



QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

Dr. Garry Einicke — Section Chair IEEE Queensland.	Dr. Tony Sahama—Secretary IEEE Queensland
Phone: _____, Mobile: 0409 247 059	Phone: 3138 1131 (W) Mobile: 0412 453433
Fax: _____	Fax: 3138 0260 (W)
Email: Garry.Einicke@csiro.au	Email: t.sahama@qut.edu.au

Minutes of Meeting held on February 10, 2015

Venue: UQ General Purpose (South) Building, Room 78-421

Attendance:

Office	Attendance	Present	Apology	Absent	Via Skype
Chair	Garry Einicke	X			
Vice Chair	Mehdi (Daniel) Eghbal	X			
Secretary	Tony Sahama	X			
Treasurer	Mike Robinson	X			
Immediate Past Chair	Tapan Saha	X			
Newsletter Editor	Hugo G. Espinosa	X			
Webmaster	Mike Robinson	X			
Professional Activities	Alireza Jolfaei	X			
Membership Development chair	Nilesh Modi	X			
Awards & Recognition	Preethi Chandra				X
Student Activities Chair	David Bell		X		
Educational Activities Chair	Kalum P. Udagepola				X
Engineers Australia Liaison	Tapan Saha	X			
TISP	Mike Robinson	X			
Women in Engineering	tbc				
Women in Engineering (Vice chair)	Alexandra Posoldova	X			
Women in Engineering (Secretary)	tbc				
Aerospace and Electronic Systems Chapter	Robert Kennedy			X	
Aerospace and Electronic Systems Chapter (VC)	Vacant				
Aerospace and Electronic Systems Chapter (Sec)	John Davies			X	
Computational Intelligence Chapter	Andrew Lewis		X		
Computational Intelligence Chapter (VC)	Amin Gharipour			X	
Computational Intelligence Chapter (Sec)	Vacant				
Computer Chapter	Tomasz Piotr Bednarz			X	
Computer Chapter (VC)	<i>Ruslan Puscasu</i>				
Computer Chapter (Sec)	<i>Mike Robinson</i>	X			
Control Sys/Robo & Auto Chapter	Michael Kearney		X		
Control Sys/Robo & Auto Chapter (VC)	James Brodie		X		
Control Sys/Robo & Auto Chapter (Sec)	Vacant				
Engineering in Medicine & Biology Chapter	Stephen Wilson		X		
Engineering in Med & Biology Chapter (VC)	Mohanraj Karunanithi				
Engineering in Med. & Biology Chapter (Sec)	Vacant				
MTT/AP Chapter	<i>Greg Hislop</i>	X			
MTT/AP Chapter (VC)	Konstanty Bialkowski	X			
MTT/AP Chapter (Secretary)	Antony Lui		X		
Power & Energy Chapter	Chandima Ekanayake	X			
Power & Energy Chapter (VC)	Nilesh Modi	X			
Power & Energy Chapter (Secretary)	Ruifeng (Richard) Yan	X			
Power and Energy Chapter (Student rep)	Medhi Mosadeghy -tbc			X	
Signal Pro & Comms Chapter	Andrew Bradley		X		
Signal Pro & Comms Chapter (VC)	Vaughan Clarkson	X			
Signal Pro & Comms Chapter (Sec)	Dharmika Jayalath		X		
Young Professionals Affinity Group	Mohammad Amanzadeh	X			
Young Professionals Affinity Group (VC)	Reuben Peterkin	X			
Young Professionals Affinity Group (Sec)	Vacant				
Student Counsellor QUT	Seyit Camtepe		X		
Student Counsellor UQ	Vaughan Clarkson	X			
Student Counsellor GU-GC	Jahangir Hossain				X
Student Counsellor GU-Nathan	Sascha Stegen				X
Student Counsellor USQ	Paul Wen			X	
Student Counsellor CQU – Brisbane	Mary Tom			X	
Student Counsellor CQU – Rockhampton	Edward Palmer				X
UQ Student Branch Chair	Jack McKinnon			X	
Australian Oceanic Engineering Chapter	Navinda Kottege			X	



QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

Number	Item	Action	Actioned
	Chair: Garry Einicke open the meeting with invitation to members for their brief introduction, followed by brief introduction of the new committee and swift handover the new office		
1.0	Attendance and apologies.	As noted	Secretary
2.0	Confirmation of agenda.	Accepted. [first meeting of 2015]	Chair and vice-chair
3.0	Acceptance of minutes of the last meeting.	Proposed by Chair, accepted by Immediate Past Chair.	No objections from the members, passed unanimously
4.0	Business arising from the last meeting.	<ul style="list-style-type: none"> - Insurance: discussion briefly held. This matter is resolved for the time being - AGM: discussion briefly held. This matter is resolved for the time being (proposed: Chandima Ekanayake and seconded by Daniel Eghbal) - Committee coordination:- use of vTool (Daniel Eghbal), event organisation (Garry Einicke), student event (Vaughan Clarkson) and 30 Years Anniversary event organisation (Tapan Saha) - Further discussion carried under first meeting agenda item 9 (any other business) business 	
5.0	Committee Coordination – Section Chair.	<ul style="list-style-type: none"> - New committee – handover by immediate past chair (Tapan Saha) - Presented (attachment-1) - Welcomed the new office bearers 	Garry Einicke (GE) Daniel Eghbal (DE) Mike Robinson



QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

			(MJR) Tony Sahama (TS2)
6.0	Reports from the Section Committee		
6.1	Vice Chair	<ul style="list-style-type: none"> - Presented (attachment-2) - Described the importance of using vTool and recording activities required for the QLD section. This includes event organization of the student event as well. 	
6.2	Secretary	<ol style="list-style-type: none"> 1. Accepted the secretariat tasks and requested members to allow some time to get settled in the new role 2. Inquired about Student councillors acceptance 3. Verified list of names (eg., IEEE QLD Section website and attendance list) and their roles 4. Way of organising the Skype communications 5. Enquire about providing paper copies the past minutes 	
6.3	Treasurer	<p>Brief report presented with current Bank balances indicating that QLD section is having some positive cash flow.</p> <p>In addition, the Treasurer Mike Robinson emphasised that Members of the new committee of 2015 who should sign the Bank cheque as listed below: Garry Einicke (Chair) - GE Daniel Eghbal (Vice Chair) - DE Mike Robinson (Treasurer) MJR These signatories accounted for reimbursement of members' expenses including operation and validation of the QLD section account management protocols.</p> <p>The new chair (Garry) highlighted the past Treasurer's (Ruifeng</p>	



QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

		<p>Yan (Richard) contributions and dedication for the last two years and acknowledged his support during his time in office. The committee acknowledged Richard's volunteer contribution.</p>	
6.4	Awards & Recognition	<p>Committee members eligible for an award have been identified. Annual awards process by Mike Robinson (MJR) under the AOB</p> <p>Vaughan Clarkson (VC) briefed about the ICAS activities and financial position. There is an outstanding amount of \$10,000 which belongs to QLD section that requires swift resolution. Tapan Saha (TS1) and VC to meet respective members before next meeting.</p> <p>Preethi Chandra (PC) is the new office joint via Skype but for some technical reasons the communication was inactive. This needs updating during the next meeting.</p>	
6.5	Professional Activities	<p>Alireza Jolfaei (AJ) briefed about organising the workshop and arranging speakers for such a workshop. In addition, it was requested that the committee be updated on the budget position and funding support from the committee. The chair (GE) responded that the event should start with a small event agenda so the committee can support up to \$200 and proper financial reporting be adhered to.</p>	
6.6	Student Activities	<p>No report. David Bell (DB) apologies</p>	
6.7	Membership Development	<p>Nilesh Modi (NM) updated the committee that membership status is healthy</p>	
6.8	Educational Activities	<p>Kalum P. Udagepola (KPU) enquires about the webinars and process of running such seminar series. More details to emerge during the next meeting.</p>	
6.9	Newsletter Editor	<p>Hugo G. Espinosa (HGE) updated the committee by the end of March requesting update/brief and/or news for the Newsletter. Also, a reminder to send out requesting articles.</p>	
6.10	Webmaster	<p>MJR updated about the website and new information</p>	



QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

6.11	TISP	MJR updated on teaching teachers how to teach under the STEM agenda. MJR also requested interested members to get involved since these activities are augmented with Engineering and Science education activities. KPU requested the possibilities of exploring CSIRO involvement on STEM activities.	
7.0	Student Chapter Activities		
7.1	QUT Student Chapter	No report. Seyit Camtepe (SC) apologies	
7.2	UQ Student Chapter	Vaughan Clarkson (VC) is planning retirement however the chair requested VC to continue even though his term exceeds IEEE committee standard time duration.	
7.3.1	GU (GC) Student Chapter	No report. Jahangir Hossain (JH), will join the meeting via Skype	
7.3.2	GU (Nathan) Student Chapter	No report. Sascha Stegen (SS), join the meeting via Skype	
7.4.1	CQU (Brisbane) Student Chapter	No report. Mary Tom (MT), is absent.	
7.4.2	CQU (Rockhampton) Student Chapter	Edward Palmer (EP) attended the meeting via Skype. He has indicated his willingness to continue as student councillor for CQU (Rockhampton) and enquired about the catering expenses for the student activities. The chair (GE) and immediate past chair (TS) briefed the committee that financial incentives up to \$200 are available to support such activities. All student councillors were asked to take such financial support in order to improve students' liaison and related activities. It should be noted that there are appropriate financial protocols to follow, such as requesting the amount with reasons and providing evidence of the expenses etc.	
7.5	USQ Student Chapter	No report. Paul Wen (PW), absent	



QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

8.0 Chapter and Affinity Groups			
8.1	Aerospace & Electronic Systems	No report. John Davies (JD), absent.	
8.2	Computational Intelligence	No report. Andrew Lewis (AL), apologies	
8.3	Computer Society	No report. Tomasz Piotr Bednarz (TPB), absent.	
8.4	Control Systems/Robotics & Automation	No report. Michael Kearney and James Brodie, apologies.	
8.5	Engineering in Medicine & Biology	No report, Stephen Wilson apologies.	
8.6	Microwave Theory & Techniques/Antennas & Propagation	Greg Hislop (GH) and <i>Konstanty</i> Bialkowski (KB): Presented a brief update on information and liaison of Chinese University Wi-Fi high speed transmission information. Further information to follow during the next meeting.	
8.7	Power & Energy/DEIS	Chandima Ekanayake (CE) and Nilesh Modi (NM) presented a proposal for hosting the Asia Pacific Conference (APPEEC). They also requested that about \$10, 000 in SEED funding should be acquired from the committee. Whilst this proposal was accepted, in principle, where such SEED funding is not utilised, it should be returned to the QLD section upon conclusion of the conference. Both chairs (GE) and past chair (TS1) requested CE to provide a proposal. This requested SEED funding was democratically endorsed by the majority of the house without any objections. CE to report on the progress during next meeting. The chair (GE) moved this request and was seconded by the vice-chair (DE)	
8.8	Signal Processing/Communications	Vaughan Clarkson (VC) presented continuing Distinguish Lectures (DL), appearance of eNotices and achievements of the chapter. He also highlighted the importance and support that is required for the continuation of such activities.	
8.9	Young Professionals	No report, however Mohammad Amanzadeh (MA) requested support and development activities for career development opportunities. Furthermore, MA enquired about how to proceed	

		on such activities and where to get support from. The chair indicated that these are ongoing activities that require more details and need further support from committee members and professional affiliations.	
8.10	Women In Engineering	<p>No report. Alexandra Posoldova (AP) clarified the following:</p> <p>8.10.1 Organising events</p> <p>8.10.2 Mentoring Roles</p> <p>8.10.3 WIE promotion help</p> <p>The vice-chair (DE) offered help on mentoring activities and guidance in organising events including WIE activities. In general these activities are supported by the committee and requested that AP have further communications and liaison with relevant personnel and professional affiliations.</p>	
9.0	Other business.	<p>1.1 New timetable for the annual Awards and Recognition program` MJR proposed a change to the annual awards process. Currently the awards elections are held in November-December, almost 12 months after committee members have retired. The delay distorts the election results. He proposed moving the elections forward to February-March, with the awards presentations at the AGM in November-December as before. The proposal was unanimously accepted.</p> <p>1.2 APPEEC 2015 conference in Brisbane (by PES chapter) This activities are reported in 8.7 above (CE)</p> <p>1.3 Availability/continuation of student counsellors plus filling vacant positions (page -2) The secretary (TS2) clarified these officers availability and have confirmed from the immediate past chair and the current chair. The vacant names are to be added</p>	



QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

		<p>after consultation with listed members. This will be reported during the next meeting.</p> <p>1.4 30th Anniversary celebration activities Immediate past chair (TS1) presented the activities and agenda for the celebration. They also requested members and committee's fullest support in this event. Upon completion of the event, the outcome is to be reported by the next meeting.</p>	
10.0	Next meeting.	10 th March 2015	

Tony Sahama

From: Garry.Einicke@csiro.au
Sent: Tuesday, 10 February 2015 2:08 PM
To: Tony Sahama
Cc: saha@itee.uq.edu.au; m.eghbal@uq.edu.au; blackmagic1943@gmail.com
Subject: Report from Chair 10 FEB 2015
Attachments: Feb2015.png

Hi Tony,

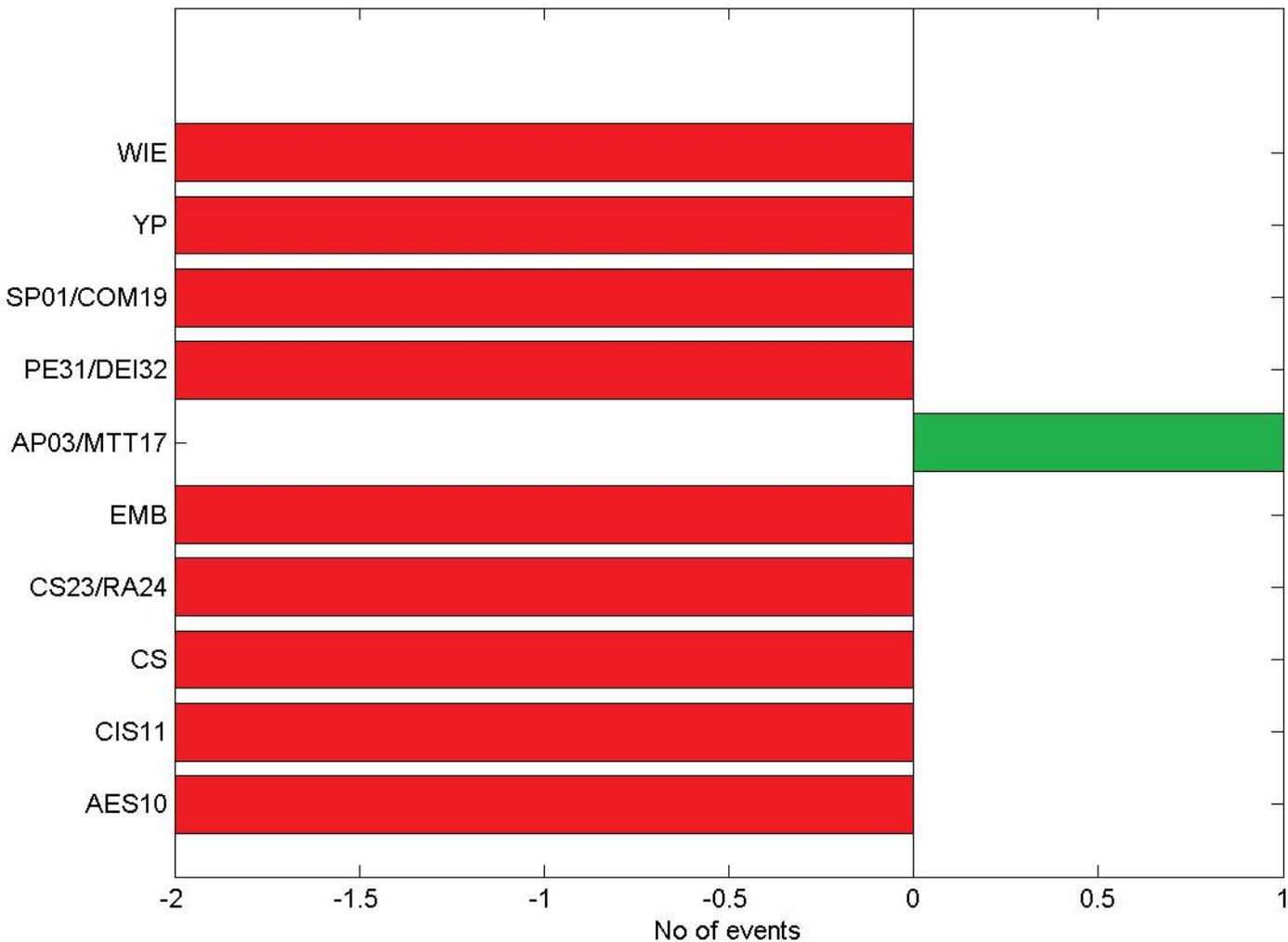
In case your typing or short hand is slow, here is what I will be reporting at the mtg tonight.

