

IEEE New Zealand Central Section Committee Meeting

5 May 2022 - 04:10pm – 5:02pm

The meeting was held via Zoom.

ATTENDEES Mei, Yi
Milner, Murray
Bailey, Donald
Zhang, Fangfang
Gui, Xiang
Chen, Qi
Xue, Bing
Zhang, Mengjie
MacLachlan, Jordan
Huang, Kun
Chang, Yuan
Zhang, Fanglue
Doronin, Alex
Ahn, Ho Seok (4:30pm)

APOLOGIES Zaida, Kanwal
Sarkar, Nurul
Costa, Joao
Nguyen Hoai, Bach
Lensen, Andrew
Austin, 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 2 June 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 May 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 (Bing, 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> <p>The Chairs report:</p> <ul style="list-style-type: none"> • I will attend the R10 meeting on 5 May evening about the regions realignment (split into two new regions, north Asia and South Asia and pacific). Please let me know if you have any comments about it. • We have successfully added Murray as NZ wide life member coordinator and Nurul as NZ wide education coordinator. • I replied to Andrew from NZ council about the IEEE Conference organisation workshop, but didn't get reply from him. Perhaps it was too late to reply. I will see how it goes and whether we have any more chance in the future. 	<p><i>Yi to send email inviting participation in the R10 Education Seminar on organising IEEE Conferences - complete</i></p> <p><i>All: Can we define a new event to encourage undergraduate membership? Proposal for late June - complete</i></p>
5	<p>Finance Report</p> <p>The finance report for this month:</p> <p>Expenses:</p> <ul style="list-style-type: none"> • Main expenditure for the month was Student membership grants: ~NZ\$155 <p>Current balances:</p> <ul style="list-style-type: none"> • Westpac NZ\$15,378.74 • NextGen US\$8,762.81 	
6	<p>Industry Coordination Report</p> <ul style="list-style-type: none"> • Sanjib was not available for the May Meeting. 	<i>All to provide suggestions for a speaker for the Combined Institutions Breakfast event for 2022 – Murray is</i>

	<ul style="list-style-type: none"> Murray is pursuing the option of having Sir Neville Jordan for the Combined Institutions Breakfast event in 2022. 	<p><i>pursuing Sir Neville Jordan – other suggestions still welcome.</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 <ul style="list-style-type: none"> The membership renewal is slightly ahead of the same time last year. Qi was requested to send out a reminder email to all members to renew their membership for 2022. 	<p><i>Qi requested to send out reminder email to all members to renew their membership for 2022 – suggestion to use an IEEE email alias</i></p>
8	<p>Webmaster Report</p> <ul style="list-style-type: none"> The newly revamped website is looking really good. An Awards and recognition section is being added to the website to recognize member achievements. All committee members are requested to provide material for this new section. Suggestions were invited for further enhancements. 	<p><i>Jordan and Joao to update the revamped website based on the suggestions provided by committee members – complete</i></p> <p><i>ALL to provide material on awards and achievements by members for the website.</i></p>
9	<p>Affinity Group Reports</p> <p>YP</p> <ul style="list-style-type: none"> Regarding the event, I have discussed it with Pondy and found the most suitable time would be between 6/6-13/6, i.e., the first week of the exam period. I will prepare the event advertisement and estimate the event budget. I have also attended the R10 YP Training Module - Awards and Funding Program Briefing event, and learned useful tips to apply for event funding, especially for the Young Professionals Student-YP Joint Activity Fund. I planned to have one submitted in the April round but couldn't get it done due to catching COVID. I will submit an application in the July round. I already discussed with Kun about the joint event. <p>WIE</p> <ul style="list-style-type: none"> Kanwal has notified members of vacancies available at Energy Bank: <ul style="list-style-type: none"> Seeking Junior and Senior Mechatronics/Mechanical Engineers 	<p><i>Fanfang to provide assistance with coordination across the affinity groups in her role of professional development – complete.</i></p>

	<ul style="list-style-type: none"> ○ Values-based company working on decarbonisation ○ Join a small, tightly-knit team ○ Work from Outset Ventures workshop space ○ Apply here if you are a collaborative, high-performer with a passion for innovative problem solving: https://www.energybank.nz/careers <p>LM</p> <ul style="list-style-type: none"> ● Murray was appointed to the position of Life Member Coordinator for the New Zealand Council at the beginning of May 2022 ● This should enable him to access all Life Members in NZ. 	<p><i>Murray to email all Life Members to assess interest in forming a New Zealand group during March – complete.</i></p>
10	<p>Student Branch Reports</p> <ul style="list-style-type: none"> ● Kun is planning a networking event in late June. ● Kun is also working with Bach on the peter Andrea event being planned for June. ● Yuan is also coordinating a networking event for massey University in late June. 	<p><i>Kun and Yuan to consider holding a short online introductory event for postgraduate students during March 2022 – event planned – complete.</i></p>
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 ● Joint Communications Chapter: Andrew Austin (new Chair) ● Joint Robotics and Automation: Ho Seok Ahn (new Chair). <p>Comsoc Chair report</p> <p>ComSoc Report (Nurul on behalf of Andrew):</p> <ul style="list-style-type: none"> ● Our application for the 2022 ComSoc Contestable funds (US\$900) has been successful. <p>Computational Intelligence</p> <p>The CIS Chapter report:</p> <ul style="list-style-type: none"> ● Zhixing Huang, Fangfang Zhang, Yi Mei, and Mengjie Zhang received the Best Paper Award from the EuroGP 2022 Conference held in Madrid on 20-22 April 2022. ● The CIS Chapter had 5 papers accepted by IEEE WCCI 2022, all oral presentations. 	<p><i>Yi to email all past Chairs of Chapters to determine any change in Chapter Chairs for 2022 - complete.</i></p>

	<ul style="list-style-type: none"> • Bing Xue was invited to deliver a keynote for IEEE WCCI 2022 to be held in Italy. • Connected the CIS website to our new Section website. • Planning to organise to Senior Member applications this year --- Candidates are Hui, Sharon, Aaron. <p>Robotics and Automation</p> <ul style="list-style-type: none"> • Ho Seok outlined his plans for this group for 2022 • 5-6 workshops/seminars are being planned which will be Auckland based but can be joined online for members outside of Auckland. • Two student robotics competitions are also being planned – very popular pre-COVID. <ul style="list-style-type: none"> ○ A simulation competition will be held online ○ Friday workshops in person. • A wider schools based robotics competition is also being planned for years 1-13 which will be held online • The schools competition will also be coordinated with the worldwide robotics Olympiad competition. <ul style="list-style-type: none"> ○ A team will be selected for this event in July ○ 10 different categories. <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 2 June 2022 commencing at 4:10pm. Zoom details as per this meeting.</p>	