



## QUEENSLAND SECTION

THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

Mr. Roelof Swanepoel— Section Chair IEEE Queensland.	Dr. Mandar Gujrathi— Secretary School of ITEE, University of Queensland Brisbane, Queensland 4072
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**Minutes of Meeting 9<sup>th</sup> August 2011.**  
**Venue: UQ General Purpose (South) Building, Room 78-421**

**Attendance:**

Office	Attendance	Present	Apology	Absent
Chair	Roelof Swanepoel	√		
Vice Chair	Sandra Mau	√		
Secretary	Mandar Gujrathi		√	
Treasurer	Mike Robinson	√		
Immediate Past Chair	Abbas Bigdeli	√		
Newsletter Editor	Robert Ellen		√	
Webmaster	Ashkan Boldaji			
Professional Activities	Farhad Dadgostar	√		
Membership Development chair	Sam Shiao	√		
Awards & Recognition	Abbas Bigdeli	√		
Student Activities Chair	Steven Lawrance			
Educational Activities Coordinator	Jan McSweeney	√		
Engineers Australia Liaison	Tapan Saha	√		
Women in Engineering	Sandra Mau	√		
Women in Engineering (Vice chair)	Mai Nguyen			
Aerospace and Electronic Systems Chapter	Peter Lindsay	√		
Aerospace and Electronic Systems Chapter (VC)	John Davies		√	
Aerospace and Electronic Systems Chapter (Sec)	Garry Einicke		√	
Computational Intelligence Chapter	Michael Blumenstein		√	
Computational Intelligence Chapter (VC)	Ross Hayward		√	
Computational Intelligence Chapter (Sec)	Hong Lee		√	
Computer Chapter	Mike Robinson (act)	√		
Computer Chapter (VC)	Jianming Yong	√		
Computer Chapter (Sec)	Mike Robinson	√		
Control Sys/Robo & Auto Chapter	Gordon Wyeth			
Control Sys/Robo & Auto Chapter (VC)	Robert Zlot		√	
Control Sys/Robo & Auto Chapter (Sec)	John Billingsley	√		
Engineering in Medicine & Biology Chapter	Amol Waghlikar	√		
Engineering in Med & Biology Chapter (VC)	Mohan Karunanithi			
Engineering in Med. & Biology Chapter (Sec)	Anthony Nguyen			
MTT/AP Chapter	Jacob Coetzee		√	
MTT/AP Chapter (VC)	David Enchelmaier	√		
MTT/AP Chapter (Sec)	Konstanty Bialkowski	√		
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			



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Signal Pro & Comms Chapter	Dhammika Jayalath	√		
Signal Pro & Comms Chapter (VC)	Vaughan Clarkson		√	
Signal Pro & Comms Chapter (Sec)	Wei Xiang			
GOLD Affinity Group	Roelof Swanepoel	√		
GOLD Affinity Group (VC)	Robert Ellen		√	
GOLD Affinity Group (Sec)	Lasantha Perera			
Student Counsellor QUT	Jacob Coetzee			
Student Counsellor UQ	Vaughan Clarkson		√	
Student Counsellor GU-GC	<i>Vacant</i>			
Student Counsellor GU-Nathan	<i>Vacant</i>			
Student Counsellor USQ	Tony Ahfock			
Student Counsellor CQU	Amanullah Than Oo			



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Number	Item	Action	Actionee
1.0	Attendance and apologies.	Noted	
2.0	Confirmation of agenda.	Confirmed	
3.0	Acceptance of minutes of the last meeting.	Minutes accepted	
4.0	Business arising from the last meeting.		
5.0	Committee Coordination – Section Chair.	Newsletter (Rob Ellen) to incorporate Call for Nominations for 2012 elections (Roelof to draft) and Awards Nominations (Abbas to draft) and AGM dates (Sandra to confirm); Sections Congress – Committee members to send feedback on tracks for delegates to attend; Sections Congress – Committee approves Roelof travel funds of \$2,400 and approval in principle up to \$1,500 for Sandra’s travel (Tapan move, Abbas second)	RE, RS, SM
6.0	Reports from the Section Committee		
6.1	Vice Chair	AGM date tentatively set for Thurs, 1 Dec; Sandra to try to book this date then email committee to confirm; Roelof to send Sandra AGM invite from last year; Sandra to try to coordinate a speaker	SM
6.2	Secretary	--	
6.3	Treasurer	Report accepted; Expense reimbursement approved and to be provided for WIE/GOLD/Student congress attendees (Mai, Nicola, Alexandra) – awaiting their claims; Need to change of signatures from Jasmine to Sandra (Vice Chair) – paperwork commencement by Mike	
6.4	Awards & Recognition	Abbas to send call for nomination of Awards (to newsletter)	AB
6.5	Professional Activities	Farhad to contact Vaughan to coordinate student talk idea	
6.6	Student Activities	Thesis prize advertisements (submissions due Oct); Steven to contact schools	SL
6.7	Membership Development	Sam waiting for membership development kits from IEEE	
6.8	Educational Activities	Mark Griffin to join Jan; Jan remains Chair and Mark will	



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		become Vice Chair (Abbas moves, Roelof seconds)	
6.9	Newsletter Editor		
6.10	Webmaster	Roelof to get in touch with webmaster for secondary access and updates	
7.0	Student Chapter Activities	--	
7.1	QUT Student Chapter	QUT- Event in 2 weeks time; Jacob working on getting organisers for next year's committee	
7.2	UQ Student Chapter	--	
7.3	GU Student Chapter	--	
7.4	CQU Student Chapter	--	
7.5	USQ Student Chapter	--	
8.0	Chapter and Affinity Groups	--	
8.1	Aerospace & Electronic Systems	Peter will try to organise talk on navigational warefare from John Davies (MTT/AP to co-sponsor event) – date TBD	
8.2	Computational Intelligence	Roelof to ping Michael	
8.3	Computer Society	Jianming looking into details for IEEE to co-sponsor conference; Potential Toowoomba/USQ joint event; Action on Mandar for officer reporting: (Jianming Chair, Mike Secretary, Mehrtash Harandi Vice Chair)	JY MG
8.4	Control Systems/Robotics & Automation	Abbas conveyed that they have 1 event to report	
8.5	Engineering in Medicine & Biology	3 <sup>rd</sup> annual career event happening this week and being advertised with career centers; Planning next event; Potential visiting US professor (going to NZ) to stop by OZ; Will forward some information	
8.6	Microwave Theory & Techniques/Antennas & Propagation	--	
8.7	Power & Energy	Events scheduled for: Tomorrow – Workshop with Distinguished Lecturer (paying for flight from SYD) 25 September 14 September	



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		End of September IEEE PES Board may visit Brisbane later this year (no cost to section)	
8.8	Signal Processing/Communications	Talks scheduled for: 22 August and 22 November; Potential international visitor – a famous DSP Prof – End of Sept (accommodation and organisation)	
8.9	Graduates of Last Decade	Events: Young ICT Explorers judging (13 Aug) Potential talk/tour of bio-fuels plan	
8.10	Women In Engineering	Events in planning: CV skills, interview skills, negotiation skills	
9.0	Other business.	Mark Griffin to join Educational activities (as noted in section 6.8)	
10.0	Next meeting.	<b>13<sup>th</sup> Sept 2011</b>	