

Minutes of Meeting held on July 09th 2019, 5:30pm
Venue: UQ, St Lucia Campus, Advanced Engineering Building, Room 49-601
Webex Meeting Number: 591 164 987 Dial in Number (1800456315)

Nilesh Modi, IEEE QLD Section Chair	Jeniffer Zapata, IEEE QLD Section Secretary
Phone:	Mobile:0451487655
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Office	Attendance	Pre-sent	Apo-logy	Sky-pe/We-bex	Ab-sent
Chair	Nilesh Modi	X			
Vice Chair	Alexandra Posoldova			X	
Secretary	Jeniffer Zapata		X		
Treasurer	Vaughan Clarkson	X			
Immediate Past Chair	Daniel Eghbal				
Newsletter Editor	Mike Robinson				
Webmaster	Farzad Faradjizadeh		X		
Professional Activities	Waaail Lafta				
Membership Development chair	Sudarshan Dahal				
Awards & Recognition	Mike Robinson				
Student Activities Chair	Rasoul Garmabdari		X		
Student Activities Assistant Chair	Mohammadhossein Etesami				
Educational Activities Chair	Rasoul Garmabdari		X		
Engineers Australia Liaison	Tapan Saha				
TISP	Michael Cowling		X		
Women in Engineering (Chair)	Negareh Ghasemi		X		
Women in Engineering (Vice chair)	Marie-Luise Wille		X		
Women in Engineering (Secretary)	Hanxiao Zhang				
Aerospace and Electronic Systems Chapter (Chair)					

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Aerospace and Electronic Systems Chapter (VC)	Jason Williams		X		
Aerospace and Electronic Systems Chapter (Sec)	Hanxiao Zhang				
Computational Intelligence Chapter (Chair)	Andrew Lewis		X		
Computational Intelligence Chapter (VC)	Garima Samavedi				
Computational Intelligence Chapter (Sec)	Toshi Sinha				
Computational Intelligence Chapter (Treasurer)	Zahra Jadidi				
Computer Chapter (Chair)	Rijab Rana				
Computer Chapter (VC)					
Computer Chapter (Sec)	Mike Robinson				
Computer Chapter (Treasurer)					
Control Sys/Robo & Auto Chapter (Chair)	Waail Lafta				
Control Sys/Robo & Auto Chapter (VC)					
Control Sys/Robo & Auto Chapter (Sec)					
Engineering in Medicine & Biology Chapter (Chair)	Qing Zhang				
Engineering in Med & Biology Chapter (VC)	Mohanraj Karunanithi				
Engineering in Med. & Biology Chapter (Sec)	Vanessa Smallbon				
MTT/AP Chapter (Chair)	Antony Lui				
MTT/AP Chapter (VC)	Hugo Espinosa				
MTT/AP Chapter (Secretary)	Anthony Stancombe		X		
Power & Energy Chapter (Chair)	Tapan Saha				
Power & Energy Chapter (VC)	Chandima Ekanayake				
Power & Energy Chapter (Secretary)	Mohammadhossein Etesami				

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Power and Energy Chapter (treasurer)	David Batterham				
Signal Pro & Comms Chapter (Chair)	Kristian Weegink				
Signal Pro & Comms Chapter (VC)	Greg Hislop				
Signal Pro & Comms Chapter (Sec)	Muhammad Moh-tasim		X		
Young Professionals Affinity Group (Chair)					
Young Professionals Affinity Group (VC)	Celeste De Mezieres				
Young Professionals Affinity Group (Sec)	Reuben Peterkin				
Young Professionals Affinity Group (Treasurer)					
PE/IE/EA (Chair)	Mahinda Vilathgamuwa				
PE/IE/EA (VC)	Junwei Lu				
PE/IE/EA (SEc)	Firuz Zare				
PE/IE/EA (Treasurer)	Mohammadhossein Etesami				
Blockchain, Chair	Alexandra Posoldova				
Student Counsellor QUT	Ghavam Nourbakhsh		X		
QUT Student Branch, Chair	Tara Shabab		X		
QUT Student Branch, Vice-Chair	Babak Jeddi				
QUT Student Branch, Secretary	Jennifer Zapata Giraldo		X		
QUT Student Branch, Treasurer	Mohsen Khorasany				
UQ student branch Councillor	Chandima Ekanayake				
UQ student branch Chair	Rohith Nuna				
UQ student branch VC	Ricky Nguyen				
UQ Student Branch Secretary					
Student Counsellor GU-Nathan	Sascha Stegen				
GU Nathan Student Branch Chair					

