

IEEE New Zealand Central Section Committee Meeting

8 September 2022 - 04:10pm – 5:07pm

The meeting was held via Zoom.

- ATTENDEES** Mei, Yi
Milner, Murray
Bailey, Donald
Chen, Qi
Zhang, Fangfang
Zhang Fang-Lue
Gui, Xiang
Nguyen Hoai, Bach (Depart 4:30pm)
MacLachlan, Jordan
Huang, Kun
Doronin, Alex
Costa, Joao
Zhang, Mengjie
Zaida, Kanwal
- APOLOGIES** Lensen, Andrew
Zhang, Mengjie
Zaida, Kanwal
Sakar, Nurul
- AGENDA** 1. Welcome / Apologies
2. Minutes of the last meeting
3. Matters arising
4. Chairs report
5. Finance report
6. Industry Coordination report
7. Membership report
8. Webmaster report
9. Affiliate group reports (YP, WIE, LM)
10. Student Branch reports
11. Chapter reports
12. Other business
13. Next meeting

Next meeting: Thursday 13 October 2022 commencing at 4:10pm, via Zoom at
<https://vuw.zoom.us/j/95114487623>

	DISCUSSION	ACTION
1	<p>Welcome/Apologies</p> <p>The Chair welcomed members to the September committee meeting for 2022.</p> <p>Apologies were accepted as listed.</p>	
2	<p>Minutes of the last committee meeting</p> <ul style="list-style-type: none"> • Taken as read. 	<i>Moved as accepted (Yi, seconder Donald)</i>
3	<p>Matters arising</p> <ul style="list-style-type: none"> • The action items were reviewed. Changes are as recorded against the items in blue. 	
4	<p>Chair's Report</p> <ul style="list-style-type: none"> • The ANZSCON 2022 conference is coming. Its website is https://attend.ieee.org/anzscon-2022/. As we discussed before, all our young leaders, e.g., YP coordinators, WIE coordinators, student branch coordinators, and YP committee members, are encouraged to register for this virtual conference. The virtual registration is \$35, and will be sponsored by our Section. • It's good to see our Section flag used in the PG Symposium! I was also thinking of if we can get a banner as well. It will be more convenient for us to promote ourselves, e.g., in the future we could place our banner outside the venue of our PG symposium to increase our visibility. 	<p><i>Yi to discuss the timing of the PG Symposium with Donald to determine whether it should be held on 31 August or 1 September 2022 - complete</i></p> <p><i>YP, Student and WIE members to register for virtual participation at ANZSCON and request re-imburement of AUD35.</i></p> <p><i>Yi to investigate purchase of a Section banner at a cost of up to NZD500.</i></p>
5	<p>Finance Report</p> <p>The finance report for this month:</p> <p>Expenses:</p> <ul style="list-style-type: none"> • There were two payments processed during the month: <ul style="list-style-type: none"> ○ Student networking event \$839.98 ○ Postgraduate Writing workshop \$398.97 • There are several payments to be made this month, including: <ul style="list-style-type: none"> ○ Postgraduate Symposium grants ○ Postgraduate Symposium expenses ○ Joint Breakfast Seminar expenses <p>Income:</p> <ul style="list-style-type: none"> • No new income for the month. <p>Current balances:</p> <ul style="list-style-type: none"> • Westpac: NZ\$14,147.50 • NextGen: US\$12,205.96 	

6	<p>Industry Coordination Report</p> <ul style="list-style-type: none"> • The Section will need to find another Industry Coordination Person. • The Joint Breakfast Seminar was successfully held on the morning of Thursday 1 September. <ul style="list-style-type: none"> ○ A vote of thanks was made by Donald with Yi as seconder ○ Passed with acclamation. 	
7	<p>Membership Report</p> <p>Current membership numbers are as follows:</p> <ul style="list-style-type: none"> • Active members in 2019: 264 • Active members in 2020: 266 • Active members in 2021: 271 • Active members as at January 2022: 277 • Active members as at February 2022: 227 • Active members as at March 2022: 230 • Active members as at April 2022: 235 • Active members as at May 2022: 241 • Active members as at June 2022: 246 • Active members as at July 2022: 250 <ul style="list-style-type: none"> • Have an increase of 4 members • 1 in Associate member, 2 in Member, 1 in Graduate student member. 	
8	<p>Webmaster Report</p> <ul style="list-style-type: none"> • The newly revamped website continues to improve. • The website has been submitted for the IEEE website competition. • Jordan noted that some committee members have not responded to his request for member directory information. • Reports required for recent events required in vTools. • Joao proposed the preparation of a Section resources section on the website. 	<p><i>ALL to provide material on awards and achievements by members for the website.</i></p> <p><i>All committee members to respond to the member directory request.</i></p> <p><i>Yi to contact Andrew Tabernar to resolve I&M Chapter issues - complete</i></p>
9	<p>Affinity Group Reports</p> <p>YP</p> <ul style="list-style-type: none"> • Bach as the YP chair has two events planned <ul style="list-style-type: none"> ○ A talk by Shima on Data planned for mid-October ○ A final event for the year possibly as a writing workshop with practical examples reviewed by Peter. <p>WIE</p> <ul style="list-style-type: none"> • Kanwal provided an apology for this meeting. 	

