

Minutes of Meeting held on September 10th 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
Email: n.modi@ieee.org	Email: Jenniffer.zapata@ieee.org

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		X		
Newsletter Editor	David Russell		X		
Webmaster	Farzad Faradjizadeh		X		
Professional Activities	Waail Lafta			X	
Membership Development chair	Sudarshan Dahal		X		
Awards & Recognition	Amin Mokari-bolhassan	X			
Student Activities Chair	Rasoul Garmabdari		X		
Student Activities Assistant Chair	Mohammadhossein Etesami			X	
Educational Activities Chair	Rasoul Garmabdari		X		
Engineers Australia Liaison	Tapan Saha	X			
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				X

Minutes of Meeting held on September 10th 2019, 5:30pm
Venue: UQ, St Lucia Campus, Advanced Engineering Building, Room 49-601
Webex Meeting Number: 591 164 987 Dial in Number (1800456315)

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

Minutes of Meeting held on September 10th 2019, 5:30pm
Venue: UQ, St Lucia Campus, Advanced Engineering Building, Room 49-601
Webex Meeting Number: 591 164 987 Dial in Number (1800456315)

Power & Energy Chapter (Chair)	Tapan Saha	X			
Power & Energy Chapter (VC)	Chandima Eka-nayake		X		
Power & Energy Chapter (Secretary)	Mohammadhossein Etesami			X	
Power and Energy Chapter (treasurer)	David Batterham		X		
Signal Pro & Comms Chapter (Chair)	Kristian Weegink	X			
Signal Pro & Comms Chapter (VC)	Greg Hislop				X
Signal Pro & Comms Chapter (Sec)	Muhammad Moh-tasim		X		
Young Professionals Affinity Group (Chair)					
Young Professionals Affinity Group (VC)	Celeste De Mezieres				X
Young Professionals Affinity Group (Sec)	Reuben Peterkin			X	
Young Professionals Affinity Group (Treasurer)					
PE/IE/EA (Chair)	Mahinda Vi-lathgamuwa				X
PE/IE/EA (VC)	Junwei Lu				X
PE/IE/EA (SEc)	Firuz Zare				X
PE/IE/EA (Treasurer)	Mohammadhossein Etesami			X	
Blockchain, Chair	Alexandra Posol-dova	X			
Blackchain, Vicechair	Matthew Hutchins	X			
Student Counsellor QUT	Ghavam Nour-bakhsh				
QUT Student Branch, Chair	Tara Shabab	X			
QUT Student Branch, Vice-Chair	Babak Jeddi				X

Minutes of Meeting held on September 10th 2019, 5:30pm
Venue: UQ, St Lucia Campus, Advanced Engineering Building, Room 49-601
Webex Meeting Number: 591 164 987 Dial in Number (1800456315)

QUT Student Branch, Secretary	Jennifer Zapata Giraldo	X			
QUT Student Branch, Treasurer	Mohsen Khorasany				X
UQ student branch Councillor	Chandima Ekanayake		X		
UQ student branch Chair	Rohith Nuna				X
UQ student branch VC	Ricky Nguyen				X
UQ Student Branch Secretary					
Student Counsellor GU-Nathan	Sascha Stegen		X		
GU Nathan Student Branch Chair					
GU Nathan Student Branch Vice-Chair					
GU Nathan Student Branch Secretary					
GU Nathan Student Branch Treasurer					
Student Counsellor GU-GC	Stephen So				X
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	X			
Power and Energy Chapter (student rep vice-chair)	Eddy	X			
Power and Energy Chapter (student rep secretary)	Indira Alcaide-godinez		X		

Minutes of Meeting held on September 10th 2019, 5:30pm
Venue: UQ, St Lucia Campus, Advanced Engineering Building, Room 49-601
Webex Meeting Number: 591 164 987 Dial in Number (1800456315)

IEEE HKN President	Lucas Rabenhorst				X
IEEE HKN VP	Joshua Riddell				X
IEEE HKN Secretary	Ruiyuan Zhang				X
IEEE HKN Treasurer	Sameera Samara-singhe	X			
IEEE HKN Media officer	Sameera Samara-singhe	X			
IEEE HKN - Faculty advisor	Tapan Saha	X			
SSIT Chair					
SSIT Vice-Chair					
SSIT Secretary					

The ninth Queensland Section meeting for 2019 started at 5:30pm after Vice chair noted that the required quorum was present and welcomed the members. Jenniffer Zapata (Secretary) recorded the minutes.