1. It is a pleasure to welcome in the 2015 team.
2. Our goals include helping everyone to benefit their membership. A minimum aspiration is to organise two events pa. The high achievers like to notch up six or more events pa.
3. We need to complete L31 reports for events that we have organised (as mentioned in an accompanying email).
4. I have parsed the L31 reports to date - please see the accompanying health check graphic. We desire to see all greens, that is, no reds.
5. Congratulations to the AP/MTT team for already having held and reported on our first event for the year. Also, congratulations to the SP/COM team who are getting started early.
6. Some more highlights.
 - (a) Tapan and his team have been working hard to organise the 30 Year Celebration - as he will describe.
 - (b) I thank Daniel for completing/submitting the Annual Section Report and attending the Region 10 Section meeting in Bangladesh.

Regards
Garry

Dr Garry Einicke
Senior Principal Research Scientist
CSIRO Energy Flagship
1 Technology Court, Pullenvale QLD 4069, Australia
ph: +61 (0)7 3327 4615, mob: +61 (0)409 247 059, a/h: +61 (0)7 3878 9485

Section Health 10 Feb 2015



Tony Sahama

From: Daniel Eghbal <m.eghbal@uq.edu.au>
Sent: Tuesday, 10 February 2015 4:11 PM
To: Tony Sahama
Cc: saha@itee.uq.edu.au; blackmagic1943@gmail.com; Garry Einicke
Subject: Re: Report from Chair 10 FEB 2015

Hi Tony,

My report:

- 1) 2014 AGM was a successful event and thank everyone who attended the AGM. The report and photos are available on the website.
- 2) I submitted the section annual report for the R10 section chair meetings in Dhaka in March.
- 3) We are still processing Senior Membership applications from last year's Senior Membership Elevation event.
- 4) This year we have few new members in the committee. Job descriptions have been sent out to the new officers. Any questions?
- 5) All chapter officers are encouraged to schedule their events through vTool and submit the L31 report soon after the event. And Don't forget to take at least one photo from the event.
- 6) Organising committee of the IEEE 30 years celebration have been working very hard to make this historic event successful. So far 68 people registered for the dinner and 84 for the afternoon session. Registration is required and please do register if you haven't done so.

Regards,
Daniel

Regards,
Daniel

On 10/02/2015 2:08 pm, "Garry.Einicke@csiro.au" <Garry.Einicke@csiro.au> wrote:

>Hi Tony,

>

>In case your typing or short hand is slow, here is what I will be

>reporting at the mtg tonight.

>

>1. It is a pleasure to welcome in the 2015 team.

>2. Our goals include helping everyone to benefit their membership. A

>minimum aspiration is to organise two events pa. The high achievers

>like to notch up six or more events pa.

>3. We need to complete L31 reports for events that we have organised

>(as mentioned in an accompanying email).

>4. I have parsed the L31 reports to date - please see the accompanying

>health check graphic. We desire to see all greens, that is, no reds.

>5. Congratulations to the AP/MTT team for already having held and

>reported on our first event for the year. Also, congratulations to the

>SP/COM team who are getting started early.

>6. Some more highlights.

>(a) Tapan and his team have been working hard to organise the 30 Year

>Celebration - as he will describe.