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Minutes of Meeting 15th November 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 Chair	Jan McSweeney			
Educational Activities VC	Mark Griffin	√		
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	Jianming Yong			
Computer Chapter (VC)	Mehrtash Harandi			
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			



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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	√		
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.	Confirmed	
3.0	Acceptance of minutes of the last meeting.	Accepted	
4.0	Business arising from the last meeting.		
5.0	Committee Coordination – Section Chair.	Chapter nominations to be sorted, MR → RS on chapter nominations update, e-notice, elections timeline RS: MTT/AP and PES to be finalised. E-notices to be sent by Wednesday. RS to act/email nomination calls.	RS
6.0	Reports from the Section Committee		
6.1	Vice Chair	10 RSVP for AGM RS to forward budget Data projector for the AGM to be sorted, SM to check	SM
6.2	Secretary	AGM report under preparation, MG to email reminders. RE suggests report (and other dox) to be made available on section website.	MG
6.3	Treasurer	Treasurer report accepted.	
6.4	Awards & Recognition	RS to follow up with AB for awards and recognitions. AB awards and recognition report was accepted. Members agree to have a vote for volunteer of the year award. MG to email AB	MG
6.5	Professional Activities	--	
6.6	Student Activities	3 entries for the thesis prize	
6.7	Membership Development	Summary forwarded to include in the AGM report	
6.8	Educational Activities	--	
6.9	Newsletter Editor	RE calls for articles for December newsletter.	
6.10	Webmaster	RS to contact Ashkan to update the webpage	RS
7.0	Student Chapter Activities		
7.1	QUT Student Chapter	--	



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7.2	UQ Student Chapter	Final event: Pizza lunch 75 attendees.	
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	--	
8.2	Computational Intelligence	Event tomorrow. MB proposes the idea on IEEE-CIS summer school and section funding possibilities. RS to circulate the proposal to the committee and make a decision 2 events run for 2011. MB to report L31	RS MB
8.3	Computer Society	RS to discuss with MR on the CS committee plans for 2012	RS
8.4	Control Systems/Robotics & Automation	--	
8.5	Engineering in Medicine & Biology	2 events held AW to attend R10 EMBS section chair meeting in China. AW to email information on the travel and support costs. Confirms AGM attendance.	
8.6	Microwave Theory & Techniques/Antennas & Propagation	2 DLT held	
8.7	Power & Energy	Energex membership drive organised on 4 th November Technical seminar to be held on 21/11/2011	
8.8	Signal Processing/Communications	DL tour in December.	
8.9	Graduates of Last Decade	--	
8.10	Women In Engineering	Event on Friday. 21 registrations for negotiation skills workshop	
9.0	Other business.	MR → RS visitor expense claims. RS: 2 nights to be paid. Planning meetings to be organised for 2012	
10.0	Next meeting.	1st December 2011 (AGM)	