1. **Attendance and apologies:** as noted.

2. **Confirmation of agenda:** agenda confirmed.

3. **Business arising from the last meeting:**

08_01: Completed

08_02: Completed

08_03: Completed

08_04: Completed

08_05: Completed

08_06: Completed

08_07: PES Queensland Chapter supports Professor Tapan Saha to Macau to attend the IEEE PES R-10 Chapter Chair meeting: Tapan explained the need of this attendance as Tapan is the organising Chair of IEEE PES Sponsored ISGT 2021, conference to be held in Brisbane 8-11 June 2021. Section approved \$500 AUD support for his travel/accommodation. PES HQ will pay up to US\$1000.

Motion: To support with \$500 AUD to Professor Tapan Saha for attending the IEEE PES R-10 Chapter Chair meeting.

Proposed: Vaughan Clarkson

Supported: Alexandra Posoldova

Approved

4. **Approval of minutes from July and August meeting:** minutes of last meeting were circulated. Both minutes are approved.

Proposed: Alexandra Posoldova

Seconded: Tapan Saha

Approved

5. **Reports from the Section Committee**

5.1. Chair

IEEE day:

- Venue: St Leo's, Professor Tapan Saha booked the space.
- Membership drive activity: an email was sent to Sudarshan asking him to put a list for senior and life IEEE QLD members, this will continue to be discussed over emails.
- Program: it was discussed that Professor Tapan Saha give a talk about the history of the IEEE Queensland Section, following by IEEE life members talks of 5 minutes each. It was also discuss the possibility of doing a talk about how to apply for becoming a senior and life IEEE member but it was not discussed who will provide this talk.

Advertisement: Jenniffer is in charge of the social media advertisement. She proposed on previous meetings the idea of having a cake with the IEEE Queensland logo, and an Instagram frame. The cake with the IEEE Section logo on it that costs around \$150 and an Instagram frame will cost around

\$100. Finally, she will ask to three graphic designers if any of them can join that day for taking pictures and subsequently put a video together. Then she will email the value to the committee and wait for an approval.

Motion: To buy a cake and an Instagram frame for the IEEE Day celebration with a value of \$250.

Proposed: Jenniffer Zapata

Seconded: Alexandra Posoldova

Approved

- vTools: the link has already been done by Nilesh. We still need to send the enotice.

ACTION ITEM 2019_09_01: Jenniffer to check if the Instagram frame can be made in a better material so it can last for future events.

ACTION ITEM 2019_09_02: Jenniffer to ask to professional graphic designers for a quote for taking photos and making one video about the IEEE Day. Send this value to the committee for approval.

ACTION ITEM 2019_09_03: Alexandra to ask Nilesh what needs to be done and then send email with responsibilities.

5.2. Vice Chair

AGM dinner:

Speakers: the pool was circulated. Dr. Kimberley responded that she was not available, Dr. Marguerite did not respond. Dr. Michael was busy on first dates proposed. However, he provided a list of dates when he was available. Next propose date is 06th December. The committee approved the new date.

Companies: it was discussed the necessity of start approaching them. Company table for 8 people, they will pay membership price. Tapan Saha can approach Noya power and Redback tech, Vaughan will ask QUT (Boieing).

Mini-POCO:

ACTION ITEM 2019_09_04: Vaughan to check with all speakers the availability for new date.

