

# IEEE New Zealand Central Section Committee Meeting

2 June 2022 - 04:10pm – 5:12pm

The meeting was held via Zoom.

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**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  
Zaida, Kanwal  
Sarkar, Nurul  
Costa, Joao  
Nguyen Hoai, Bach  
Lensen, Andrew (Departed 4:45pm)  
Ahn, Ho Seok (Departed 4:30pm)

**APOLOGIES**     Doronin, Alex  
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 7 July 2022 commencing at 4:10pm, via Zoom at  
<https://vuw.zoom.us/j/95114487623>

	DISCUSSION	ACTION
1	<p><b>Welcome/Apologies</b></p> <p>The Chair welcomed members to the June committee meeting for 2022.</p> <p>Apologies were accepted as listed.</p>	
2	<p><b>Minutes of the last committee meeting</b></p> <ul style="list-style-type: none"> <li>• Taken as read.</li> </ul>	<i>Moved as accepted (Yi, seconder Donald)</i>
3	<p><b>Matters arising</b></p> <ul style="list-style-type: none"> <li>• The action items were reviewed. Changes are as recorded against the items in blue.</li> </ul>	
4	<p><b>Chair's Report</b></p> <p>The Chairs report:</p> <ul style="list-style-type: none"> <li>• It is noted that we have only received a rebate for one Chapter (CIS)</li> <li>• All Chapters and Affinity Groups need to ensure that vTools is correctly provided with event information including post event reports – this includes those events that are joint.</li> <li>• Discussion resulted on what had gone wrong last year and it was agreed that we all must be diligent to ensure that all events are properly recorded in vTools.</li> <li>• It was also noted that VuW is able to host the Postgraduate Symposium for 2022 and so a suitable date will be identified asap.</li> </ul>	
5	<p><b>Finance Report</b></p> <p>The finance report for this month:</p> <p><b>Expenses:</b></p> <ul style="list-style-type: none"> <li>• Very little expenditure during the month of June 2022.</li> </ul> <p><b>Income</b></p> <ul style="list-style-type: none"> <li>• Nextgen balance should have increased by our section rebate of US\$3352.25</li> <li>• Note that we have only received a chapter activity for CIS (the other chapters did not report enough events).</li> <li>• Also note that several event do not report the number of participants – remember to record and enter this detail when you report.</li> </ul> <p><b>Current balances:</b></p> <ul style="list-style-type: none"> <li>• Westpac            NZ\$15379.11</li> <li>• NextGen            US\$8,762.81 + US\$3352.25</li> </ul>	

6	<p><b>Industry Coordination Report</b></p> <ul style="list-style-type: none"> <li>Sanjib was not available for the June Meeting.</li> <li>Murray is pursuing the option of having Sir Neville Jordan for the Combined Institutions Breakfast event in 2022.</li> </ul>	<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.</i></p> <p><i>Yi to contact Sanjib to enquire after his status.</i></p>
7	<p><b>Membership Report</b></p> <p>Current membership numbers are as follows:</p> <ul style="list-style-type: none"> <li>Active members in 2019: 264</li> <li>Active members in 2020: 266</li> <li>Active members in 2021: 271</li> <li>Active members as at January 2022: 277</li> <li>Active members as at February 2022: 227</li> <li>Active members as at March 2022: 230</li> <li>Active members as at April 2022: 235</li> </ul> <ul style="list-style-type: none"> <li>Increase of 1 in senior member, 2 in graduate student member, 2 in member.</li> </ul>	
8	<p><b>Webmaster Report</b></p> <ul style="list-style-type: none"> <li>The newly revamped website continues to improve.</li> <li>Suggestions were invited for further enhancements.</li> </ul>	<p><i>ALL to provide material on awards and achievements by members for the website.</i></p>
9	<p><b>Affinity Group Reports</b></p> <p><b>YP</b></p> <ul style="list-style-type: none"> <li>Event confirmed for 20 July 2022. Details to be advertised asap.</li> <li>Event will be open to YP, Student and WIE Groups.</li> </ul> <p><b>WIE</b></p> <ul style="list-style-type: none"> <li>Kanwal has tentatively arranged for a speaker from Brisbane on Mentoring and mentoring Relationships.</li> <li>This should be a joint event for WIE, YP and Student Groups as it will be virtual.</li> <li>A second event is being planned for September on digital innovation, involving the Karachi WIE Group.</li> </ul> <p><b>LM</b></p> <ul style="list-style-type: none"> <li>Murray was appointed to the position of Life Member Coordinator for the New Zealand Council at the beginning of May 2022</li> <li>This should enable him to access all Life Members in NZ, but has proven not to be the case.</li> <li>Further investigation is required via R10.</li> </ul>	<p><i>Murray contact R10 re access to all Life member email addresses for New Zealand.</i></p>
10	<p><b>Student Branch Reports</b></p>	

	<ul style="list-style-type: none"> <li>• Kun is planning a face-to-face networking event in late June, involving undergrad and post grad students.</li> <li>• Kun is also working with Bach on the Peter Andrea event being planned for late July.</li> <li>• Yuan is planning to involve Massey University students in the Peter Andrea event scheduled for late July using virtual facilities.</li> <li>• Nurul noted that NZ North is also struggling with the formation of student groups and associated events.</li> </ul>	
<p style="text-align: center;">11</p>	<p><b>Chapter Reports</b></p> <p>The following Chapter Chairs have been identified (repeated for convenience):</p> <ul style="list-style-type: none"> <li>• <b>Computational Intelligence Chapter:</b> Mengjie Zhang</li> <li>• <b>Power and Energy Chapter:</b> Ramesh Rayudu</li> <li>• <b>Joint Signal Processing/Information Theory Chapter:</b> Yusuke Hioka</li> <li>• <b>Joint Instrumentation and Measurement Chapter:</b> Andrew Taberner</li> <li>• <b>Joint Communications Chapter:</b> Andrew Austin (new Chair)</li> <li>• <b>Joint Robotics and Automation:</b> Ho Seok Ahn (new Chair).</li> </ul> <p><b>Comsoc Chair report</b></p> <ul style="list-style-type: none"> <li>• There was no Comsoc report.</li> </ul> <p><b>Computational Intelligence</b></p> <p>The CIS Chapter report:</p> <ul style="list-style-type: none"> <li>• Shaolin Wang, Yi Mei, Mengjie Zhang's paper "Local Ranking Explanation for Genetic Programming Evolved Routing Policies for Uncertain Capacitated Arc Routing Problems" received a nomination for the Best Paper Award</li> <li>• Recruiting more senior members from the Chapter --- Aaron Gang Chen has made an application. Will push more members to apply.</li> </ul> <p><b>Robotics and Automation</b></p> <ul style="list-style-type: none"> <li>• Ho Seok is progressing his plans as outlined in the minutes of the may meeting.</li> <li>• We have 150 students registered for the NZ Robot Olympiad 2022, and the preparation goes well until now. Hope no more lockdown happening.</li> <li>• Unfortunately no students from the outside of Auckland this year, but hope we have some from South.</li> </ul>	

	<b>No other Chapter reports were available.</b>	
<b>12</b>	<b>Other Business</b> <ul style="list-style-type: none"><li>• There was no other business.</li></ul>	
<b>13</b>	<b>Next Meeting</b> <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 7 July 2022 commencing at 4:10pm. Zoom details as per this meeting.</p>	