>X</b>		
Griffith Student Branch Chair (GC)	Jodi Gagner			
Griffith Student Branch Vice Chair (GC)	Richard Jensen			
IEEE HKN Mu Kappa Chapter	Joel Bulow			
IEEE HKN Mu Kappa Vice Chapter	Sam Moll	<b>X</b>		
Life Members Chair	Ed Palmer	<b>X</b>		
Section Historian	Om Perakash	<b>X</b>		

**1. Attendance and apologies.**

As noted.

**2. Confirmation of agenda.**

Agenda confirmed.

**3. Acceptance of minutes of the last meeting.**

Postponed for October meeting.

**4. Business arising from the last meeting.**

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

**5.1 Chair**

- IEEE Day:
  - BCEC is booked
  - Discussion about the program finalisation. Clarification sought from Om and Daniel about the estimated program duration and program details
  - Alexandra share the flyer and the draft program
  - The event will be free for members
  - Committee agreed not to impose a reimbursable fee for registration.
- Daniel is driving initiative to create a committee and is submitting a proposal for industry academia dialog for Industry 4.0.
- Radar Conference: Radar conference is going to be held in Sydney in 2023. Qld section has historically supported Radar conference. Request to co-sponsor the conference with other sections. Co-sponsorship will mean that any profit or loss will be shared with the section.  
**Motion:** Proposal to co-sponsor Radar conference to be held in 2023 with the seed funding of \$12,500.  
**Proposer:** Vaughan Clarkson/Alexandra                      **Second:** Vlad
- Speaker appreciation: Luise proposes presenting IEEE presenting speakers in IEEE events with a certificate of appreciation. Vlad has been using a power point template and is happy to share with the committee.

**ACTION ITEM 2021\_09\_01:** Vlad to share with the committee the powerpoint template to prepare certificates of appreciation for speakers in IEEE events.

## 5.2 Vice Chair

- AGM dinner booking update:
  - a. Chandima presents an update about the AGM venue search for AGM to be held on Nov 19<sup>th</sup>. BECE have agreed to shift the booking to Nov 19<sup>th</sup> from Nov 25<sup>th</sup>. BECE quote for 100 attendees is \$15,165 (AGM+Dinner). Chandima shares the cost breakdown.
  - b. Chandima and Alexandra to visit and discuss the AGM venue.
- AGM speaker: Chandima presents the shortlist of the potential AGM speakers.  
**ACTION ITEM 2021\_09\_02:** Chandima to setup a vote for committee to choose the AGM speakers.
- Nomination committees: Chandima presents an update on the nominations committee. Chandima is still working on the nominations committee for Computational Intelligence.  
**ACTION ITEM 2021\_09\_03:** Chandima to progress with sending out the call for nomination for committee in 2022.

## 5.3 Secretary

## 5.4 Treasurer:

## 5.5 Newsletter Editor:

- David proposes Oct 1<sup>st</sup> as the due date for submissions for the next newsletter. David and Alexandra encourage to finalise AGM and call for 2022 committee nominations finalised for inclusion in the next newsletter.

## 5.6 Awards and Recognitions

## 5.7 Professional Activities

## 5.8 Student Activities

## 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:**

**6.3 QUT**

- Update provided about a event held towards August end with 25 attendees. Another event planned targeted towards undergraduate students.

**Motion:** Request for approval of \$100 to be spent on the catering of the next event by QUT SB.

**Proposer:** Shaetrun

**Second:** Alexandra

**6.4 GU (Nathan)**

**6.5 GU (GC):**

**6.6 CQU (Brisbane)**

**6.7 USQ**

**7. Chapter and Affinity Group reports and plans for 2019****7.1 Aerospace and Electronic Systems:****7.3 Computational Intelligence****7.4 Computer Society:****7.5 Control Systems/Robotics & Automation****7.6 Engineering in Medicine & Biology:****7.7 Microwave Theory & Techniques/Antennas & Propagation:****7.8 Power & Energy/DEIS Joint Chapter:****7.9 Power Electronic/Industrial Electronics/ Industry Applications****7.10 Signal Processing/Communications****7.11 Young Professionals:****7.13 Women In Engineering:****7.14 IEEE HKN Mu Kappa Chapter****7.15 Blockchain IoT:****7.16 Life Members:**

- Ed presented an update on the formation of Life Member Affinity Group.



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- John Gough has agreed to be the interim chair. He has prepared a petition for submission to IEEE. Yet to receive the required 6 signatures.

8. Any other business:

9. Next meeting: September 14<sup>th</sup>

### ACTION LIST

Actions shaded dark have been either completed or cancelled

(Numbering Scheme: Meeting#-Action Number-Year)

Action No	Description	Completion Date	Status
<b>ACTION ITEM 2021_09_01</b>	Vlad to share with the committee the powerpoint template to prepare certificates of appreciation for speakers in IEEE events		Vlad
<b>ACTION ITEM 2021_09_02</b>	Chandima to setup a vote for committee to choose the AGM speakers.		Chandima
<b>ACTION ITEM 2021_09_03</b>	Chandima to progress with sending out the call for nomination for committee in 2022.		Chandima



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**BUDGET REQUESTS**

<b>Item name</b>	<b>Date</b>	<b>Requested amount</b>	<b>Approved</b>
Proposal to co-sponsor Radar conference to be held in 2023 with seed funding.	14/09/2021	\$12,500	Approved
Request for approval of \$100 to be spent on catering for the next event being organised by QUT SB	14/09/2021	\$100	Approved