ACTION ITEM 2019_09_05: Vaughan to ask ARINEX if they will run the registration.

Elections for 2020:

It is important that if anyone in the committee wish to continue, do apply before the deadline. It was said that each chapter should spread the word for new volunteers. The due date was 16th October, however, with the AGM being on December, the deadline will be put behind.

ACTION ITEM 2019_09_06: Alexandra to send email with new date for 2020 positions.

Charles Sturt Study Centre: Alexandra received an email from this centre in which they wanted to be a potential new student branch. It was discussed the idea of doing a

student membership drive for next year, but the committee agreed that it is important to first help them to establish before creating a new student branch.

5.3. Secretary

Jennifer explained the reasons why the Students and Young Professionals Summit will not be done this year. It was discussed that the event has a lot of potential, and that next year the committee will be expanding the development of this one.

5.4. Treasurer

Vaughan reported that there were no exceptional transactions in August. Now that Jennifer is registered as an ANZ customer, the third term deposit will be established there in the coming month.

5.5. Past chair

Nothing to report.

5.6. Newsletter Editor

Nothing to report. The committee discussed that the next newsletter should be done before AGM, October was proposed.

ACTION ITEM_2019_09_07: Alexandra to request David Russell to start doing the next newsletter in order to be distributed on October.

5.7. Webmaster

Nothing to report.

ACTION ITEM_2019_09_08: Alexandra to follow up with the webmaster and check the expire certificate for the Queensland Section page.

5.8. Awards & Recognition

Amin sent an email to the committee for 2018 awards and recognitions. However, the committee brought back previous discussions about modifying the rules in which the awards were granted. In addition, the section would like to implement three new awards: Outstanding Young Professionals Volunteer, Outstanding Student Volunteer, and Best Student Branch. It was decided that 2018 awards would be granted under the same old rules, but 2019 awards will be under “new rules”.

ACTION ITEM_2019_09_09: Alexandra and Nilesh to finalised new rules for awards and recognitions.

5.9. Professional Activities

Nothing to report.

5.10. Student Activities

Nothing to report.

5.11. Membership Development

Nothing to report.

5.12. Educational Activities

Nothing to report.

5.13. Engineers Australia Liaison

Engineers Australia's new CEO will be Dr Bronwyn Evans. Dr Evans will commence in the role on 3rd October. She is an Honorary Fellow of EA and a proud Chartered Professional Engineer. She is an Electrical Engineer. Professor Tapan Saha reminded IEEE Queensland Committee members that for a joint event with EA, they need at least four weeks advance notice. Room booking is always an issue.

5.14. TISP

Nothing to report.

6. Student Chapter activities:

6.1. UQ

Nothing to report.

6.1.1. UQ PES

The UQ PES Gatton visit has been scheduled on the 30th of September. A chartered bus has been booked. PES was able to obtain sponsorship worth \$561 from the School of ITEE at UQ, that covers the entire bus cost. Thanks to Queensland Section for supporting us with \$200 towards the refreshment of the visit, funding approved on previous meetings. The visit will be attended by UQ Undergrads and Post Grads, UQ IEEE SB and HKN members, and if there are still seats, Queensland Section will be notified.

ACTION ITEM_2019_09_10: Ebby to send photos and videos to Jenniffer of the event in order to be published on the social media.

UQ student branch will be doing an IEEE Day celebration, they will buy cake and talk about how to become a member.

Motion: To support with \$100 for IEEE day celebration for UQ Student Branch.

Proposer: Saamera

Seconded: Alexandra Posoldova

Approved

6.2. QUT

Tara reported the appointment of a new treasurer, Amin.

ACTION ITEM_2019_09_11: Jenniffer to fill the office report.

ACTION ITEM_2019_09_12: Tara to write to the webmaster with Amin information.

6.3. GU (GC)

Nothing to report.

