



## QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

Tapan Saha – Section Chair University of Queensland – St Lucia Campus	Andrew Thomas – Secretary University of Queensland – St Lucia Campus
School of Information Technology and Electrical Engineering	School of Information Technology and Electrical Engineering
Brisbane 4072	Brisbane 4072
Phone: (07) 33653962	Phone: (07) 33651654
Fax: (07) 33654999	
Email: saha@itee.uq.edu.au	Email: andrew@itee.uq.edu.au

### Minutes for June meeting 2005

**For Committee meeting:** **Thursday June 2005, 5:30 – 6:30 PM teleconference at**  
UQ General Purpose South Building Room 78-219 --  
Phone 3365-9113  
and Central Queensland University Phone (07) 4930 6491

<i>Office</i>	<i>Attendance</i>	<i>Present</i>	<i>Apology</i>	<i>Absent</i>
Section Chair	Tapan Saha	X		
Secretary	Andrew Thomas	X		
Section Treasurer	Amoakoh Gyasi-Agyei			X
Section Past Chair	Renate Sitte		X	
Newsletter editor	James Birt		X	
Webmaster	Craig Mills		X	
Professional Activ	Muthu Vallipuram	X		
Membership Coordinator	Peter McLarty		X	
Computer Chapter Ch	Vinod Chandran			X
Power Chapter Ch	Joe Dong		X	
Control Systems/Robotics&Autom.	Ljubo Vlacic	X		
Signal Proc & Comms VCh	Bouchra Senadji			X
Microvawe Theory&Techniques Antennas &Propag. Ch	Ashley Robinson			X
Computational Intelligence Ch	Joaquin Sitte		X	
Signal Proc & Comms Ch	S. Sridharan			X
Student Counsellor QUT	Ed Palmer			X
Student Counsellor UQ	Peter Sutton	X		
Student Chapter GU_GC	Mark Livingstone			X
Awards & Recognition	Paul Gearon			X
Vice Chair	Vacant			

#### 1 About the meeting:

- 1.1 Meeting opened at 5:30 PM. Finished 6:53 PM
- 1.2 Meeting chaired by Tapan (present @UQ). Minutes taken by Andrew.

#### 2 Confirmation of agenda

- 2.1 Item added by Ljubo – Collaboration with Engineers Australia (see section 11)

#### 3 Confirmation of minutes of last meeting

- 3.1 No revisions.

#### 4 Business arising

## **5 Committee Coordination**

### **5.1 Section issues (Chair)**

- 5.1.1 Michael Evans, IEEE Australia Council chairman asked if the section was interested to host IEEE RAB/TAB delegates visit in Brisbane. Tapan found these people to be very informative and doesn't think that the section would have any financial obligation. Peter suggested that it be made part of the AGM, Tapan and Ljubo supported this. Concluded that the section will reply and say that it is interested in the visit and ask them what date. Once this information is received it will then be decided whether it should be combined with the AGM and will be planned accordingly.
- 5.1.2 Tapan wasn't sure whether the MOU should be signed. However, he has found out that Engineers Australia will not pursue the MOU agreement any further, and at this stage there is no further action needed on this item.
- 5.1.3 Region 10 would like to have their Executive Committee meeting at the Gold Coast. After the section heard from Region 10, Renate advised Tapan of a consulting company which plans meetings/conferences. Martin Lacks is the contact at this company. It was stated that Region 10 wish to spend very little money, but they have agreed on the accommodation quotation received from Martin Lacks. Region 10 will liaise directly with Martin Lacks however Tapan will be in the loop. This meeting will proceed on 7 January 2006.
- 5.1.4 & 5.1.5 A discussion was entered into over this Committee for 2005 and a member by member assessment was entered into. Stuart Bain is stepping down and said an undergraduate student as taking his place, this was fine with everyone (Tapan to send Muthu an e-mail with the name of the new GC student chair). James Birt is doing a good job and will continue. Vinod Chandran is within the 2 year time frame for a chapter chair. No problems with Joe Dong, Paul Gearon, Amoakoh Gyasi-Agyei, Peter McLarty, Craig Mills, Ashley Robinson, Joaquin and Renate Sitte or Muthu Vallipuram. Tapan to ask Ed Palmer whether he wants to continue in his role. Sridharan and Bouchra have not been keeping in touch recently. Sridharan will be asked to hold a meeting with chapter members to nominate a new chair. If this does not happen, the section will take action. Tapan suggested that Peter Sutton take over as UQ student councillor, which no attendees had any problems with. Ljubo is over the 2 year limit, however he stated that he is committed to resolve the issue before the end of the year. Ljubo is going to call a chapter AGM to find a replacement, however he needs the most recent membership list, which Peter McLarty is to send.

