

## QUEENSLAND SECTION



THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS INC.

ARBN 078 576 495

Dr. Chandima Ekanayake — Section Chair IEEE Queensland.	Dr. Hugo Espinosa — Secretary IEEE Queensland
Phone:	Phone:
Email: chandima@ieee.org	Email: h.espinosa@griffith.edu.au

### Minutes of Meeting June 2024

Date:11/06/2024

#### Attendance:

Office	Officer name	Present	Apology	Absent
Chair	Chandima Ekanayake	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice Chair	Rahul Sharma	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary	Hugo Espinosa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer	Ruifeng (Richard) Yan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Immediate Past Chair	Om Perakash	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Newsletter Editor	Mike Robinson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Webmaster	Sameera Samarasingha	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Professional Activities	Moid Sandhu	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Membership Development Chair	Jakob Pallot	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Awards & Recognition Chair	Mike Robinson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student Activities Chair		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Educational Activities Chair	Rajesh Nighot	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engineers Australia Liaison	Ruifeng (Richard) Yan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community Manager	Jakob Pallot	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Women in Engineering Chair</b>	Punam Pawar	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Women in Engineering (VC)	Christina Kazantzidou	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Women in Engineering (Secretary)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Aerospace and Electronic Systems Chapter Chair</b>	Robert Kennedy	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Aerospace and Electronic Systems Chapter (VC)	Jason Williams	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Aerospace and Electronic Systems Chapter (Sec)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Computational Intelligence Chapter Chair</b>	Marcus Gallagher	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Computational Intelligence Chapter (VC)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Computational Intelligence Chapter (Sec)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Computer Society Chapter Chair</b>	Brian Lovell	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Computer Society Chapter (VC)	Mike Robinson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Computer Society Chapter (Sec)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Computer Society Chapter (Industry Engagement)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Control Sys/Robo &amp; Auto Chapter Chair</b>	Benjamin Tam	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Control Sys/Robo & Auto Chapter (VC)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Control Sys/Robo & Auto Chapter (Sec)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Engineering in Medicine &amp; Biology Chapter Chair</b>	Alejandro Melendez-Calderon	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Engineering in Med & Biology Chapter (VC)	Camila Shirota	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Engineering in Med. & Biology Chapter (Sec)	MirHojjat Seyedi	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>MTT/AP Chapter Chair</b>	Hugo Espinosa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MTT/AP Chapter (VC)	Syed Akbar Raza Naqvi	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
MTT/AP Chapter (Secretary)	Lu Zhang	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
MTT/AP Chapter (Treasurer)	Kamel Sultan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Power &amp; Energy Chapter Chair</b>	Feifei Bai	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Power & Energy Chapter (VC)	Nadali Mahmoudi	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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Power & Energy Chapter (Treasurer)	David Batterham	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Power & Energy Chapter ( Women in Power rep )	Indira Alcaide-Godinez	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Power and Energy Chapter (Industry Liaison)	Nilesh Modi	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Power and Energy Chapter (Professional Bodies)	Tapan Saha	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Power and Energy Chapter (Webmaster)	Bonu Ramesh Naidu	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Signal Proc &amp; Comms Chapter Chair</b>	Manuel Schmidt	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Signal Pro & Comms Chapter (VC)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Signal Pro & Comms Chapter (Sec)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>IA/IE/PEL Chair</b>	Dezso Sera	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
IA/IE/PEL (VC)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IA/IE/PEL (Treasurer)	Junwei Lu	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
IA/IE/PEL (Secretary)	Mahinda Vilathgamuwa	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>SSIT Chair</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SSIT Vice Chair		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SSIT QLD Coordinator		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Young Professionals Chair</b>	Sameera Samarasingha	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Young Professionals (VC)	Moid Sandhu	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Young Professionals (Sec)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>UQ Student Branch Chair</b>	Ge Zhang	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
UQ Student Branch (VC)	Ning Ma	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
UQ Student Branch (Secretary)	Jiajie Feng	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
UQ Student Branch (Treasurer)	Shijie Yao	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
UQ Student Branch (Counsellor)	Ruifeng (Richard) Yan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>UQ IEEE PES Student Branch Chair</b>	Taolue Shen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
UQ IEEE PES Student Branch (VC)	Anuradha Abeysekara	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
UQ IEEE PES Student Branch (Secretary)	Ge Zhang	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
UQ IEEE PES Student Branch (Treasurer)	Ashan Imantha M.H. Bandara	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
UQ IEEE PES Student Branch (Counsellor)	Tapan Saha	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>QUT Student Branch Chair</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
QUT Student Branch (VC)	Amin Mokari	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
QUT Student Branch (Secretary)	Shaetrun Pathmanathan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
QUT Student Branch (Treasurer)	Amin Mokari	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
QUT Student Branch (Counsellor)	Yuchen Zhang	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Griffith Student Branch Chair – GC</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Griffith Student Branch (VC) – GC		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Griffith Student Branch (Secretary) – GC	Angus Brawley	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Griffith Student Branch (Treasurer) – GC		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Griffith Member Engagement Coordinator – GC		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Griffith Events Coordinator – GC		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Griffith Administrator – GC		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Griffith Student Branch (Counsellor) – GC	Stephen So	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Griffith Student Branch Chair – Nathan</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Griffith Student Branch (VC) – Nathan		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Griffith Student Branch (Secretary) – Nathan		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Griffith Student Branch (Counsellor) – Nathan	Sascha Stegen	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Griffith IEEE PES Student Branch Chair</b>	Hamza Mubarak	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Griffith IEEE PES Student Branch (VC)	Nafis Ahmed Chowdhury	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Griffith IEEE PES Student Branch (Secretary)	Muhammad Ajmal khan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Griffith IEEE PES Student Branch (Treasurer)		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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Griffith IEEE PES Student Branch (Webmaster)	Adam Barbosa	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Griffith IEEE PES Student Branch (Advisor)	Feifei Bai	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Griffith IEEE PES Student Branch (Counsellor)	Hugo Espinosa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
USQ Student Branch Chair		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
USQ Student Branch (VC)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
USQ Student Branch (Secretary)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
USQ Student Branch (Counsellor)	Yi Cui	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>IEEE HKN Mu Kappa Chapter Chair</b>	Yunda Xu	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
IEEE HKN Mu Kappa Chapter (VC)	Grace Margaretha	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
IEEE HKN Mu Kappa Chapter (Secretary)	Zachary Grice	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
IEEE HKN Mu Kappa Chapter (Treasurer)	Linfeng Liu	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
IEEE HKN Mu Kappa Chapter (Faculty Advisor)	Tapan Saha	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Life Members Chair</b>	John Gough	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Section Historian</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**1. Welcome from Chandima.****▪ Attendance and apologies.**