6.4. GU (Nathan)
Nothing to report.

6.5. CQU (Brisbane)
Nothing to report.

6.6. USQ
Nothing to report.

7. Chapter & Affinity Group reports and plans for 2019

7.1. Aerospace & Electronic Systems
Nothing to report.

7.2. Computational Intelligence

Andrew expressed to the committee that the current elected committee for the chapter has not been responding to his emails and that to date, the chapter has not done any activities. The committee reflected on the idea that if a person is elected, it is a professional compromise. An idea was raised to release volunteers from their positions if they are inactive and elect new ones. It was also suggested to Andrew that he sent an email for new volunteers.

7.3. Computer Society
Nothing to report.

7.4. Control Systems/Robotics & Automation
Nothing to report.

7.5. Engineering in Medicine & Biology
Nothing to report.

7.6. Microwave Theory & Techniques/Antennas & Propagation

Three technical seminars were done in August. For September there is going to be one on the 19th. The chapter would like to do a Thesis Competition for the students, but they do not have a lot of IEEE student members. They asked the committee if the competition can be opened to no-members. The committee expressed that if the section will be providing a cash price, it is not possible that the participants are non-IEEE. The committee suggests that the chapter works towards getting more student members, and also, to consider other type of price, such as an awarding IEEE membership and a physical plaque.

ACTON ITEM 2019_09_13: Anthony Lui to design a proposal for the Thesis competition for next committee meeting.

7.7. Power & Energy and DEIS Joint Chapter

a. A seminar was organised on Wednesday 28 August 2019 at UQ Abel Smith lecture Theatre, which was in conjunction with IEEE Power and Energy Society Queensland

Chapter and UQ's Energy Initiative. 192 participants registered for the event and at least 150 attended the seminar. Catering was done by UQ Energy initiative. Three experts presented in the seminar: Mr. Paul Liddell, Chief Technology Officer, Redback Technologies "Batteries are Half the Answer"; Mr. Stephen Richardson, Senior Technology Innovation Engineer, Ergon Energy "Energy Queensland's Experience Using Battery Storage to Support Network Supply"; Mr. James Liddell, Australian Energy Market AEMO "Battery Storage in the NEM"

b. Queensland Electrical Branch of Engineers Australia, along with ITEE College of EA, IET and IEEE are jointly organising the annual Manufacturing Lecture: Local EV Charging in a Global Context. Speaker is Dr Paul Sernia, Chief Product Officer and co-founder, Tritium. This event is on 11th September 2019 at 5:30pm at Engineers Australia Hawken Auditorium, 447 Upper Edward St. Brisbane.

c. Call for nomination for 2018 PES QLD Chapter Outstanding Engineer Award was open. Nominations for the Outstanding Engineer Award was accepted from IEEE Queensland Section engineers who significantly contributed to the power engineering profession. The outcome will be announced during the Queensland Section AGM in November/December 2019. Nomination form was to be emailed to PES chapter chair Prof Tapan Saha (email: saha@itee.uq.edu.au) before COB 30th of August 2019.

7.8. Power Electronic/Industrial Electronics/ Industry Applications

Nothing to report.

7.9. Signal Processing/Communications

The chapter held the monthly 1TJC. It was attended by 11 people, 4 of them IEEE members. Dr Andy Ferris presented a paper on Tensor Networks. He also included a short introduction to Tensor Network Diagrams. The 1TJC of October will be on the same day as IEEE day. At the journal club, it is going to be discuss the benefits of membership to non-members and the members will be encouraged to nominate for positions next year. 1TJC has resulted in three direct conversion to membership over the last two years. For these reasons funding for the Oct. 1TJC club was requested.

Motion: to support with \$200 for IEEE day celebration to the Signal Processing and Communications Chapter.

Proposed: Kristian Weegink

Seconded: Matthew Hutchins

Approved

7.10. Young Professionals

Nothing to report.

7.11. Women In Engineering

Nothing to report.

