



## QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

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**Minutes of Meeting held on November 10, 2015**

**Venue: UQ General Purpose (South) Building, Room 78-421**

### Attendance:

Office	Attendance	Present	Apology	Absent	Via Skype
Chair	Garry Einicke	X			
Vice Chair	Daniel (Mehdi) Eghbal	X			
Secretary	Tony Sahama	X			
Treasurer	Mike Robinson	X			
Immediate Past Chair	Tapan Saha	X			
Newsletter Editor	Hugo G. Espinosa		X		
Webmaster	Mike Robinson	X			
Professional Activities	Alireza Jolfaei	X			
Membership Development chair	Yateendra Mishra	X			
Awards & Recognition	Preethi Chandra				X
Student Activities Chair	<i>Ranju Manda</i>		X		
Educational Activities Chair	Kalum P. Udagepola				X
Engineers Australia Liaison	Tapan Saha	X			
TISP	Mike Robinson	X			
Women in Engineering (Chair)	Alexandra Posoldova	X			
Women in Engineering (Vice chair)	Bafrin Zarei			X	
Women in Engineering (Secretary)	Marie Luise Wille	X			
Aerospace and Electronic Systems Chapter (Chair)	Robert Kennedy				X
Aerospace and Electronic Systems Chapter (VC)	Kim Morris			X	
Aerospace and Electronic Systems Chapter (Sec)	John Davies			X	
Computational Intelligence Chapter (Chair)	Andrew Lewis	X			
Computational Intelligence Chapter (VC)	Amin Gharipour				X
Computational Intelligence Chapter (Sec)	Zahra Jadidi			X	
Computer Chapter (Chair)	Tomasz Piotr Bednarz			X	
Computer Chapter (VC)	Ruslan Puscasu			X	
Computer Chapter (Sec)	Mike Robinson	X			
Control Sys/Robo & Auto Chapter (Chair)	Michael Kearney	X			
Control Sys/Robo & Auto Chapter (VC)	James Brodie		X		
Control Sys/Robo & Auto Chapter (Sec)	<i>Vacant</i>				
Engineering in Medicine & Biology Chapter (Chair)	Stephen Wilson		X		
Engineering in Med & Biology Chapter (VC)	Mohanraj Karunanithi		X		
Engineering in Med. & Biology Chapter (Sec)	<i>Vacant (Qing Zhang)</i>				X
MTT/AP Chapter (Chair)	Konstanty Bialkowski		X		
MTT/AP Chapter (VC)	<i>Vacant</i>				
MTT/AP Chapter (Secretary)	Antony Lui		X		
Power & Energy Chapter (Chair)	Chandima Ekanayake	X			
Power & Energy Chapter (VC)	Nilesh Modi	X			
Power & Energy Chapter (Secretary)	Ruifeng (Richard) Yan		X		
Power and Energy Chapter (Student rep)	Jaroslav Krata	X			
Signal Pro & Comms Chapter (Chair)	Andrew Bradley		X		
Signal Pro & Comms Chapter (VC)	Vaughan Clarkson	X			
Signal Pro & Comms Chapter (Sec)	Dharmika Jayalath			X	
Young Professionals Affinity Group (Chair)	Mohammad Amanzadeh	X			
Young Professionals Affinity Group (VC)	Reuben Peterkin	X			
Young Professionals Affinity Group (Sec)	<i>Rob Makaremi</i>	X			
Student Counsellor QUT	Seyit Camtepe			X	
Student Counsellor UQ	Rahul Sharma		X		
Student Counsellor GU-GC	Jahangir Hossain				X
Student Counsellor GU-Nathan	Sascha Stegen	X			
Student Counsellor USQ	Paul Wen			X	
Student Counsellor CQU – Brisbane	Mary Tom			X	
Student Counsellor CQU – Rockhampton	Edward Palmer		X		
UQ Student Branch Chair	Jeremy Taylor			X	
UQ Student Branch Treasurer	MB Mhd Noor			X	
Australian Oceanic Engineering Chapter	Navinda Kottege			X	
Power and Energy Chapter (student rep)	Hanxiao Zheng	X			
IEEE HKN Chair	Mehdi Mosadeghy			X	
	Reza Akbarzaden				X



