IEEE NZCS Committee Meeting

Held 12 August 2014 at 4:30pm via Skype

Present:

Mansoor Shafi		Donald Bailey
Richard Harris		Ian Woodhead
Debraj Basu		Gourab Sen Gupta (leave early)
Meng Zhang		Aaron Reid (arrived late)
Ramesh Rayudu (arrived late)		

		Actions
1	**Welcome** Meeting commenced at 4:30 PM, with a welcome from Mansoor.	
2	**Apologies** Duncan Hall Andrew Dawson Callum Neil	
3	**Minutes of the last Committee Meeting** Minutes of the meeting held on 24 June, 2014 were circulated prior to the meeting.	Minutes approved
4	**Matters arising from March Committee meeting (not covered elsewhere)** • R10 Individual benefits and Services Support Fund (Aaron). • 2014 Postgraduate event (18 Sept – Henry to confirm) • Legal status of section Discussion meeting planned at Sections Congress	**Mengji** will check – **Student chapters** to advertise & get signups
5	**Chair report (Mansoor Shafi)** • Call for proposals – 2016 TENSYMP (**0812_05A**) • Call for proposals – 2015 Student Gold WIE Congress (**0812_05B**) • Support for IEEE R10 Director Elect (**0812_05C**) • Possible DL (Prof Koul – Microwave theory and techniques Society) (**0812_05D**)	**Murray** will contact 4RF and others then **Mansoor** to reply
6	**Secretary report** • Sections Congress Recommendations (**0812_06A**) • Special corporate hotel rates in Singapore for IEEE members	**Mansoor** & **Murray** will send me suggestions
7	**Finance Report (Ramesh Rayudu)** • Status of signatories • Finance report Have just over $11,000, and have check from US$3000	Waiting for **Mansoor** as signatory
8	**Webmaster Report (Richard Harris / Terence Betlehem)** • REQUIRED: announcements of upcoming meetings / events • Reports on past events	**Coordinators** please send info to Richard **Organisers** please send report to Richard

	• Up-to-date of chapter/affinity contacts and details	**Chapters** – contact information and chapter details - send updates to Richard.-
9	**Membership Report (Aaron Reid)** Current membership numbers: 275 Active, 28 Young Professionals members, 49 in arrears.	**Aaron** send reminder letter to those in arrears
10	**Awards (Gourab Sen Gupta)** No report	
11	**Industry Relations Report (Duncan Hall / Murray Milner)** • October event (***Murray*** *to look at and apply for funds through "Celebrating through Industry Day"*)	**Murray** will continue looking into this.
12	**Student Branch and Chapter reports**	
12a	**Massey Student Branch (Debraj Basu)** Report skipped due to shortage of time	
12b	**Victoria Student Branch (Henry Williams)** No report	
12c	**Young Professionals (Callum Neil)** No report	
12d	**Women in Engineering (Bing Xie)** No report	
12e	**Instrumentation and Measurement Society (Ian Woodhead)** • 1-day Agritech-based sensors workshop held at Lincoln on 4 July 48 participants, and 22 presentations. Most of the presentations are available at: http://www.lincolnagritech.co.nz/events/ieee-i-and-m-workshop/ • Rainer Kunnemeyer was elected new chair of the chapter • 2 Day workshop will be held in Auckland 24,25 November	**Donald** will update mailing list to replace Ian with Rainer.
12f	**Comm / SP / IT Society (Terence Betlehem)** No report	
12g	**Power and Energy Society (Ramesh Rayudu)** No report	**Ramesh** look into a speaker on Smart Grid for Industry day
12h	**Computational Intelligence Society (Mengjie Zhang)** • In July 10 members went to WCCI2014 congress in Beijing. 12 papers were presented. • Mengjie chaired the IEEE CIS Evolutionary Computation Technical Committee, attended by over 30 members and task force chairs. • Chapter will have technical seminar in a few weeks time	**Mengjie** will send advertising to Richard when date is finalised.
13	**General Meetings (for noting)** • John Matthews (12 October, CS/SP/IT chapter) • Ekram Hossain (14 November, CommSoc Chapter) • 2 day I&M Workshop (24-25 November, Auckland)	

	Industry event – Murray & Duncan	
14	**Conferences (for noting)** • Wireless workshop – September / October in Christchurch • IVCNZ – 19-21 November in Waikato • ENZCon – 20-21 November in Waikato • Robotics, Automation and Sensing Group - November • SEAL 2014 – 15-18 December, in Dunedin • TALE / AAEE – 8-10 December in Wellington • ICARA – 17-19 February 2015 in Queenstown. (Technical sponsor) • ICST – 8-10 December, 2015 in Auckland. (Technical sponsor)	
15	**Other Business**	
16	**Next Meeting** The next meeting was scheduled for *Tuesday 9th September* at 4:30 pm. Meeting closed at 5:35 pm.	