



## 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: <a href="mailto:Garry.Einicke@csiro.au">Garry.Einicke@csiro.au</a>	Email: <a href="mailto:t.sahama@qut.edu.au">t.sahama@qut.edu.au</a>

**Minutes of Meeting held on April 14, 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	Yateendra Mishra	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 (Chair)	Alexandra Posoldova	X			
Women in Engineering (Vice chair)	Bafrin Zarei				X
Women in Engineering (Secretary)	Marie Luise Wille		X		
Aerospace and Electronic Systems Chapter (Chair)	Robert Kennedy	X			
Aerospace and Electronic Systems Chapter (VC)	<b>Vacant</b>				
Aerospace and Electronic Systems Chapter (Sec)	John Davies			X	
Computational Intelligence Chapter (Chair)	Andrew Lewis		X		
Computational Intelligence Chapter (VC)	Amin Gharipour				X
Computational Intelligence Chapter (Sec)	Zahra Jadidi				X
Computer Chapter (Chair)	Tomasz Piotr Bednarz			X	
Computer Chapter (VC)	Ruslan Puscasu	X			
Computer Chapter (Sec)	Mike Robinson	X			
Control Sys/Robo & Auto Chapter (Chair)	Michael Kearney	X			
Control Sys/Robo & Auto Chapter (VC)	James Brodie			X	<i>tbc</i>
Control Sys/Robo & Auto Chapter (Sec)	<b>Vacant</b>				
Engineering in Medicine & Biology Chapter (Chair)	Stephen Wilson		X		
Engineering in Med & Biology Chapter (VC)	Mohanraj Karunanithi			X	
Engineering in Med. & Biology Chapter (Sec)	<b>Vacant</b>				
MTT/AP Chapter (Chair)	Greg Hislop		X		
MTT/AP Chapter (VC)	Konstanty Bialkowski	X			
MTT/AP Chapter (Secretary)	Antony Lui	X			
Power & Energy Chapter (Chair)	Chandima Ekanayake			X	<i>tbc</i>
Power & Energy Chapter (VC)	Nilesh Modi	X			
Power & Energy Chapter (Secretary)	Ruifeng (Richard) Yan	X			
Power and Energy Chapter (Student rep)	Jaroslav Krata	X			
Signal Pro & Comms Chapter (Chair)	Andrew Bradley		X		<i>tbc</i>
Signal Pro & Comms Chapter (VC)	Vaughan Clarkson	X			
Signal Pro & Comms Chapter (Sec)	Dharmika Jayalath			X	<i>tbc</i>
Young Professionals Affinity Group (Chair)	Mohammad Amanzadeh			X	<i>tbc</i>
Young Professionals Affinity Group (VC)	Reuben Peterkin	X			
Young Professionals Affinity Group (Sec)	<b>Vacant</b>				
Student Counsellor QUT	Seyit Camtepe			X	
Student Counsellor UQ	Vaughan Clarkson	X			
Student Counsellor GU-GC	Jahangir Hossain		X		X
Student Counsellor GU-Nathan	Sascha Stegen				X
Student Counsellor USQ	Paul Wen			X	
Student Counsellor CQU – Brisbane	Mary Tom		X		X
Student Counsellor CQU – Rockhampton	Edward Palmer				X
UQ Student Branch Chair	Jeremy Taylor	X			
UQ Student Branch Treasurer	MB Mhd Noor	X			<i>NEW</i>
Australian Oceanic Engineering Chapter	Navinda Kottege		X		
Power and Energy Chapter (student rep)	Hanxiao Zheng	X			<i>NEW</i>



QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ABN 674 316 489 74

Number	Item	Action	Actioned
	Chair: Garry Einicke open the meeting with welcoming the members		
1.0	Attendance and apologies.	As noted	Secretary
2.0	Confirmation of agenda.	Accepted (addition of item 5.1 report from Engineers Australia Liaison and addendum to item 8.7)	Chair and vice-chair
3.0	Acceptance of minutes of the last meeting.	Proposed by Chair (TS1 moved and seconded by VC)	No objections from the members, passed unanimously
4.0	Business arising from the last meeting.	WIE member update matters to be discussed in item 8.10	Chair and Alexandra Posoldova
5.0	Committee Coordination – Section Chair.	- Chair report (attachement-1)	Garry Einicke (GE) Daniel Eghbal (DE) Mike Robinson Tapan Saha (TS1)
5.1	Engineers Australia Liaison – report (Tapan Saha)	- Item 5.1 to continue under the Engineers Australia Liaison	
5.5.1	None Student membership	- Non student membership discussion to be taken-up by Garry, Daniel and Vaughan	
5.5.2	Region-10 section meeting	- Mike and Tapan to work with Gold Coast marketing	
5.5.3	Metro Area workshop at Australasia, R10 Secretariats	- R10 50yrs celebration for proposed Gold Coast conference. Requested support from the QLD Section committee. Garry and Tony agreed to support these activities.	
		- Canvassing other sections of the IEEE was raised by Garry. While QLD section is occupied with all other	



QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ABN 674 316 489 74

		<ul style="list-style-type: none"> <li>activities, this concern was recorded.</li> <li>- Vaughan suggested that Andrew Bradley be contacted</li> </ul>	Garry and Vaughan
6.0 Reports from the Section Committee			
6.1	Vice Chair	<ul style="list-style-type: none"> <li>- Chair report (attachement-2)</li> <li>- Member loyalty program and engagement activities proposed by DE</li> <li>- While these activities are accepted in principle around \$200 is approved to purchase PINs in the first instance</li> <li>- DE (vice-chair) to take action accordingly</li> <li>- This proposal was moved by Chair and seconded by MJR</li> </ul>	DE (Garry and MJR)
6.2	Secretary 6.2.1 6.2.2 6.2.3	<ol style="list-style-type: none"> <li>1. Indicated that there are four more vacancies to be filled</li> <li>2. E-mail subjects to adhere to effective communications</li> <li>3. Clarified about the apology recording and e-mail notification with requesting apology (continue discussion in the next meeting)</li> </ol>	TS2, DE and MJR
6.3	Treasurer	Presented briefly the Bank balance (if required ask for the report and financial statements) \$9000 required from Brian Lovell's conference as previously promised (Tapan and MJR to follow up with Brian) \$10,000 committed to the November PES conference	MJR
6.4	Awards & Recognition	Preethi updated the award list. MJR to follow-up for next meeting	MJR and PC
6.5	Professional Activities	Alireza Jolfaei stated that professional activities concluded, to be followed by future activities	Alireza
6.6	Student Activities	- Activities are reported in item 7	
6.7	Membership Development	- Yateendra unable to access SAMIEEE. TS1 to report	Yatindra and



QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ABN 674 316 489 74

		<ul style="list-style-type: none"> <li>Yateendra's position to IEEE HQ.</li> <li>- Reporting to membership section</li> <li>- WIE Chair report and supported the activities</li> </ul>	Alexandra TS1
6.8	Educational Activities 6.8.1	Kalum proposed educational activities to be conducted in UQ, QUT and Griffith with 2hrs for each venue. Funding from R10 discussed, Kalum to apply for funding. Kalum to share the proposal with Chair for the discussion. 50% contribution towards the activities by QLD committee and 50% from R10	Kalum and Garry
6.9	Newsletter Editor	Hugo updated the committee (via e-mail) that 11 contributions were received and the first newsletter should be ready by late April	HE (and all)
6.10	Webmaster	MJR reported that the older web site is still active Issues with out-dated vTools chapter identifiers Requested IEEE system admin to fixed such issues (e.g., no longer use sections etc.) New web site under development using Responsive Web Design (RWD).	MJR
6.11	TISP	MJR reported the lesson plans and its progress. Requested funding support of \$300 to cover the cost of proposed TISP seminar Tapan moved this request and Tony seconded	MJR
7.0	Student Chapter Activities		
7.1	QUT Student Chapter		
7.2	UQ Student Chapter	<ul style="list-style-type: none"> <li>- Jeremy updated the committee career seminar held at UQ and there were 70 plus attendees</li> <li>- UQ student branch activities are progressing with funding support</li> <li>- Committee agreed to support future activities by lending \$2500 as a loan to section account for such activities in principle</li> </ul>	JT (and all)
7.3.1	GU (GC) Student Chapter	No report	

7.3.2	GU (Nathan) Student Chapter  UQ PS chapter (Jaroslaw Krata)	<ul style="list-style-type: none"> <li>- Sascha reported activities taking place at GU (Nathan) campus.</li> <li>- Future student activities to be organised with recruitment strategies.</li> <li>- Funding request was made for \$200</li> <li>- Indicated that supporting Jeremy on UQ student activities</li> </ul>	Sascha  Jaroslaw
7.4.1	CQU (Brisbane) Student Chapter	<ul style="list-style-type: none"> <li>- The CQ University Brisbane, Campus Branch is planning a Career's Evening on 29<sup>th</sup> April. A flyer will be prepared soon and send an IEEE e-notice.</li> <li>- A number of students have taken new membership.</li> <li>- A membership drive in association with a PG café organised by the Campus Life Committee.</li> <li>- The new student members didn't follow the directions given in the document since they couldn't get the discount.</li> </ul>	Mary Tom
7.4.2	CQU (Rockhampton) Student Chapter	No report.	
7.5	USQ Student Chapter	No report.	
8.0	Chapter and Affinity Groups		
8.1	Aerospace & Electronics Systems	Robert Kennedy reported about DL activate and requested funding support from the committee. Tapan moved this request and Daniel (VC) seconded.	Robert, TS1 and DE
8.2	Computational Intelligence	Amin Gharipour and Zahra Jadidi reported on a DL lecture at Gold Coast Campus at GU. More than 30 people attendance and it was observed success of the event. Further two days seminar to be organised. It was reported that to liaise with Alexandra (WIE-Chair) and organise activities and report on the progress-consolidating Region 10 WIE support fund proposal. Alexandra tabled this proposal on 14 <sup>th</sup> April committee meeting.	Amin, Zahar, Alexandra and TS2