As noted. Apologies sent by Robert, Sameera, Jake, Jason, Punam, Marcus, Manuel, John, and Christina.

**2. Confirmation of agenda.**

The agenda was circulated and approved.

**Confirmed:** Chandima **Seconded:** Rajesh

**3. Acceptance of minutes of the last meeting.**

Minutes of last meeting were circulated and approved.

**Proposer:** Mike **Seconded:** Rahul

**4. Business arising from the last meeting.**

No carry on items.

**5. Reports from the Section committee:****▪ Chair:**

- Hugo announced the recipients of the two scholarships (\$1,000 each) to attend ANZSCON 2024 in New Zealand (6-7 July). The recipients were Jiajie Feng and Taolue Shen. These scholarships were supported by the IEEE QLD Committee. Six applications were received and assessed by a panel composed of executive members of the Section's committee.
- Chandima will seek information on hosting ANZSCON 2026 in Brisbane and circulate the details.
- The eDinner, supported by Tapan and seconded by Hugo, is being organised. Richard will send details to Hugo, and one table will be booked. Hugo will advertise this to the committee, and eight people will be selected on a first-come basis. A \$50 per person charge will apply.
- Chandima discussed the rebate, congratulating the committee for securing it but also highlighting that some chapters have not been organising activities. Chandima will address this with the chapters, ensuring that each chapter organises at least two activities per year. If no activities are organised within two years, the chapter will be cancelled. While student chapters have organised many events, they did not submit a plan, and therefore no rebate was received. Counsellors must work with students to develop a plan for 2024, which will ensure the chapter's success. Tapan shared the following links:  
<https://students.ieee.org/student-branches/student-branch-program/>