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ABN 674 316 489 74

Number	Item	Action	Actioned
	Chair: Garry Einicke opened the meeting with welcoming the members		
1.0	Attendance and apologies.	As noted	Secretary
2.0	Confirmation of agenda.	Moved by chair	Vice-Chair
3.0	Acceptance of minutes of the last meeting.	Moved by Vaughan Clarkson and seconded by Marie Luise Wille.	No objections from the members, passed unanimously
4.0	Business arising from the last meeting.	No items were reported	Chair
5.0	Committee Coordination – Section Chair.	<ul style="list-style-type: none"> <li>- The chair requested that members and the office about AGM, timeline and activities</li> <li>- Activity Report and progress to be reported to Mike</li> </ul>	Chair
6.0	Reports from the Section Committee		
6.1	Chair -- Garry	Reports for the AGM are required	Chair, Vice-Chair and Immediate Past Chair (Tapan)
6.2	Vice-chair Daniel	<ul style="list-style-type: none"> <li>- Discussed the activities of the section and L31 reports</li> <li>- Discussed the section elections and vacant positions</li> </ul>	
6.3	Immediate past chair report (plus Engineers Australia report)	<ul style="list-style-type: none"> <li>- Reported that Engineers Australia Electrical Branch AGM to be held on 11 Nov.</li> <li>- Brief about the IEEE enterprise model and its future</li> <li>- Informed the meeting that the AC levy is to be paid.</li> </ul>	
6.4	Secretary report 6.4.1 6.4.2	<ul style="list-style-type: none"> <li>- Mentioned that events for TISP (RWD) and GIS education activities are being organised at QUT</li> <li>- Observed that the Secretary position is vacant and anticipated it will be filled at the AGM</li> <li>-</li> </ul>	Secretary
6.5	Treasurer	<ul style="list-style-type: none"> <li>- The Treasurer (Mike) reported that the Financial Report</li> </ul>	

	6.5.1	was circulated with current bank balances and activities recorded at the time of reporting. - Report and refund conciliation are pending (see addendum under AOB)	Mike
6.6	Awards & Recognition	- Preethi reported that the Award Report will be ready for the AGM	Preethi
6.7	Professional Activities	- Alireza reported L31 activities	Alireza
6.8	Student Activities	- No reports (Rsnju apology)	Ranju
6.9	Membership Development	- No report, Yateendra apology	Yateendra
6.10	Educational Activities	- Kalum reported that a seminar was held in QUT on 22nd Oct 2015. Student activity and Professional membership committee organized it and it was successful event. - Kalum is expecting to continue organizing similar events around Queensland in the future - Kalum reported that necessary information has been submitted using vTools	Kalum
6.11	Newsletter Editor  The URL for the July newsletter is <a href="http://tinyurl.com/nkjc6bm">http://tinyurl.com/nkjc6bm</a>	- David Russel will be the Newsletter Editor in 2016 - Mike to compile the AGM report	Hugo (apology)
6.12	Webmaster	- Mike reported that he is successful on RWD, FlexiBox and CSS	Mike
6.13	TISP	- Mike reported that the TISP activities are to be continued	Mike
7.0	Student Chapter Activities		
7.1	UQ Student Branch  UQ/PES (Jaroslaw Krata)	- e-mail report from Rahul indicating that only one nomination for student thesis prize. Further update to follow - Jaroslaw reported that having successful event at UQ	Rahul  (Jaroslaw)
7.2	QUT Student Chapter	- No report	
7.3	GU (Nathan) Student Chapter (Sascha Stegen)	- No report	Sascha
7.4	GU (Gold Coast) Student Chapter	- e-mail report submitted intending that report to be	Reza



