## IEEE NZCS Committee Meeting

Held 4 March 2014 at 4:30pm via Skype

Present: Richard Harris (acting chair)

Donald Bailey (secretary)

Aaron Reid Duncan Hall Andrew Dawson Mengji Zhange Terence Betlehem

Gourab Sen Gupta (joined late) Ayesha Hakim (joined late)

		Ayesha Hakim (joined late)	
			Actions
1	Welco		
	Meetir	g commenced at 4:35 PM, with a welcome from Richard.	
2	Apolog		Consider moving
		or Shafi	meeting to 2 <sup>nd</sup> Tues of
	Murray	Milner (cannot make any 1 <sup>st</sup> Tuesday of a month at this time)	month.
		– for lateness	
3		es of the last Committee Meeting	Moved minutes be
		es of the meeting held on 5 February, 2014 were circulated prior to	accepted (M: Aaron / S:
	the me	-	Meng / Carried)
4	Matters arising from February Committee meeting (not covered		
	elsewh	•	
		punctuation in minutes corrected	
5		eport (Mansoor Shafi)	
		10 meeting took place in Kuchin, Malaysia 1-2 March 2014. Some	
		us delegates attended.	
	Issues for us:		
	1.	We are the amongst the lowest 10 in terms of student	Student committees to
		recruitment to become IEEE members. Need to work on this to	consider
		motivate students and to explain them what are the benefits of	
		membership. IEEE has a wealth of information on this topic. We	Donald to send names
		need to send our Student Branch Coordinator details to Om	of SB coordinators to
		Parkash.	Parkash
	2.	What is the legal status of our section? Peter Over from the North	
		Section is preparing something and they will circulate. Apparently	Wait until document
		this is being done in all countries after the Asia Pacific office has	from Peter Over
		become Asia Pacific Ltd. (Murray may have some thoughts here.)	circulates document
	3.	There are some funds available through EAB to help with more	
		school leavers taking up engineering. Adrian Busch will work on a	
		proposal.	
	4.	Need to encourage more women to join. Takako Hashimoto is a	
	_	good role model to follow.	
		GOLD is being re-named to "Young Professionals".	Can Cumba (Australia
	6.	We could submit a nomination for a Region 10 Distinguished	Sen Gupta (Awards
		Chapter award. This needs to be done by end of March. I have	Coordinator) to look at
	1	written to Don about this and how to construct the report for the	this

		award. One issue against us is the zero growth in student	
		numbers.	
	7.	Section's Congress Registration will open next week. R10 will give	
		USD\$2000 to meet air fare and accommodation for primary	
		delegates (Section Chairs). They will also give 50% of this to a	
		Women in Engineering (WIE) or Young Professional secondary	
		delegate. They want to encourage fresh blood as future leaders-	
		hence the move to get WIE or Young Professionals to the	
		congress. MGA will pay for registration fees for all delegates. But	
		all accommodation and other costs to be met by the Sections. R10	
		will also host a meeting a day before the congress. If we have any	
		recommendations for the congress to consider we need to send to	
		Zia. Apparently he has written to us but did not hear back. Only 4	
		recommendations from R10 will make it to the congress.	
	8	Region 10 has a new website: IEEEr10.org	
		Lance Fung from Australia will contest for R10 Director. However,	
	J.	there is also another Australian delegate so they have some	
		internal issues to resolve. The Australian and New Zealand council	
		members and chapter chairs are to have regular audio catch ups	
		on local issues and coordination.	
6	Secreta	ary report	
U	Secreta	Not report	
7	Finance	Report (Ramesh Rayudu)	
	•	Status of signatories and internet banking	
	Do	nald in Wellington on Friday to counter-sign adding Ramesh as a	
		natory.	
8	Webmaster Report (Richard Harris / Terence Betlehem)		
		Obtained password for FTP access to the Central Section website	
		through IEEE IT manager.	
	2.	Password for our co-webmaster Terence Betlehem will be	
		supplied by IEEE before I go on my holiday.	
	3	Completely reorganised the website to enable better	
	J.	management of the Section pages and various Chapters and	
		Groups.	
	1	Placed the announcement of the Computational Intelligence	Richard to Update CI
	٦.	Chapter seminar and inaugural meeting on our website and I have	chapter with report
		created a page for future event notifications.	from Meng
	5.	I created a photo album of the Postgraduate Presentation Day	Student branch to put
	Э.	event and it can be reached through the Student Chapter	link to this from their
		webpage which I have prepared. The link is:	website
		http://ewh.ieee.org/r10/nzc/StudentBranches/PGDay2013/index.	Website
		html	
	6	I have prepared some generic details about our Branches and	Please supply Richard
	0.	Groups and they are on the main web page.	with some paragraphs
		Groups and they are on the main web page.	* outlining purpose of
			each Branch and Group
			* any basic information.
			* advertisements for
			upcoming events (let
			Richard know ASAP of
			any upcoming events)

