

IEEE New Zealand Central Section Committee Meeting

7 July 2022 - 04:10pm – 5:00pm

The meeting was held via Zoom.

ATTENDEES Mei, Yi
Milner, Murray
Bailey, Donald
Zhang, Fangfang
Gui, Xiang
Xue, Bing
Zhang, Mengjie
MacLachlan, Jordan
Huang, Kun
Chang, Yuan
Zaida, Kanwal
Doronin, Alex

APOLOGIES Chen, Qi
Costa, Joao (overseas)
Nguyen Hoai, Bach
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 4 August 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 July 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 (Donald, seconder Yi)</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> <p>The Chairs report:</p> <ul style="list-style-type: none"> • A new joint society chapter in Geoscience and Remote Sensing Society has been supported. • IEEE R10 Website competition – NZCS to enter. • Plan for activities for meeting the activity requirement <ul style="list-style-type: none"> ○ YP Affinity Group ○ WIE Affinity Group ○ Student Branches ○ Society Chapters • Yi has followed up with Ramesh re the PES Chapter and expects an update this week. • The minimum meeting requirements to earn a rebate for each unit each year are:- <ul style="list-style-type: none"> ○ Five (5) for Section / Subsection ○ Two (2) technical meetings for Chapter ○ Two (2) meetings for Affinity Group ○ Student branch: https://students.ieee.org/student-branch-reporting/ 	
5	<p>Finance Report</p> <p>The finance report for this month:</p> <p>Expenses:</p> <ul style="list-style-type: none"> • Very little expenditure during the month of June 2022, but July will have costs for student event. <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\$15,380.75 • NextGen: US\$12,195.75 	

6	<p>Industry Coordination Report</p> <ul style="list-style-type: none"> • Sanjib was not available for the July Meeting but has provided a written plan for Industry Coordination. <ul style="list-style-type: none"> ○ This plan needs to be discussed when Sanjib is present at the committee meeting. • Murray has agreement from Sir Neville Jordan to be the speaker for the Combined Institutions Breakfast event in 2022. <ul style="list-style-type: none"> ○ Murray hopes to finalise the logistics for the breakfast event by 8 July 2022. ○ Alignment with the Postgraduate Symposium was discussed and will be achieved if possible during the week commencing 29 August. 	<p><i>All to provide suggestions for a speaker for the Combined Institutions Breakfast event for 2022 – Murray is pursuing Sir Neville Jordan – other suggestions still welcome – complete.</i></p> <p><i>Yi to contact Sanjib to enquire after his status – complete.</i></p>
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 <ul style="list-style-type: none"> • Increase of 1 in student member, 2 in graduate student member, 3 in member. • The 3 members are understood to be new members as compared to renewals. • Qi will provide a welcome email. 	
8	<p>Webmaster Report</p> <ul style="list-style-type: none"> • The newly revamped website continues to improve. • Access to the IEEE NZCS website was discussed – need to retain access via Google to both the old website as an archive and the new website. • Members need to access the new website via Google to ensure increased promonance. • A suggestion has been made to include a membership directory on the website with members opting in to this resource and private contact details being kept hidden. • Committee members are requested to provide their directory details for inclusion if they so desire. 	<p>ALL to provide material on awards and achievements by members for the website.</p> <p>All committee members to respond to the member directory request.</p>
9	<p>Affinity Group Reports</p> <p>YP</p> <ul style="list-style-type: none"> • Event confirmed for 20 July 2022. • Event will be open to YP, Student and WIE Groups. 	

	<ul style="list-style-type: none"> • Yi is to confirm that a notification has been sent to members. <p>WIE</p> <ul style="list-style-type: none"> • A very successful WIE event was held on 7 July 2022 involving a speaker from Karachi and with some 19 participants. <ul style="list-style-type: none"> ○ This event has been recorded in vTools. • The WIE affinity group has coopted Fangfang, Bing and Qi onto its committee. <ul style="list-style-type: none"> ○ Elections will be held for 2023. • Kanwal is organising two further events in the October timeframe, one being more technical in nature and the other on the topic of mentoring. <p>LM</p> <ul style="list-style-type: none"> • Murray has sent an email to all 69 Life Members in New Zealand. • To date 31 responses have been received of which some 20 are positive, 5 are tentative and 6 have supported the formation but will not be involved. • Murray will now progress a petition to form a Joint Life Member Affinity Group for New Zealand. 	<p><i>Yi to confirm that a notification for the YP event has been sent to members.</i></p> <p><i>Murray to contact R10 re access to all Life member email addresses for New Zealand – complete.</i></p>
10	<p>Student Branch Reports</p> <ul style="list-style-type: none"> • Kun held a postgraduate networking event last week with some 42 registrations and 38 participants. <ul style="list-style-type: none"> ○ The event covered an introduction to IEEE, a review of research directions and an introduction to the Postgraduate symposium. ○ Kun thanked the support from committee members including Fangfang, Mengjie and Bach. • Planning for the Postgraduate Symposium is progressing well with Yuan supporting Kun. <ul style="list-style-type: none"> ○ The Symposium will be held at VUW most likely in the last week of August. ○ If possible the Symposium will be aligned with the Breakfast event in order to optimise travel. 	
11	<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 	<p><i>Yi to follow up with Ramesh to determine who is the new Chair of the PES Chapter</i></p>

	<ul style="list-style-type: none"> • 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>Computational Intelligence</p> <p>CIS Chapter report:</p> <ul style="list-style-type: none"> • IEEE CIS told us that our Chapter will get some small grant of \$275 USD due to our good technical events report in 2021. I have passed our Section bank account to IEEE CIS. • Fangfang Zhang received an Honorable Mention for the 2022 SIGEVO PhD Dissertation Award. She will receive \$1000 USD prize. The award will be given in the GECCO 2022 Closing Ceremony in USA. • Next week many people in our Chapter will be attending GECCO 2022 to be held in Boston on 9-13 July 2022. Shaolin Wang will make his "best paper nomination" presentation. • IEEE WCCI 2022 will be held in Italy on 18-23 July, and Bing Xue has been invited to give a Plenary Talk for this large conference. <p>Robotics and Automation</p> <ul style="list-style-type: none"> • There was no Robotics and Automation report due to a communication breakdown. <p>No other Chapter reports were available.</p>	
12	<p>Other Business</p> <ul style="list-style-type: none"> • There was no other business. 	
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 4 August 2022 commencing at 4:10pm. Zoom details as per this meeting.</p>	

Yi to provide Murray with Ho Seok Ahn's email address.