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GU Nathan Student Branch Vice-Chair					
GU Nathan Student Branch Secretary					
GU Nathan Student Branch Treasurer					
Student Counsellor GU-GC	Stephen So				
GU-GS Student Branch Chair					
GU-GS Student Branch Vice-Chair					
GU-GS Student Branch Secretary					
Student Counsellor USQ					
Student Counsellor CQU – Brisbane	Michael Cowling		X		
Student Counsellor CQU – Rockhampton					
Australian Oceanic Engineering Chapter – Queensland Rep					
Power and Energy Chapter (student rep chair)	Sameera Samarasinghe				
Power and Energy Chapter (student rep vice-chair)	Eddy				
Power and Energy Chapter (student rep secretary)	Indira Alcaidegodinez				
IEEE HKN President	Lucas Rabenhorst				
IEEE HKN VP	Joshua Riddell				
IEEE HKN Secretary	Ruiyuan Zhang				
IEEE HKN Treasurer	Sameera Samarasinghe				
IEEE HKN Media officer	Sameera Samarasinghe				
IEEE HKN - Faculty advisor	Tapan Saha				
SSIT Chair					
SSIT Vice-Chair					
SSIT Secretary					

The seventh Queensland Section meeting for 2019 started at 5:30pm after Chair noted that the required quorum was present and welcomed the members. Alexandra Posoldova (Vice-chair) recorded the minutes.

1. **Attendance and apologies:** as noted.
2. **Confirmation of agenda:** agenda confirmed.
3. **Business arising from the last meeting:**
Nothing to report.
4. **Approval of minutes from April meeting:** minutes of last meeting were circulated and approved with a minor change in the attendance sheet.
Proposer: Nilesh **Second:** David

5. Reports from the Section Committee

5.1. Chair

Ebby's travel grant approved to attend leadership conference.

Proposed: Nilesh Modi **Seconded:** Daniel Eghbal

IEEE day: it was proposed to be a half day event in which a mini-POCO will be carried out followed by a senior membership drive concluding with a BBQ. It will be held at The University of Queensland. Life members and industry representatives will be invited.

5.2. Vice Chair

Alexandra will be in charge of organizing AGM dinner. Nilesh pass contact details to BCEC to Alexandra.

ACTION ITEM 2019_07_01: Alexandra to finalise date and ticket price for next meeting.

5.3. Secretary

Nothing to report.

5.4. Treasurer

The treasurer report was circulated before meeting. ANZ term deposit was opened.

Motion: to close Bank Australia everyday account.

Proposed: Vaughan **Seconded:** Alexandra Posoldova **Passed**

Motion to open third 3 year term deposit with ANZ.

Proposed: Vaughan **Seconded:** Tapan Saha

5.5. Awards & Recognition

To follow up on list Mike prepared to elect volunteer of the year.

ACTION ITEM 2019_07_02: Alexandra/Nilesh to announce vacant position on Newsletter editor and Awards and Recognition chair.

5.6. Professional Activities

Nothing to report.

5.7. Student Activities

Nothing to report.

5.8. Membership Development

IEEE day will be announced (Sudarshan's report).

In middle August will be a peer-to-peer trading event.

5.9. Educational Activities

Nothing to report.

5.10. Engineers Australia Liaison

Nothing to report.

5.11. Newsletter Editor

Queensland Section will ask past newsletter editor to take the role, David Russel. Everyone to send update on their activities in order to publish a half-year newsletter and skip quarterly one.

ACTION ITEM 2019_07_03: Nilesh to send an email to Mike Robinson and remind him of his commitments as Newsletter editor and Awards & Recognition chair.

5.12. Webmaster

Nothing to report.

5.13. TISP

Nothing to report.

6. Student Chapter activities:

6.1. UQ

Nothing to report.

6.2. UQ PES

Nothing to report.

6.3. QUT

The student branch is organizing a talk in conjunction with EMBS and signal-communication society. They requested \$100 for catering purposes.

Motion: to finance QUT event with \$100 for catering purposes.

Proposed: Vaughan

Seconded: Nilesh Modi

Approved

6.4. GU (GC)

Nothing to report.

6.5. GU (Nathan)

Nothing to report.

6.6. CQU (Brisbane)

Important to notice that this student branch is in notice.

6.7. USQ

Nothing to report.

7. Chapter & Affinity Group reports and plans for 2019

7.1. Aerospace & Electronic Systems

They society had a successful tracking tutorial on June 21st.

7.2. Computational Intelligence

Nothing to report.

7.3. Computer Society

Nothing to report.

7.4. Control Systems/Robotics & Automation

Nothing to report.

7.5. Engineering in Medicine & Biology

ACTION ITEM 2019_07_04: Nilesh to contact Sascha Stegen in order to know if she has the IEEE banner.

7.6. Microwave Theory & Techniques/Antennas & Propagation

They society is planning to events: Professor Kin-Yip Wong's seminar on the 19 August 2019 and Professor Carey Rappaort (AP-DL) will host two seminars on 22 August 2019.

