



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 8th February 2011
Venue: UQ General Purpose (South) Building, Room 78-421

Attendance:

Office	Attendance	Present	Apology	Absent
Chair	Roelof Swanepoel	√		
Vice Chair	Jasmine Banks	√		
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	√		
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	Philip Machanick	√		
Computer Chapter (VC)	Jianming Yong			×
Computer Chapter (Sec)	Mike Robinson	√		
Control Sys/Robo & Auto Chapter	Gordon Wyeth	√		
Control Sys/Robo & Auto Chapter (VC)	Robert Zolt	√		
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	√		
Signal Pro & Comms Chapter	Dharmika Jayalath	√		



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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.	As noted	
2.0	Confirmation of agenda.	Noted	
3.0	Confirmation of minutes of the last meeting.	To be circulated at a later date	RS
4.0	Business arising from the last meeting.	Webpage to be updated	AB (W)
5.0	Committee Coordination – Section Chair.	<p>RS welcomes new members</p> <p>Name badges for events: email preferred name with title to RS</p> <p>L31/funding requests: Lodge L31 forms for events timely via IEEE website (vtools) http://meetings.vtools.ieee.org</p> <p>Committee approval necessary for event costs above \$300.</p> <p>R10 meeting to be held on 5-6 March: call for volunteers. RS/AB to decide on the visit.</p>	RS/AB
6.0	Reports from the Section Committee		
6.1	Vice Chair	JB confirms Electronic banking not possible	
6.2	Secretary	Calls on for Chapter officers to timely summarise the events (with photos if possible) for the newsletters/AGM reports.	
6.3	Treasurer	<p>MR expresses concern over spending.</p> <p>AGM costs: need to find better alternatives if possible.</p> <p>AB/RS clarify spending within limits.</p> <p>L50 forms due by 18 Feb.</p>	



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6.4	Awards & Recognition		
6.5	Professional Activities	RS/AB to negotiate with FD on any developments	
6.6	Student Activities	AB to hand over prize cheque (thesis) to JB/MR. Nominations open for Aus council best paper award.	AB
6.7	Membership Development	WiE + student branches can launch a joint membership drive RS clarifies that student branch committee cannot lodge L31. Forward L31 requests to student branch counsellor.	
6.8	Educational Activities	Jan seeks volunteers for Teacher in Service program. Contact the chair if interested.	
6.9	Newsletter Editor	RE to email template for newsletters this year.	
6.10	Webmaster		
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	--	
7.5	USQ Student Chapter	--	
8.0	Chapter and Affinity Groups		
8.1	Aerospace & Electronic Systems	Tentative event scheduled (to be confirmed)	
8.2	Computational Intelligence	--	
8.3	Computer Society	PM to sort options for chapter chair.	PM
8.4	Control Systems/Robotics & Automation	To negotiate with EMBS to host the event jointly.	



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8.5	Engineering in Medicine & Biology	Event scheduled for Peter Brett. Career event to be planned.	
8.6	Microwave Theory & Techniques/Antennas & Propagation	RS moves to appoint Jacob Coetzee for chair, AB seconds. RS moves to appoint DE for vice chair, MG seconds. MTT/AP Dec event lodge forms by 18 Feb	JC/Karla
8.7	Power & Energy	Outcomes of outstanding engineer awards to be announced mid 2011	TS/ME
8.8	Signal Processing/Communications	Liaising with Comms society to schedule an event and further events to be planned.	
8.9	Graduates of Last Decade	RS/RE/LP to update on talk, field trip	
8.10	Women In Engineering	SM reports Mai Nguyen appointed as vice chair Event planning in progress.	
9.0	Other business.		
10.0	Next meeting.	8th March 2011	