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Minutes of Meeting 9th November 2010
Venue: UQ General Purpose (South) Building, Room 78-421

Attendance:

Office	Attendance	Present	Apology	Absent
Chair	Abbas Bigdeli	√		
Vice Chair	Roelof Swanepoel	√		
Secretary	Mandar Gujrathi	√		
Treasurer	Jasmine Banks	√		
Immediate Past Chair	Vaughan Clarkson		√	
Newsletter Editor	Robert Ellen		√	
Webmaster	Ashkan Boldaji			×
Professional Activities	Farhad Dadgostar		√	
Membership Coordinator	*Vacant*			
Awards & Recognition	Michael Lees		√	
Student Activities Chair	Steven Lawrance	√		
Educational Activities Coordinator	Jan McSweeney	√		
Engineers Australia Liaison	Tapan Saha	√		
Women in Engineering	Sandra Mau	√		
Aerospace and Electronic Systems Chapter	Peter Lindsay	√		
Aerospace and Electronic Systems Chapter (VC)	Garry Einicke		√	
Aerospace and Electronic Systems Chapter (Sec)	John Davies		√	
Computational Intelligence Chapter	Marcus Gallagher		√	
Computational Intelligence Chapter (VC)	Michael Blumenstein			×
Computer Chapter	Philip Machanick	√		
Computer Chapter (VC)	Jianming Yong			×
Control Sys/Robo & Auto Chapter	Gordon Wyeth		√	
Control Sys/Robo & Auto Chapter (VC)	John Billingsley		√	
Engineering in Medicine & Biology Chapter	Mohan Karunanithi		√	
Engineering in Medicine & Biology Chapter (VC)	Stephen Wilson			×
MTT/AP Chapter	Karla Ziri-Castro		√	
MTT/AP Chapter (VC)	Jacob Coetzee		√	
Power & Energy Chapter	Tapan Saha	√		
Power & Energy Chapter (VC)	Jose Lopez-Roldan		√	
Power & Energy Chapter (Secretary)	Mehdi Eghbal	√		
Power and Energy Chapter (Student rep)	Alexandra Price	√		
Signal Pro & Comms Chapter	Dhammika Jayalath	√		
Signal Pro & Comms Chapter (VC)	Vaughan Clarkson		√	
GOLD Affinity Group	Roelof Swanepoel	√		
GOLD Affinity Group (VC)	Robert Ellen		√	
Student Counsellor QUT	Jacob Coetzee		√	
Student Counsellor UQ	Vaughan Clarkson		√	

Student Counsellor GU-GC	*Vacant*			
Student Counsellor GU-Nathan	*Vacant*			
Student Counsellor USQ	Tony Ahfock			×
Student Counsellor CQU	Shawkat Ali	√		

Number	Item	Action	Actionee
1.0	Attendance and apologies.	As noted	
2.0	Confirmation of agenda.	Agenda accepted	
3.0	Confirmation of minutes of the last meeting.	Minutes accepted MG acknowledges feedback from PM and RE on the minutes.	
4.0	Business arising from the last meeting.	PES, AESS mailing lists updated Revised invitations were sent for the AGM. Marc Robinson to be added as the Computer Society secretary.	RS/MG
5.0	Committee Coordination – Section Chair.	Joe Lillie visit: AB seeks committee approval to host (hotel booking, dinner) Joe Lillie. RS seconds. Members agree with $1500 + hotel expenses.	
6.0	Reports from the Section Committee		
6.1	Vice Chair	Student thesis prize: TS to collect PES thesis. SL to negotiate with Griffith and QUT for any entries. RS to send email on AGM evening programme + venue. Guest speaker Alina Dini. RS confirms no reduced price possible for IEEE members on annual dinner TS suggests prize winners to be sponsored for dinner. Members agree.	
6.2	Secretary	Chapter/office summaries for the AGM report to be submitted to MG by 10/11/2010.	

6.3	Treasurer	Treasurer's report was accepted. JB to forward her annual report to MG later.	
6.4	Awards & Recognition	--	
6.5	Professional Activities	--	
6.6	Student Activities	AP from UQ to attend ANZSCON in Melbourne Shawkat to report to SL on CQU entrant. SL to communicate with QUT and USQ counsellors for any entries.	
6.7	Membership Development	--	
6.8	Educational Activities	JM presents a proposal for skills assessment (like IELTS) similar to the roles of NIA and ACS. AB clarifies that Assessment body would need to be incorporated in Aus. Would require full-time staff. Unfortunately, such a proposal would be infeasible and may involve a legal risk. Members agree.	
6.9	Newsletter Editor	3rd newsletter was circulated via email.	
6.10	Webmaster	Webpage to be updated. AB to email AB (Ashkan)	AB
7.0	Student Chapter Activities		
7.1	QUT Student Chapter	--	
7.2	UQ Student Chapter	--	
7.3	GU Student Chapter	--	
7.4	CQU Student Chapter	Plans for a sub-section next year.	
7.5	USQ Student Chapter	--	
8.0	Chapter and Affinity Groups		
8.1	Aerospace & Electronic Systems		
8.2	Computational Intelligence	--	
8.3	Computer Society	PM summarises the events held in 2010.	
8.4	Control Systems/Robotics & Automation	--	
8.5	Engineering in Medicine & Biology	MK to nominate a Chair	MK

8.6	Microwave Theory & Techniques/Antennas & Propogation	--	
8.7	Power & Energy	TS summarises the accomplishments of PES during 2010. Calls for nominations for IEEE-PES outstanding volunteer award. TS to discuss with RS to build links with IEEE-GOLD	
8.8	Signal Processing/Communications	Plans for upcoming events in progress	
8.9	Graduates of Last Decade	STEP event organised on 24th Nov with speaker: Prof: Brian Lovell. RS to send invitations. Senior members invited for the event.	
8.10	Women In Engineering	SM summarises the second event and 2 students applied for internship. WiE plans to hold a networking event in near future.	
9.0	Other business.	--	
10.0	Next meeting.	**25th November 2010.**	