- 
- <https://students.ieee.org/student-branches/officer-responsibilities-reporting/>
  - Chandima reminded the committee to complete the Ethics assessment (email sent to the committee on 30/05/2024). Link to assessment: <https://bit.ly/IEEE-Ethics-Super-Power-Challenge>.
  - **Vice Chair:**  
Rahul provided an update regarding the AGM, scheduled for the second half of November, and will share more details in the next meeting. He will also request suggestions from members for potential keynote speakers.  
Chandima asked Rahul to follow up on preparing the nomination chairs.
  - **Secretary:**
  - **Treasurer:**  
Richard discussed the Treasurer's report, noting that rebates of approximately AUD \$10,000 will be received in July. He also provided an overview of the profits generated from the Radar Conference.
  - **Newsletter Editor:**  
Mike sent out the June newsletter and is preparing the next edition for release at the end of September. He will send an email to the committee by the end of the week (14/06/2024) to request reports.
  - **Webmaster:**
  - **Awards and Recognitions:**  
Mike is awaiting the arrival of plaques and certificates in preparation for the end-of-year dinner.
  - **Professional Activities:**  
Moid is actively organising a series of online activities aimed at engaging members and enhancing participation across different chapters.
  - **Student Activities**
  - **Membership Development**

- **Educational Activities:**

Rajesh submitted a report on the Noja site visit to the R10 Newsletter. They are currently organising a session for the upcoming industry forum. Sameera will be responsible for submitting the report on the site visit.

- **Engineers Australia liaison**

- **Community manager**

#### 6. Student Chapter Activities:

- **UQ:**

- **UQ PES:**

They reported on the recently organised event, which attracted 25 attendees.

- **QUT:**

Yuchen provided an update on the committee that has been formed. They have started planning activities and will provide more details at the next meeting. Additionally, Yuchen requested an IEEE banner for events and activities held at QUT.

- **GU (GC):**

- **GU (Nathan):**

- **GU PES:**

Hamza reported on the new committee that is working on a new plan. Hugo will update vTools and the IEEE listserv mailing list with the new committee membership.

- **CQU:**

- **USQ:**

## 7. Chapter and Affinity Group reports

- **Aerospace and Electronic Systems:**  
Robert and Jason have received a response from Francesca Scire-Scappuzzo, who is now considering delivering an online lecture QLD members.  
Jason is also in the process of contacting Professor Elias Aboutanios from UNSW for a joint AESS DL lecture.
- **Computational Intelligence:**
- **Computer Society:**
- **Control Systems/Robotics & Automation:**
- **Engineering in Medicine & Biology:**
- **Microwave Theory & Techniques/Antennas & Propagation:**  
Hugo updated on two DL's: August and October.
- **Power and energy and DEIS joint chapter:**  
Feifei provided an update on the two awards they received and mentioned the funds they received. She also updated on the upcoming presentations. Additionally, Feifei informed the committee about the new member, whose details have been added to Listserv and vTools following approval.
- **Power Electronic/Industrial Electronics/ Industry Applications:**
- **Signal Processing/Communications:**
- **Young Professionals:**
- **Women In Engineering:**



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- **IEEE HKN Mu Kappa Chapter:**
- **Life Members:**

### 8. Any other business

9. **Next meeting:** The next meeting will be rescheduled to Tuesday, **July 16<sup>th</sup>, 2024**. Hugo will update the calendar accordingly.

### ACTION LIST

(Numbering Scheme: Year\_Month\_action number)

Action No	Description	Expected Completion Date	Status
ACTION ITEM 2024_05_01	Update bank account signatories		On going
ACTION ITEM 2024_05_02	Eventbrite		Robert will look for website details and login account.
ACTION ITEM 2024_05_03	Reimbursement of expenses or request of approved funds allocated to awards, using MS Forms		Forms available for test and feedback. For Awards: <a href="https://forms.gle/fvXBjWq2t4Re8ovy5">https://forms.gle/fvXBjWq2t4Re8ovy5</a> For Events: <a href="https://forms.gle/THMF8eLyb5k3mQBTA">https://forms.gle/THMF8eLyb5k3mQBTA</a>
ACTION ITEM 2024_05_04	IEEE 140-year anniversary celebration together with QLD Section 40-year anniversary		Draft proposal created by Tapan Saha was approved in April's meeting. Mike requested to be included as member of the organising committee. Tapan will try to bring people from headquarters as guests.





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ACTION ITEM 2024_05_05	Purchase of plaques for year-end celebration		On going
ACTION ITEM 2024_05_06	Improvements and updates on section's website		On going
ACTION ITEM 2024_05_07	Department of Industry, Science and Resources		Liaison with Philip Crothers regarding the committee's interest and engagement in Critical Technology Standards has been established. Chandima is waiting for their response and a further meeting will be organised with them.

### BUDGET REQUESTS

Item No.	Date	Request	Requested amount	Approved