Motion: to support financially the first event for catering and lunch with an amount \$100.

Motion: to support financially for lunch and dinner the second event with an amount \$250.

Proposed: Antony Lui

Seconded: Nilesh Modi

Approved

7.7. Power & Energy and DEIS Joint Chapter

7.8. Power Electronic/Industrial Electronics/ Industry Applications

Nothing to report.

7.9. Signal Processing/Communications

Nothing to report.

7.10. Young Professionals

ACTION ITEM 2019_07_05: Alexandra will follow up with Gustavo and Celeste to see who is going to be Chair/Vice Chair of YP and how they will share responsibilities in order to organise events.

7.11. Women In Engineering

The affinity group will hold on 19th July at UQits first event. An invited guest speaker from industry was invited and the topic will be on transition from academia to industry. A second event will be a welcome lunch that will be held during the UQ open day in collaboration with UQ WIE. A third event will be the WIPE forum that will be held as part of ICPEs 2019 on December in Perth.

7.12. IEEE HKN Mu Kappa Chapter

7.13. Blockchain

A panel discussion event will be held late August. Considering it is 3-4 hours long event, more than \$100 support can be requested. To promote event, event email will be sent to whole IEEE Queensland section membership base. Event will be recorded in vTools as section event. Slow release of speaker biographies on section social media.

ACTION ITEM 2019_07_06: Alexandra to ask Tapan for help to contact Engineers Australia to collaborate on event.

8. Any other business.

None

9. Next meeting (13th August 2019).

ACTION LIST

Actions shaded dark have been either completed or cancelled.
 (Numbering Scheme: Meeting#-Action Number-Year).

Action No	Description	Completion Date	Status
2019_07_01	Alexandra to finalize date and ticket price for next meeting.	Before next meeting	
2019_07_02	Alexandra/Nilesh to announce vacant position on Newsletter editor and Awards and Recognition chair.	Before next meeting	
2019_07_03	Nilesh to send an email to Mike Robinson and remind him of his commitments as Newsletter editor and Awards & Recognition chair.	Before next meeting	
2019_07_04	Nilesh to contact Sascha Stegen in order to know if she has the IEEE banner.	Before next meeting	
2019_07_05	Alexandra will follow up with Gustavo and Celeste to see who is going to be Chair/Vice Chair of YP and how they will share responsibilities in order to organise events.	Before next meeting	
2019_07_06	Alexandra to ask Tapan for help to contact Engineers Australia to collaborate on event.		

Budget requests

Item name	date	Requested amount	Approved
to finance QUT event with \$100 for catering purposes	12/08/2019	100\$	Yes
MTT event, catering and lunch		\$100	Yes
MTT event, lunch and dinner		\$250	Yes

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Treasurer Report

IEEE Queensland Section

Treasurer's Report:

Date prepared:

Treasurer:

June 2019 Meeting Report

Monday, 10 June 2019

Dr Vaughan Clarkson

Bank Australia (BSB 313-140)		Everyday Access Acc 08300761
Date	Item	Amount
1/5/19	Starting balance	\$2,304.92
Expenses		
31/5/19	Monthly Account Fee	(\$5.00)
Closing Balance		\$2,299.92

ANZ Brookside Shopping Centre (BSB 014-203)		Cheque Account 469430083
Date	Item	Amount
1/5/19	Starting balance	\$89,258.76
Income		
3/5/19	TRANSFER FROM ATO ATO67431648974R123 (GST refund)	\$2,213.00
29/5/19	TRANSFER REFERENCE 529009815 (2019 IEEE section rebate)	\$11,480.64
29/5/19	TRANSFER FROM IEEE - QLD SECTI BANK AUSTRALIA TD (closure of term deposit)	\$22,454.48
Expenses		
9/5/19	ANZ INTERNET BANKING PAYMENT 984305 TO IEEE Qld Section (GST refund share to WIE ILS)	(\$163.21)
29/5/19	ANZ INTERNET BANKING PAYMENT 895732 TO Vanessa Smallbon (EMBS catering)	(\$98.00)
Closing Balance		\$125,145.67
Nett cash available		\$127,445.59
Nett worth (nett cash available + assets - liabilities)		\$113,310.83

Assets: Conferences (Book Value)		Value
WIE ILS Brisbane '18		\$5,000.00
Liabilities: Reserve Allocation Payable		Value
1/8/12		\$5,779.87
1/7/13		\$5,303.01
1/8/14		\$591.22
1/7/15		\$5,608.87
1/7/16		\$1,851.79

Approved Sub-Accounts for Section-Sponsored Activities		
Bank Australia WIE Int. Leadership Summit Acc 12156804		\$22,153.10