

**IEEE Engineering in Medicine and Biology Society (EMBS)
Hong Kong Chapter
7th Executive Committee Meeting
19 Dec 2009, 2:30 PM – 5:00 PM
University of Macau, Macau**

MEETING MINUTES

1. Welcome Address by Heather & Dr VAI and Roll Call

Heather called the meeting to order at 2:50pm.

ExCom Attendees: William HAU, Xiaoling HU, Kevin HUNG, Edmund LAM, Heather MA, Bryan SO, Alfred YU

Apologies: Nil

Heather MA thanks IEEE Macau Section for their hospitality on receiving the Chapter for the visit, as well as their courtesy luncheon. All ExCom of the Chapter and the Macau Section introduced themselves. Dr VAI of Macau Section again expressed their welcome to our visit.

2. Introduction of IEEE EMBS HK Chapter (Heather)

Heather introduced the history, office bearers, recent activities and website of the Chapter.

3. Introduction of IEEE Macau Section (Dr VAI)

Dr VAI introduced the history of Macau Section, as well as their organization structure, office bearers and their website (www.ieeemacau.org).

4. Discussion on Setting up of the Joint Chapter (Heather & Dr VAI)

Dr VAI expressed their support to set up the Joint Chapter. Macau did not have the intention to set up a Chapter under EMBS in the near future, due to the challenge on recruiting and maintaining enough members under EMBS in Macau alone.

Heather proposed the IEEE EMBS Hong Kong & Macau Joint Chapter to be set up and to be hosted under the IEEE HK Section, as according to the rules of IEEE. It was supported and confirmed by all ExCom of both IEEE EMBS HK Chapter and IEEE Macau Section.

Special funding support from IEEE for setting up the Joint Chapter would be explored. Application procedures and requirement on setting up the Joint Chapter would also be further checked and proceed.

5. Discussion on Joint Activities (Heather & Dr VAI)

Heather reported that HK Chapter used to hold the ExCom meeting every two months, with six ExCom meetings per session. It was agreed that 1 or 2 ExCom meetings could be held in Macau in the future after the setting up of Joint Chapter. Dr VAI suggested their ExCom would also come to HK for joining 1 or 2 ExCom meetings in Hong Kong each year.

Dr VAI suggested that their team on Chinese Medicine Research could contribute some topics for joint activities in the future. Heather suggested the next Student Paper Competition 2010 would also be a joint activity with judges from Macau to be invited and the submission of papers/abstracts also from the University of Macau and the Macau Section.

Other joint activities might also include the Visit to the BME of the University of Macau after the setting up of the Joint Chapter.

6. AOB

Guided tour to the BME facilities in the University of Macau was carried out before the ExCom meeting.

A souvenir was presented by Heather on behalf of the Chapter to Dr VAI, as an appreciation to their hosting of the Visit.

The meeting was adjourned at 4:05pm.