## QUEENSLAND SECTION

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ABN 674 316 489 74

		part of AGM (Reza Akbarzadeh)	
7.5	CQU (Brisbane) Student Chapter (Mary Tom)	- No Report	Mary
7.6	CQU (Rockhampton) Student Chapter	- No report (but activities are in planning phase)	Ed Palmer (apology)
7.7	USQ Student Chapter	- No report	Paul
8.0	Chapter and Affinity Groups		
8.1	Aerospace & Electronics Systems	- No activities, however reported that the Radar conference scheduling is continuing	Robert Kennedy
8.2	Computational Intelligence	- Andrew reported that L31 Report was completed for a successful colloquium - The PhD talk was cancelled - Next year BigData related seminars are planned - The Vice-Chair position of CI for next year is changing	Andrew Lewis
8.3	Computer Society	- No report	Mike
8.4	Control Systems/Robotics & Automation	- Michael reported that activities are on schedule	Michael Kearney
8.5	Engineering in Medicine & Biology	- Stephen (apology) reported via email that EMBS - successful Cardiovascular Research Symposium last month (~40 attendees) with some IEEE recruitment activities occurred. - L31s Reports have been entered, with some additional to come from other members. - TISP - we have scheduled TISP training here at UQ in coming weeks and invitations sent to our student ambassadors. Mike has been notified and can hopefully help out on the day.	Stephen Wilson (and Mike)
8.6	Microwave Theory & Techniques/Antennas & Propagation	- Konstanty (apology) reported via e-mail that in the past month MTT/AP chapter held 4 events, 3 of them DL speakers.	Konstanty Bialkowski

		<ul style="list-style-type: none"> <li>- 19 October: APS DL: Prof Mats Gustafsson presented "Convex Optimization for Optimal Design and Analysis of Small Antennas" at Griffith University</li> <li>3 November: APS DL: Dr. Sudhakar Rao presented "Antenna Systems for 21st Century Satellite Communication Payloads" at The University of Queensland.</li> <li>- 4 November: Prof Thomas Fickenscher presented "A Comprehensive Understanding of Forward Scattering of Radar Beams by Wind Turbines" at Griffith University.</li> <li>- 5 November: APS DL: Prof Christophe Caloz presented "Leaky-Wave Antennas: the Dawn of a New Era!" at the University of Queensland</li> <li>- L31 Reports for 1,2 and 4 are already submitted, and a report for item 3 will be submitted soon.</li> <li>- The timing of the last three speakers coincides with the timing of the ISAP Conference in Hobart this week.</li> </ul>	
8.7	Power & Energy/DEIS	<ul style="list-style-type: none"> <li>- Chandima updated the meeting about the IEEE PES conference and other activities that were successfully held</li> </ul>	Chandima and Nilesh
8.8	Signal Processing/Communications	<ul style="list-style-type: none"> <li>- Vaughan reported a successful event organised at QU on MH370 presented by Dr. Neil Gordon</li> <li>- The Journal club activities are continuing</li> </ul>	Vaughan
8.9	Young Professionals	<ul style="list-style-type: none"> <li>- Mohammad reported that a event was successful with 70 participants at UQ</li> <li>- Communication to be held with WiE team on preparing a banner and the cost to be estimated. This was moved by Vaughan and seconded by Reuben with support of the members at the committee</li> </ul>	Mohammad Amanzadeh, Reuben Peterkin and Rob Makaremi
8.10	Women In Engineering	<ul style="list-style-type: none"> <li>- Marie-Luise Wille reported that the Perfect Pitch event was completed and it was successful</li> </ul>	Marie-Luise Wille



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8.12	AOEC [Australian Oceanic Engineering Chapter]	<ul style="list-style-type: none"> <li>- The committee for 2016 has been selected</li> </ul> <p>No report</p>	Navinda Kottege
9.0	Other business	<ul style="list-style-type: none"> <li>- The AGM to be held on 2<sup>nd</sup> December (further information to follow)</li> <li>- Preethi is away for the AGM, Mike to handle the award event</li> <li>- Tony Sahama to support the ceremony in lieu of Mike's role</li> <li>- No meeting prior to the AGM</li> <li>- An addendum on the cash deposit to follow:</li> </ul> <p>The addendum: On November 18th 2015 the Section Chair, Garry Einicke, proposed that \$10,000 refunded by the Power and Energy chapter be transferred to an interest-bearing term deposit. An electronic poll of the committee was conducted. Robert Kennedy seconded the proposal and there was unanimous agreement. The treasurer was instructed to place \$10,000 into a term deposit as soon as possible.</p>	Garry, Tapan, Daniel, Mike and Tony
10.0	Next meeting.	The AGM on 2 <sup>nd</sup> December 2015	