

IEEE New Zealand Central Section Committee Meeting

2 December 2021 - 04:10pm – 4:48pm

The meeting was held via Zoom.

ATTENDEES Mei, Yi
Bailey, Donald
Milner, Murray
Zhang, Fangfang
Huang, Kun
Zhang, Mengjie
Xue, Bing
Gui, Xiang
Harris, Richard
Zaida, Kanwal
Zhang, Fanglue
Chang, Yuan
Costa, Joao
MacLachlan, Jordan
Mishra, Sanjib

APOLOGIES Sarkar, Nurul
Nguyen Hoai, Bach
Chen, Qi
Lensen, Andrew

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 3 February 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 last committee meeting for 2021. Welcome to three new committee members: Sanjib, Joao and Jorden. The apologies as recorded above were accepted.</p>									
2	<p>Minutes of the last committee meeting</p>	<p><i>Moved as accepted (Yi, seconder Murray)</i></p>								
3	<p>Matters arising</p> <ul style="list-style-type: none"> • A vote of thanks was noted from Donald for the Postgraduate Symposium organisation by Fangfang, Kun and Yuan – received with acclamation. • Donald also noted a vote of thanks for the AGM organisation by Yi – again received with acclamation. 									
4	<p>Chair's Report</p> <p>My chair report is short:</p> <ul style="list-style-type: none"> • We successfully had the PG Symposium in 26 Nov. Thank you very much for your great support, everyone! • We successfully had the AGM on 26 Nov. All the roles will continue in the next year. <ul style="list-style-type: none"> ○ We welcome our two new nominated Webmasters: Joao Costa and Jordan MacLachlan! ○ We welcome our new industrial coordinator: Sanjib Mishra! 									
5	<p>Finance Report</p> <p>Here is the finance report for this month:</p> <p>Expenses:</p> <table style="margin-left: 20px;"> <tr> <td>WIE support</td> <td style="text-align: right;">\$110.00</td> </tr> <tr> <td>Joint Institute Breakfast</td> <td style="text-align: right;">\$255.00</td> </tr> <tr> <td>Postgrad Symposium</td> <td style="text-align: right;">\$409.90</td> </tr> </table> <p>Income:</p> <table style="margin-left: 20px;"> <tr> <td>Interest</td> <td style="text-align: right;">\$ 0.47</td> </tr> </table> <p>Balance NZ\$18882.49</p>	WIE support	\$110.00	Joint Institute Breakfast	\$255.00	Postgrad Symposium	\$409.90	Interest	\$ 0.47	<p><i>Moved as accepted (Yi, seconder Donald)</i></p>
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	<p>Expenses still to come this year: AGM dinner costs Postgraduate membership grants</p> <p>Nextgen banking:</p> <p style="padding-left: 40px;">Interest: US\$1.67</p> <p style="padding-left: 40px;">Balance US\$6675.31</p>	
6	<p>Industry Coordination Report</p> <ul style="list-style-type: none"> • Costs for the Combined Institutions breakfast event have been resolved. • Another successful combined event was held on Wednesday 24 November on the subject of the State Sector Decarbonisation Fund presented by EECA. 	
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 as at February 2021: 221 • Active members as at March 2021: 231 • Active members as at April 2021: 247 • Active members as at May 2021: 250 • Active members as at June 2021: 253 • Active members as at July 2021: 254 • Active members as at August 2021: 255 • Active members as at September 2021: 256 • Active members as at October 2021: 263 • An increase of 7 members – 3 Postgraduates and 4 members. <p>Overall Membership continues to progress well.</p>	
8	<p>Webmaster Report</p> <p>NOVEMBER 2021 WEBMASTER REPORT</p> <ol style="list-style-type: none"> 1. State Sector Decarbonisation Fund - An Enabler for Change - Joint Institution Event web and an eNotice for that event 2. Added the updated Minutes page with the November 4th ZOOM Meeting to the website. 3. Added the announcement of the Women in Engineering new joint virtual event. 4. Updated the webpage moving recent events over to the past events section. 5. Added the AGM details to our site based on the draft provided by Murray, Yi and myself. 6. Updated the Committee page to show the incoming people for 2022. 7. Added a new folder for 2022 documents when they are generated for next year. 	

	8. Prepared CDs for sending to the new Webmasters of the final December website.	
9	<p>Affinity Group Reports</p> <p>YP</p> <ul style="list-style-type: none"> Nothing to report. <p>WIE</p> <ul style="list-style-type: none"> Another successful event was held on 26 November, although the clash with the Postgraduate Symposium meant that some local section members were unable to participate. The presentation was entitled Navigating Competitive Grant Application Processes with presenters Dr. Roba Abbas, School of Business, University of Wollongong, Australia and Prof. Katina Michael, School for the Future of Innovation in Society, Arizona State University, US It was suggested that the event could be repeated early in the new year. <p>LM</p> <ul style="list-style-type: none"> Murray is still to investigate the potential for a NZ LMG. 	<i>Murray to investigate the potential to establish a NZ LM Group.</i>
10	<p>Student Branch Reports</p> <ul style="list-style-type: none"> The Postgraduate Symposium was a most successful event with thanks to Fangfang, Kun and Yuan. 	.
11	<p>Chapter Reports</p> <p>The following Chapter Chairs have been identified (repeated for convenience):</p> <ol style="list-style-type: none"> Computational Intelligence Chapter: Mengji 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: Nurul Sarkar Joint Robotics and Automation: Ho Seok Ahn (new Chair). <p>Comsoc Chair report</p> <ol style="list-style-type: none"> 2021 IEEE NZ Wireless Workshop: held on 19 November 2021 (9:00 am to 5:30 pm) at Maclaurin Lecture Theatre 102, Victoria University of Wellington, Kelburn Campus was a highly successful event. 	

	<p>2. IEEE STEM Ambassador Activities: I am actively participating in the IEEE STEM Ambassador professional Activities, including signing up for TryEngineering Newsletter (https://tryengineering.org/) and contributing to the forum.</p> <p>Computational Intelligence</p> <p>1. Two events are scheduled for the month of December as follows:</p> <p>IVCNZ: https://www.ivvy.com.au/event/C8KG9Q/home.html FPT: https://parallel.auckland.ac.nz/fpt21/</p> <p>No other Chapter reports were available.</p>	
12	<p>Other Business</p> <p>The Region 10 TENCON: https://tencon2021.com conference will be held virtually during December and is hosted by the North Section.</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 accommodate some lecturing commitments) and held using Zoom unless otherwise communicated.</p> <p>Hence the next committee meeting will be held on Thursday 3 February 2022 commencing at 4:10pm. Zoom details as per this meeting.</p>	