A question was raised over the procedure for electing a vice-chair. Ljubo said that a vice-chair from outside the current section could attract new membership and he suggested that an open mind be kept about this. It was suggested that nominations will be held at the AGM, and if there is more than 1 nominee an e-mail vote will be used. The by-law will need to be looked at to see if an election can be held earlier. Peter Sutton is to look into this.

### **5.1 Financial issues (Treasurer)**

- 5.1.1 A rebate check has been sent to Amoakoh for 2004 activities. There were problems with the L31 submission. The section account is now exceeding \$60000, so Muthu suggested that some of the money be put into a high-interest account. This will be followed up after the signatories for the account are sorted out.

### **5.2 Administrative issues (Secretary)**

- 5.2.1 None

## **6 Coordinators activities**

### **6.1 Membership Development and Email Co-ordinator**

- 6.1.1 This position has been vacant for some time, so this needs to be addressed.

### **6.2 Educational Activities Coordinator**

- 6.2.1 Muthu said that there are plans to have an event organised in September and October and he will make an update at the next meeting.

### **6.3 Professional/Career Activities Coordinator**

## **6.4 Awards & Recognition Coordinator**

### **7 Section/Chapter activities**

#### **7.1 Computational Intelligence Chapter**

#### **7.2 Computer Chapter**

#### **7.3 Joint Chapter of Control Systems and Robotics & Automation**

7.3.1 Ljubo said that 2 technical sessions have been organised on 25<sup>th</sup> August and 14<sup>th</sup> September 2005. The first being Reconfigurable Computing & Real-Time Systems by Neil Bergman, Australia and the second being Fifty Years in Control Engineering – Changes in Technology and Manufacturing by Derek Atherton, UK.

#### **7.4 Joint Chapter of Microwave Theory & Techniques / Antennas and Propagation**

#### **7.5 Joint Chapter of Signal Processing and Communications**

#### **7.6 Power Engineering Chapter**

7.6.1 This morning there was a presentation by an IEEE fellow from Hong Kong in which more than 30 people attended. There are a couple more things planned in the future, which will be updated in future meetings.

### **8 Student Chapter activities**

8.1 UQ had 70+ people attend a pizza membership drive. Renate and Muthu to sort out a student councillor for the Gold Coast Griffith University and organise some activities. Tapan to contact Ed Palmer about QUT.

### **9 Newsletter**

### **10 Webmaster**

### **11 Other business**

11.1 Collaboration with EA Qld Division Item mentioned in 2.1. EA asked Ljubo to convey a message to the IEEE Qld Section that they would be very keen to have closer collaborations. It was stated that there used to be a specific IEAust liaison when Peter Sutton was section chair. Ljubo strongly encourages closer collaborations with IEAust and every chapter chair should try to get IEAust involved whenever there is an activity. Ljubo suggested that the section should encourage chapter chairs to enhance this collaboration. It was concluded that whenever an event is organised, the two IEAust colleges should be contacted.

### **12 Next meeting**

Teleconference Tuesday 5:30pm, third Thursday of the month (19/7/05).