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Minutes of Meeting 12th May 2009
Venue: UQ General Purpose (South) Building, Room 78-421

Attendance:

Office	Attendance	Present	Apology	Absent
Chair	Abbas Bigdeli	X		
Vice Chair	Roelof Swanepoel	X		
Secretary	Bart Sedgwick	X		
Treasurer	Jasmine Banks	X		
Immediate Past Chair	Vaughan Clarkson	X		
Newsletter Editor	Robert Ellen		X	
Webmaster	Ashkan Boldaji	X		
Professional Activities	<i>Vacant</i>			
Membership Coordinator	Peter McLarty			X
Awards & Recognition	Michael Lees	X		
Student Activities Chair	Mark Griffin	X		
Educational Activities Coordinator	<i>Vacant</i>			
Engineers Australia Liaison	Tapan Saha			X
Aerospace and Electronic Systems Chapter	Robert Ellen		X	
Aerospace and Electronic Systems Chapter (VC)	Peter Lindsay			X
Computational Intelligence Chapter	Marcus Gallagher		X	
Computational Intelligence Chapter (VC)	Michael Blumenstein			X
Computer Chapter	Simon Ellis		X	
Computer Chapter (VC)	Philip Machanick			X
Control Sys/Robo & Auto Chapter	Duncan Campbell	X		
Control Sys/Robo & Auto Chapter (VC)	John Billingsley	X		
Engineering in Medicine & Biology Chapter	Mohan Karunanithi			X
Engineering in Medicine & Biology Chapter (VC)	Stephen Wilson			X
MTT/AP Chapter	Aleksandar Rakic			X
MTT/AP Chapter (VC)	Karla Ziri-Castro			X
Power & Energy Chapter	Jose Lopez-Roldan			X
Power & Energy Chapter (VC)	Tapan Saha			X
Signal Pro & Comms Chapter	Garry Einicke	X		
Signal Pro & Comms Chapter (VC)	Dharmika Jayalath		X	
GOLD Affinity Group	Robert Ellen		X	
GOLD Affinity Group (VC)	Roelof Swanepoel	X		
Student Counsellor QUT	Jasmine Banks	X		
Student Counsellor UQ	Vaughn Clarkson			
Student Counsellor GU-GC	Charles Hacker			X
Student Counsellor GU-Nathan	Yongsheng Gao			X
Student Counsellor USQ	Tony Ahfock			X
Student Counsellor CQU	Shawkat Ali	X		



QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

Number	Item	Action	Date
1.0	Attendance and apologies.	Noted.	
2.0	Confirmation of agenda.	Removed item 5.1 (resolved previously).	
3.0	Confirmation of minutes of the last meeting.	Minutes confirmed.	
4.0	Business arising from the last meeting.		
5.0	Committee Coordination –Section Chair.		
5.2	Student volunteers for MGA committees in 2010.	One attendee only identified for committee to date.	
5.3	Membership drive gifts.	Abbas following up offline, has received some information from vendors.	
5.4	Region 10 educational activities support fund bid.	Being followed up.	
5.5	IEEE vTools	Vaughan has used voting tools which he has found to be mature and promotes voting activity in member base.	
5.6	ACoRN Workshop	Abbas encourages section to organise things such as the ACoRN Workshop to raise funds for section. Discount applies for IEEE members, to be circulated to relative Chapter/Affinity Group.	
6.0	Reports from the Section Committee		
6.1	Vice Chair	Attendance at AGM has been low and is declining in recent years. Suggestions given that holding seminar at an alternative, more economic and more accessible venue (e.g., UQ staff club or similar) would increase attraction. No objections noted. Roelof to canvas committee for alternative options for comparison.	
6.2	Secretary	Apology given for late distribution of April minutes.	
6.3	Treasurer	Submitted April report as circulated. Noted that PES seminar is raising funds quickly.	
6.4	Awards & Recognition	Reviewed candidates as circulated for awards to be announced at AGM. As no decisions are required at this stage it was decided to keep nominations open until later meeting closer to AGM. Noted that responses from student chapters regarding the IEEE Student Award are minimal, Mark Griffin requested to follow up with student councillors.	

6.5	Professional Activities	Office vacant.	
6.6	Student Activities	Held first meeting prior to Section meeting with more planned in future. Abbas thanked Mark for taking initiative. Suggests that GOLD be included to increase activity.	
6.7	Membership Development	No report.	
6.8	Educational Activities	Office vacant.	
6.9	Newsletter Editor	Newsletter contributions were closed on May 8 th . Next deadline August 4 th .	
6.10	Webmaster	IEEE HQ requests that website be updated. Ashkan has been experimenting with vTools, investigating application to section website. Suggestions made to include sections for newsletter, minutes and agenda, perhaps with separate ExeCom section.	
7.0	Student Chapter Activities		
7.1	QUT Student Chapter	Jasmine (QUT) requests \$200 advance for section activities. No objections.	
7.2	UQ Student Chapter	Planned activity with UQ Engineering Alumni, which has been an excellent recruiting event. Noted that IEEE excluded from IT alumni event, with ACS being preferred.	
7.3	GU Student Chapter	No report.	
7.4	CQU Student Chapter	No report.	
7.5	USQ Student Chapter	No report.	
8.0	Chapter and Affinity Groups		
8.1	Aerospace & Electronic Systems	Held Vigilare event on 28 th April with approximately 30 in attendance.	
8.2	Computational Intelligence	No report.	
8.3	Computer Society	Email report tabled, noted Tapan Saha elected to Vice Chair of IEAust Electrical Branch. Annual dinner Friday 5 June, Hilton Hotel.	
8.4	Control Systems/Robotics & Automation	Events planned have been pushed back to second half of the year. One event planned in Toowoomba in September to coincide with the Carnival of Flowers. Details TBA.	
8.5	Engineering in Medicine & Biology	No report.	
8.6	Microwave Theory & Techniques/Antennas & Propagation	No report.	
8.7	Power & Energy	No report.	
8.8	Signal Processing/Communications	Organising a distinguished lecturer seminar "Cooperation at the	

		Network Level". Communication Society donating US\$2.8k for travel. Garry proposes to fund two night accommodation. UIC 2009 being held at UQ with international speakers. Details TBC at next meeting.	
8.9	Graduates of Last Decade	GOLD to advertise upcoming events in newsletter.	
9.0	Other business.	None raised.	
10.0	Next meeting.	Tuesday 9 th June 2009.	