



QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

Tapan Saha – Section Chair University of Queensland – St Lucia Campus	Andrew Thomas – Secretary University of Queensland – St Lucia Campus
School of Information Technology and Electrical Engineering	School of Information Technology and Electrical Engineering
Brisbane 4072	Brisbane 4072
Phone: (07) 33653962	Phone: (07) 33651654
Fax: (07) 33654999	Fax: (07) 33654999
Email: saha@itee.uq.edu.au	Email: andrew@itee.uq.edu.au

Minutes for June meeting 2006

For Committee meeting: **Tuesday 4 July 2006, 5:30 – 6:30 PM teleconference** at
UQ General Purpose South Building Room 78-219 --
Phone 3365-9113
and Central Queensland University Phone (07) 4930 6491

<i>Office</i>	<i>Attendance</i>	<i>Present</i>	<i>Apology</i>	<i>Absent</i>
Section Chair	Tapan Saha	X		
Section Vice-Chair	Vaughan Clarkson	X		
Secretary	Andrew Thomas	X		
Section Treasurer	Amoakoh Gyasi-Agyei	X		
Section Past Chair	Renate Sitte		X	
Newsletter editor	Yong Peng	X		
Webmaster	Sheng How Goh	X		
Professional Activ	Andrew Bradley	X		
Membership Coordinator	Peter McLarty			X
Computer Chapter Ch	John Williams	X		
Power Chapter Ch	Joe Dong	X		
Power Chapter Vice Chair	Rajat Majumder	X		
Control Systems/Robotics & Autom.	Michael Lees		X	
Signal Proc & Comms Ch – Vice Chair	Jasmine Banks	X		
Microwave Theory & Techniques Antennas & Propag. Ch	David Thiel/Ashley Robinson		X	
Computational Intelligence Ch	Joaquin Sitte	X		
Student Counsellor QUT	Ed Palmer			X
Student Counsellor UQ	Peter Sutton			X
Student Chapter GU_GC	Mark Livingstone		X	
Awards & Recognition	Michael Lees		X	

1 About the meeting:

- 1.1 Meeting opened at 5:32PM. Finished 7:13 PM
- 1.2 Meeting chaired by Tapan (present @UQ). Minutes taken by Andrew.

2 Confirmation of agenda

- 2.1 SSIT discussion, new national chapter – will be addressed in section 9. – Any Other Business.

3 Confirmation of minutes of last meeting

3.1 Minutes accepted with changes.

4 Business arising

4.1 None

5 Committee Coordination

5.1 Computer Chapter Election – Dr John Williams has been elected as chair for a 2 year term. Simon Ellis has been elected as Vice-Chair. It was mentioned that at least 2 activities must be planned in the next 6 months. The section can provide any necessary support for this organisation.

5.2 Vacant positions – The committee is now full. There is a new educational activities co-ordinator, Tony Ahfok, and a new professional activities co-ordinator, Andrew Bradley. Tapan is to contact the past co-ordinators to give a helping hand to the new co-ordinators.

5.3 QLD section elections – Next January Tapan will become past chair. A vice-chair needs to be elected before the end of the year to take over the chair at a later date (Vaughan will be chair at the beginning of next year). The Secretary and Treasurer will also be completing their terms. Three committee members need to be selected to form the nominating committee and to hold the elections. By the 15th September a call for nominations must be made, with 21 days being allowed before the call for nominations is closed. These nominations need to be published to the members by 15th October and by the AGM, the election needs to be completed. Joaquin nominated Michael Bloomstein from Griffith, Tapan nominated Peter Sutton and Renate was also nominated for the nomination committee. Tapan is to send the by-laws to the nominations committee once selected.

5.4 AGM-2006 – It was stated that the date for this needs to be fixed. It was decided that the AGM be held on Friday 15th December.

6 Reports from the section

a. Vice Chair –Vaughan reported on his thesis prize idea. He reported that the new quote he received from the thesis binder went up by a factor of three, so he is at present getting a new quote from another thesis binder. He is getting 10 copies of the thesis prize covers made. Goh has updated the website discussing the thesis prize.

