

IEEEENA Minutes Tues 1 March, 2022

Zoom meeting

Start **6:00 PM**

Attendees : Mel Olsen, Bronson, Ross Siddins, Kianoush, Kevin Huang Tao, Graham Woods, Ron Goodwin, Mostafa (Chair), Ethan Waters.

Apologies : Maryam.

6:00 – Mostafa welcome.

6:04 – AGM 2021 minutes to be approved at the 2022 AGM meeting. Kenny recalls a mini IEEE NA meeting just before 2021 AGM, which has now been sent to Mostafa – will approve offline. Mostafa will later send that mini-meet minutes to everyone later.

6:05 – Mostafa – a few reporting documents to do. Financial reporting – concentration and local banking. Had MGA documents to finalise and approve- that was done. Will hopefully reprove 10% rebate in time for our section. Mel prepared reporting for 2021 for section and activities to be sent to Region 10. Mostafa made some changes to financial part for consistency and align with earlier reporting. The report has been sent. All required reporting has been done. Mel says we're good to go for the 2022 year.

6:07 – Chair update – submission 2021 reporting, Virtual Distinguished Lecturers – Kevin and Mohan. Kevin, Shou-Han, Mohan and Nico won first place for APAC region in the Internet for All competition – IEEE Comm Soc. Well done.

6:08 – Mostafa – first AC meeting last week – several points to discuss later. Was first time to attend AC meeting (Australia Council). Mostafa briefly describes the structure of the AC meeting – each of the sections in Australia have one representative – a chair (each). If a chair can't make a meeting, then a delegate will attend instead. And – the AC decisions are made in that meeting. Each of the section reps have one vote.

6:10 – Mostafa presents calendar of events. Need to plan events. An AIMS-IEEE joint event (linked to Mel) involving Australia CSIRO Chief Scientist. Good collaboration with AIMS. Thinking of having a WIA sponsored event as well.

6:11 – Events list. Couple of events in March. One event at AIMS. Another one – Dr **Tony** Murphy.

6:12 – Mostafa reminds everyone – any suggestions for events. Send suggestions to Mostafa. Also – plan to meet every 2 months. Or exec meeting every month.

6:13 – Treasurer update – Mostafa is doing report for Maryam. Mostafa adds a reminder from the AGM, that it is better to use the money from the IEEE Concentration Banking (CB) account, instead of the local account – because IEEE is now giving the rebates to the CB account. We can use the CB account to pay for our expenses and payments. Money was approved for a transfer. But money was returned to the CB account for some reason. Money was not transferred due to BankAus returning

the funds to IEEE CB account. Follow up required with BankAus. Will find out why this occurred. CB is the IEEE concentration banking account, as Netsuite is no longer operational. Nexgen.

6:16 – Mostafa says problem is no local branch for BankAus anymore. Currently have approximately 50,000 in account. Income from a conference a few years ago.

6:17 – JCU Student Award. Had 2 students with similar GPA of 7. Both eligible for our 200 dollar award. Proposal to offer two lots of 200 dollars. Approved by Mohan, seconded by Bronson.

6:19 – **AC chair** called for face-to-face meeting in Bris. Request to attend. The VC can be half-funded by **AC**. AC Council. Bronson is VC – tentatively and subject to timing. Mohan will support a different person to go. Currently support Bronson (VC). Otherwise, a second delegate can be asked later. Mostafa proposes the motion. Mel seconded the motion.

6:24 – Mostafa. Charles Darwin Uni annual award of 300 dollar. NT is a separate subsection – but rarely have interaction with NT. NT subsection chair asked for approval. Mostafa asks if sub-section needs to attend the meetings, and be more interactive. Mohan says – for this year, is fine. And we can discuss the case in subsequent years. Mostafa will contact NT. Mel says she didn't see any reporting from the sub-section. Mostafa will have a discussion with **Mahmood**.

6:30 – IEEEENA and AC outstanding volunteer award. Not a money prize. It may be a plaque. Mostafa proposes for this year. One volunteer we can nominate. Mohan suggests 'engineer of a region' – in order to promote among other industries. Mostafa mentions the emphasis on 'volunteer'. Bronson mentions company volunteers may be difficult to judge. Mohan says – we could make some criteria. Mostafa suggests offline discussion – and draw up some points for discussion next time. Bronson suggests the award could be presented at the Peter Arlett night.

6:43 – Support for children's week exceptional STEM volunteer/s award. No support yet.

6:47 – Reporting from sub-sections, chapters and branches.

PES – Mohan says could look for people to pick an ideal person for the Peter Arlett presentation. Graham says submitted report for outstanding section for PES. Might get some funding from that. Got outstanding section award from last year, but not sure if the award has been received. Mostafa will check. Graham says 'father of solar' could be a good person to entice for the talk.

6:50 – **Kianoush discusses CQU. Student branch**. Mohan says need at least at 12 members – for a few years. First start with membership development. Not just student branch. Also applies to starting of chapters.

6:53 – Mohan says there is a MTT-S Comm talk tomorrow. Will send out details via email.

6:54 – Membership development – Ron – whole range of templates and marketing strategies. Flyers etc. Accessed via the MD portal. Membership development portal. Mostafa says he is happy to chat – to consider strategies for membership development. Ron says Mel Olsen did membership development a couple of years ago. Ron will send the documents to Mostafa. Done in Collaboratec.

6:56 – Student Branch chair – Mostafa mentioned to Ethan discussion about possibilities for student branch activities. Ethan says had primary school reach-out. Potentially one or two. Potentially go to

the school to do something with the kids. Robot-X --- test at AIMS on 14-March. Have some EE students doing work on the project. Mostafa says want to get student branch more active this year.

7:01 – WIE – Maryam is away.

7:02 – Young Professionals – YP. Kevin says hasn't reached out yet. He mentions Region 10 Robotics Competition. Can think of how to attract people to the competition – students and young professionals to the competition. And promotion/advertise.

7:04 – Action list. Mostafa says think about the activities for this year. Mostafa is seeing if Tuesday 6 PM bi-monthly is ok for IEEE NA meetings.

7:05 – Mohan says we start initiatives, but no continuity. Eg. backyard invention series. Had good momentum. But waning. Think of how to keep those things going. Strategy for continuing these activities. Mostafa says we can continue on. Can make a call for backyard invention. Possibly have a repeat talk at the Peter Arlett night.

7:12 – Note is made – followup on how and where to start the Backyard Invention talks – eg. call for talks, or ask someone if they have a presentation, or find anyone that might be interested. The last 2 or 2 were from members of the IEEEENA committee. These talks may attract more interest in the Peter Arlett night.

7:13 – Meeting end.