7.12. IEEE HKN Mu Kappa Chapter

A talk from Harry Hoon, UCSI Malaysia is scheduled on the 26th September, 2019. The speaker is the Founder and Chair of IEEE HKN UCSI, Mu Alpha, who has won

the Outstanding Chapter Award for 4 successive years from 2014 onwards. The talk will help the UQ HKN as well as other branches to improve their activity and increase collaborative initiative, learning from the leaders.

All the UQ Student Chapters have been invited. A catering fund of \$100 was requested.

Motion: To support with \$100 the UQ HKN activity for catering purposes.

Proposed: Ebby Thomas

Seconded: Jenniffer Zapata

Approved

7.13. Blockchain

Sixty-five people attended the event organised on 2nd of September in conjunction with Engineers Australia. Twenty of them were USQ students that needed a sign on a sheet for some classes. Alexandra discussed the possibility of doing this in future events, and to reach out to USQ for a student branch counsellor. EA was very helpful; however, there were some issues in communication and advertising. There was also people from Navitas, who needed signature as part of their Professional Year program. Possibility to reach out to Navitas to advertise events. Refreshments were provided and funded from PA initiative.

ACTION ITEM_2019_09_14: Alexandra to reach out to Navitas for a closer collaboration.

There is going to be another event on October-November. It is an augmented reality workshop where the fundamentals of blockchain will be taught. This event also has funding from professional activities.

8. Any other business.

Due to Andrew's claim of lack of attendance and initiative in his chapter, the committee discussed the possibility of implementing a new regulation, to send a notice to volunteers that are elected when they are not attending committee meetings. This item will be scheduled for the next committee meeting.

9. Next meeting (10th October 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_09_01	Jenniffer to check if the Instagram frame can be made in a better material so it can last for future events.	Before next meeting	
2019_09_02	Jenniffer to ask to professional photographers how much and send cost this week.	Before next meeting	
2019_09_03	Alexandra to ask Nilesh what needs to be done and then send email with responsibilities.	Before next meeting	
2019_09_04	Vaughan to check with all speakers the availability for new date.	Before next meeting	
2019_09_05	Vaugh to ask ARINEX if they will run the registration.	Before next meeting	
2019_09_06	Alexandra to send email with new date for 2020 positions.	Before next meeting	
2019_09_07	Alexandra to request David Russell to start doing the next newsletter in order to be distributed on October.	Before next meeting	
2019_09_08	Alexandra to follow up with the webmaster and check the expire certificate for the Queensland Section page.	Before next meeting	
2019_09_09	Alexandra and Nilesh to finalised new rules for awards and recognitions.	Before next meeting	
2019_09_10	Ebby to send photos and videos to Jenniffer of the event in order to be published on the social media.	Before next meeting	

Minutes of Meeting held on September 10th 2019, 5:30pm
Venue: UQ, St Lucia Campus, Advanced Engineering Building, Room 49-601
Webex Meeting Number: 591 164 987 Dial in Number (1800456315)

2019_09_11	Jennifer to fill the office report.	Before next meeting	
2019_09_12	Tara to write to the webmaster with Amin information.	Before next meeting	
2019_09_13	Anthony Lui to design a proposal for the Thesis competition for next committee meeting.	Before next meeting	
2019_09_14	Alexandra to reach out to Navitas for a closer collaboration.	Before next meeting	

Budget requests

Item name	date	Requested amount	Approved
To support with \$500 AUD to Professor Tapan Saha for attending the IEEE PES R-10 Chapter Chair meeting.	10/09/2019	500\$	Yes
To buy a cake and an Instagram frame for the IEEE Day celebration with a value of \$250.	10/09/2019	\$250	Yes
To support with \$100 for IEEE day celebration for UQ Student Branch.	10/09/2019	\$100	Yes
To support with \$200 for IEEE day celebration to the Signal Processing and Communications Chapter.	10/09/2019	\$200	Yes
To support with \$100 the UQ HKN activity for catering purposes.	10/09/2019	\$100	Yes