7. Sent an e-Notice to the Section advertising the Computational Intelligence seminar and meeting. 8. Created folders containing previous year's events and meeting minutes for access through the side-panel links. 9. Updated the 2014 Committee member listings: 10. I shall miss the next two Section meetings and hand over webmaster duties to Terence from March 31st to May 25th while I take a holiday  9 Membership Report (Aaron Reid) Large drop of numbers from last month: 10tal 245 active members, including 35 GOLD. 148 members inactive, and 63 in arrears. • Recruiting and retaining undergraduate and postgraduate members  • Recruiting and retaining undergraduate and postgraduate members  10 Awards (Gourab Sen Gupta) No report  11 Industry Relations Report (Duncan Hall / Murray Milner) • Possible talk from Rod Drury  12 Student Branch (Angher reports  13 Massey Student Branch (Ayesha Hakim) • Discussion of e-magazine Richard is happy to help put together a newsletter • Photo album of presentation event AGM planned tomorrow.  12b Victoria Student Branch (Henry Williams) • Discussion of e-magazine • Timing of 2014 postgraduate presentation event  12c GOLD (Young Professionals) • Succession plan (followuy with Rahul) • Approach of Rak Heng  No report at meeting, Bing replied with: About Women in Engineering, I actually thinking of organizing some events for engineering female students. VUW has a Women in Engineering (and Computer Science) group and I am in the committee. We will organize some activities and aiready planed some seminars, BBQ and movies nights very soon, next week. I am taking this as a practice and thinking of organizing some more events for Female Engineering students (not only in VUW). Not sure Central Section can provide some financial support or not.  12e Instrumentation and Measurement Society (Ian Woodhead) Sen Gupta reported on SAS – first time held outside of USA & Europe. 87 registrations – big increase on last year. 2 keynotes, 4 special sessions, incl one on Agritech organised by tan Woodh			
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12g   Power and Energy Society (Ramesh Rayudu)			
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	No report	
12h	<ul> <li>Computational Intelligence Society (Mengjie Zhang)</li> <li>Report on visit by Yaochu Jin         Bad weather, but good numbers (33 or 34), followed by first meeting of chapter with 20 members attending.     </li> <li>Inaugural AGM plans         AGM with section at end of year.     </li> </ul>	Meng to be \$300 rebated for this event. (M: Donald / S: Richard)
13	<ul><li>General Meetings</li><li>I&amp;M Workshop mid-semester 1?</li></ul>	Start fill out plan  Donald to follow up with  Ian re I & M Workshop
14	Conferences Report on SAS given earlier under I&M Chapter.	Additional conferences – email to Donald
15	Other Business None	
16	Next Meeting The next meeting was tentatively scheduled for <i>Tuesday 8th April</i> at 4:30 pm Meeting closed at 5:40 pm.	Donald will canvas availability for this or alternative times