Vaughan also reported on the speaker for the AGM. He said that he could not get Ingrid Doubeche, but her husband can come and give a talk. He is also at Princeton University and has been the Vice President of AT&T Bell laboratories in the past. Vaughan suggested a black-tie dinner at Customs House. He has inquired about the rooms available there on the above suggested date. There are three rooms available, two of these being able to seat 60-70 people and the third being able to seat 200 people. He has made a tentative booking for one of the 60 people rooms. The cost is \$100/head for a three course dinner, and there is a requirement of having at least 20 people for the function to proceed. Also, there is an additional cost of paying for the speaker's additional accommodation. Tapan said that people cannot be charged to attend the AGM, so if a separate room can be arranged for the AGM and then the attendees can move to the other room for dinner if they desire. It was stated that this should be an event for IEEE members only, with 1 guest. It was mentioned that it may not be possible (in terms of the by-laws) for any subsidy to be made for members on the \$100 dinner charge. However, Amoakoh is going to contact HQ about a possible subsidy for the AGM for it to be used to attract new members. The committee has approved this function.

b. Secretary – Andrew reported on the progress with the GOLD affinity group formation. He has faxed the petition to form the affinity group to HQ and also e-mailed an electronic scan, but as yet there has not been any word on the progress. He will be attending the Region 10 GOLD congress and will take a hardcopy of the petition with him to give to the regional GOLD organisers.

c. Treasurer – The total QS funds amount to ~\$60000, with some of these funds existing in term deposits. A \$5000 rebate was received for the 2005 activities. Some rebates were lost due to lack of activities in some of the chapters.

d. Awards and Recognition Co-ordinator – Apology

e. Professional Activities Co-ordinator – This is a newly filled role in the committee. Tapan is to introduce the new co-ordinators to the past co-ordinators. John suggested that links between academia and industry need to be fostered. He suggested for an example a seminar to inform the industry how they can open up government funding by working with academia. Joaquin suggested we need to foster local activities that involve members. He provided an example where at a Computational Intelligence Society meeting, every member made a presentation on their work, acted to increase their involvement.

f. Membership Co-ordinator – Absent

g. Educational Activities Co-ordinator – Tony investigated the website of the educational activities board and they suggested going to high schools to promote IEEE and organise activities.

h. Newsletter Editor – The due date for the submission of items for the newsletter has passed. This date needs to be extended to 14th July. Yong Peng received an e-mail from HQ suggesting to insert some additional HQ related information into the local newsletter releases.

i. Web Master – Goh has been purchasing IEEE merchandise which was discussed in the previous meeting. He has been in contact with Peter Sutton to organise the payment. Goh said there are no necessary accounts available for this purchase in the QS. Tapan said he will use his own credit card and will get the QS to reimburse him at a later date.

7 Student chapter activities

7.1 No activities have been organised at UQ or QUT. There has been 1 membership drive at the Griffith Gold Coast campus. Amoakoh has formed a student branch at CQU. Tapan is to contact student counsellors to ask about their planned activities. It was mentioned that an RHD student would make a good student chapter chair. The first or second week of the coming semester should include a membership drive.

8 Chapter reports and plan for 2006

8.1 Computational Intelligence – The first event for this chapter was held on 5th May, which was the societies quarterly meeting, which featured a seminar by a local member and an activities brainstorming session. The 2nd event is being plan to be held on 26th September and is the 1st Queensland IEEE Computational Intelligence Postgraduate Workshop. Chapter officer elections will be held in October and a 3rd event is planned in November or December and is a distinguished lecturer ½ day workshop.

8.2 Computer Chapter – A familiarisation process needs to be performed as John is new to the role. Tapan will give John a SAMIEEE report on the membership data of the Computer Chapter. John will catch up with Renate about her previous activities and look at doing some local activities.

8.3 CS/R&A – Michael reported his activities via e-mail. An event is being planned for 4th September which may be a joint event with Engineers Australia.

8.4 MTT/AP – 6 months have passed but there is no apparent plan yet. Tapan is to contact David and Ashley to enquire about this.

8.5 Power Engineering Chapter – An election will need to be held in this chapter. Tapan proposed to delay the election for a couple of months and have the election at the same time as the section election. This was approved. Two DL events will be held the week after next, and these events will be the 4th and 5th events of the year for this chapter.

8.6 Signal Processing – The signal processing chapter has hosted 1 seminar on 16th June and has another planned on 14th July.

9 Any other business

9.1 New SSIT national chapter – A new national chapter is being formed called the Society of Social Implications of Technology. A call for support for the formation of the chapter was received. The committee had no problems in endorsing this formation.

9.2 Long web-site URL – Vaughan brought up a problem of the extremely long web-site URL, which is bad for advertising. He asked if it is possible to have something like www.ieee.qld.org. This is to be investigated.

9.3 Visiting expert – Vaughan said Simon Hacken (sic?), who is a prominent signal processing person, will be visiting at the same time as the scheduled AGM. He can talk at the AGM, but has requested some funding for his airfare from Canada. It was decided that ¼ of the airfare is willing to be paid by the section.

10 Next meeting

12.1 8th August at 5:30pm