	<p>LM</p> <ul style="list-style-type: none"> Murray is now progressing a petition to form a Joint Life Member Affinity Group for New Zealand. 	<p><i>Murray to organise a petition for a Joint Life Member Affinity Group for New Zealand – under action</i></p>
<p>10</p>	<p>Student Branch Reports</p> <ul style="list-style-type: none"> Kun and Yuan with support from Fangfang and Bach completed an excellent Postgraduate Symposium on 31 August 2022 	<p><i>Yi to provide Donald with an email re the cash prizes.</i></p>
<p>11</p>	<p>Chapter Reports</p> <p>The following Chapter Chairs have been identified (repeated for convenience):</p> <ul style="list-style-type: none"> Computational Intelligence Chapter: Mengjie Zhang Power and Energy Chapter: Ramesh Rayudu Joint Signal Processing/Information Theory Chapter: Yusuke Hioka Joint Instrumentation and Measurement Chapter: Andrew Taberner Joint Communications Chapter: Andrew Austin (new Chair) Joint Robotics and Automation: Ho Seok Ahn (new Chair). <p>Comsoc Chair report:</p> <ul style="list-style-type: none"> There was no Comsoc report. <p>CIS Chapter report:</p> <ul style="list-style-type: none"> More than 20 members of the Chapter attended the IEEE NZCS Postgraduate Symposium last week. From 6 to 8 September, Prof Jinyan Li from UTS visited us, and made a talk on "Some optimization and machine learning problems in bioinformatics" on 07 September. Over 30 people attended the seminar in person and online. We will report this via vTools. From 19 Sep to 26 Sep, Prof Carlos Coello Coello from Mexico will visit our Chapter. Carlos is an IEEE Fellow and IEEE Distinguished Lecturer, and we have scheduled an IEEE Distinguished Lecture talk on Friday 23 September in CO350 at 4:00-5:30pm. It was moved by Yi and seconded by Murray that the Section provide NZD500 funding to CIS for Carlos visit. The rest of the cost will be covered by our research grants. We will ask Jordan to advertise this to our Section Website/section email. <p>Nurul provided a brief report on his Educational activities via email:</p>	<p><i>Yi to follow up with Ramesh again to determine who is the new Chair of the PES Chapter – under action</i></p>

	<ul style="list-style-type: none"> • STEM Champion Programme: There are 83 STEM Champions (in total) representing all 10 Regions, 45 Sections, 4 Subsections, and 27 countries. Nurul Sarkar has been reappointed as IEEE STEM Champion for his outstanding contribution to community engagement especially educational activities including IEEE STEM outreach. • St Cuthberts/Auckland Grammar Careers Evening: Nurul Sarkar was invited to St Cuthberts and Auckland Grammar to give a speech for a joint career event attended by 50+ Y-13 students accompanied by their parents in recent months. The lecture began with a short video presentation on AUT Live followed by Computer Science and Engineering study opportunity and external engagements, including Women in Technology and the Institute of Electrical and Electronics Engineers (IEEE) Women in Engineering. The positive feedback from the audience indicated that the pre-Uni outreach event was successful. • AUT Live: One of the largest and most significant pre-Uni outreach programmes was held on the 21st of August 2022 at Auckland University of Technology where we volunteered for the day. We met and greeted about 2000+ Y13 high school students and their parents on-campus. We had demonstrations and showcases on emerging network technologies (Wi-Fi, Bluetooth), practical live projects on wireless sensor networks, robotics, machine learning, and image processing. In addition to the greater Auckland region, students also came from Hamilton and Wellington. Being a programme director (BCIS), I had the opportunity to talk with students and their parents regarding study plans and career opportunities. • Nurul has been re-appointed to the role given his excellent work over the last 12 months. <p>No other Chapter reports were available.</p>	
12	<p>Other Business</p> <ul style="list-style-type: none"> • The arrangements for the 2022 AGM were discussed <ul style="list-style-type: none"> ○ We need nominations for committee positions ○ Nominations to be closed on 16 October with election to lead up to AGM ○ Proposed date for AGM is 16 November 2022 ○ Proposed BBQ at Murray’s residence ○ Details to be confirmed at the next committee meeting. 	<p><i>Joao to advertise nominations via vTools for the positions of Chair, Vice-Chair, Secretary, Treasurer.</i></p>
13	<p>Next Meeting</p> <p>Committee meetings will be held regularly on the first Thursday of each calendar month commencing at 4:10pm (to</p>	

accommodate some lecturing commitments) and held using Zoom unless otherwise communicated.

Hence the next committee meeting will be held on Thursday 13 October 2022 commencing at 4:10pm. Zoom details as per this meeting.