8.3	Computer Society	Ruslan Puscasu reported that chapter meeting is planned for May Further it was reported that the CS membership is diverse and activities are planned to accommodate these challenges	Ruslan and MJR
8.4	Control Systems/Robotics & Automation	Michael Kearney (MK) reported that communications are taking place with QUT group on future activities Secretary (TS2) reported that following last committee meeting, e-mail was sent to Duncan at QUT yet to have response on such request.	MK and (TS2)
8.5	Engineering in Medicine & Biology	- No report	
8.6	Microwave Theory & Techniques/Antennas & Propagation	- Konstanty reported that 6 Mar - RF Aspects of MRI - Prof Robert Caverly (DL MTT), Villanova University, USA - 31 Mar - Talking Microwaves over Dinner Series (Reconfigurable Antennas lead by Dr Yifan Wang) - 8 April - THz laser modelling (Andrew Grier, University of Leeds, UK) - Next Events: - 22 Apr - Dr Greg Hellbourg, CSIRO - "Spatial interference mitigation for radio astronomical arrays"	Konstanty
8.7	Power & Energy/DEIS	- Nilesh Modi updated the committee about internal paper review process (it was noted around 10 scientific papers) - Secretary (TS2) clarified the process and Nilesh confirmed it was a moderation process rather than full review process - Garry and Tony volunteered at the first instance in supporting this moderation process by aiming other members to take part in the future  - Both Chandima Ekanayake (CE) and Nilesh Modi (NM) requested \$10,000 funding support for the November conference (APPEEC 2015) as per last meeting report:	Nilesh Modi          Tapan, MJR, Garry, DE, TS2

		<ul style="list-style-type: none"><li>- With the review of February and March minutes (sections 8.7 respectively) of the IEEE QLD Section that pertaining to funding request, the committee approved that the creation of a new sub-bank account for the conference instantaneously”. This move was approved by the section Chair and seconded by Vice-chair.</li></ul> <p>The following actions to be taken by the PES (Power and Energy) Chapter and notify the section Chair and Secretary via e-mail as practicable as possible.</p> <p>Opening of a sub-account at the credit union that is necessary to transfer the \$10,000</p> <p>This action is required in order to proceed swiftly to organise the logistics of the conference (e.g., APPEEC 2015)</p> <p>The actions that was identified the committee meeting were:</p> <ul style="list-style-type: none"><li>- Open a Cyber Saver sub-account of IEEE QLD Section with the bank (MECU)</li><li>- The new sub-account is to be named as “APPEEC 2015”</li><li>- Signatories will be Tapan Kumar Saha, Ruifeng Yan, Nilesh Modi</li><li>- Method of operation is “any two to authorize payment”</li><li>- Internet banking access is required for all signatories</li><li>- Transfer \$10,000 from IEEE QLD Section “access”</li></ul>	
--	--	---	--



QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ABN 674 316 489 74

		account to "APPEEC 2015" account	
8.8	Signal Processing/Communications	- Vaughan Clarkson (VC) reported that ITEE school activities and that HoS (Prof. Paul Strooper) is talking in the session.	VC (Vaughan Clarkson)
8.9	Young Professionals	- Reuben update the committee that event activities and GOLD account in "Linkedin"	Reuben
8.10	Women In Engineering	<p>WIE Chair Alexandra tabled a proposal for WIE support fund (refer item 8.2 above). Alexandra briefly discussed the proposal and activities that include professional speech, poster presentation and award ceremonies.</p> <p>The committee observed that while these activities are necessary and acknowledged. However, it was required further clarification on activity types to ascertain whether the activity is small, medium and/or large in order to meet eligibility of funding. For instance medium size activity will be eligible for around \$1500 funding support.</p> <p>Further discussion to be continued during next meeting. The committee supported Alexandra's WIE proposal in principle.</p>	Alexandra (with DE, VC and TS2)
8.11	AOEC [Australian Oceanic Engineering Chapter]	No report	
9.0	Other business.	MJR reported that \$10,000 seed money for the November PES convention was due to be paid by the section. He distributed bank forms for the account signatories to complete to get the account established. He gave TS1 a transfer form for \$10,000 to give to MECU when the name and number of the PES account become known..	MJR and TS1
10.0	Next meeting.	12 <sup>th</sup> May 2015	



Hi Tony,

Here is a summary of my input at tonight's Committee meeting.

1. Some Chapters have been asking for advice about organising meetings and I have provided guidance – see the email below.
2. I have recently forwarded information about IEEE YP/WIE congress being held Sri Lanka in July and seek opinions about interest/support from Committee Members.
3. Our Vice Chair (Daniel) has kindly agreed to be an IEEE Collabratec™ moderator for our Section.
4. Our Past Chair and AC Chair (Tapan) requests support for a student paper competition and I encourage Committee Members to consider assisting.
5. Our Newsletter Editor (Hugo) has conflicting teaching commitments and will try to join us during our meeting. He has advised that he plans to publish the Q1 Newsletter within a week.

Regards

Garry Einicke – Chair IEEE Queensland