

IEEE New Zealand Central Section Committee Meeting

March 4, 2020 04:04pm –05:09pm

The meeting was held via Skype.

ATTENDEES	Donald Bailey, Chanjief Chandrakumar, Xiang Gui, Richard Harris, Steven Le Moan, Yi Mei, Ken Mercer, <u>Murray Milner</u> , Sridhar Pulikanti, Nurul Sarkar (joined at 4:18), Fangfang Zhang
APOLOGIES	Achynthya Perera, Bing Xue, Kanwal Zaidi, Mengjie Zhang
AGENDA	<ol style="list-style-type: none">1) Welcome / Apologies2) Minutes of last committee meeting3) Matters arising4) Chairs report5) Finance report6) Membership report7) Webmaster report8) Chapter/YP/WIE/Student reports9) Other business

Next meeting: **April 1, 2020**

	DISCUSSION	ACTION
2	Minutes of the last committee meeting	<i>Moved as accepted (Murray)</i>
3	Matters arising	
4	<p>Chair report (Murray)</p> <p>Murray: many reports required by Region 10. Need to make sure that website and Vtools are coordinated, since IEEE use VTools as “reference”.</p> <p>R10 Section meeting cancelled due to coronavirus. Donald and Murray are attending an R10 webinar on Saturday.</p> <p>Section congress will be held in Ottawa, Canada, later this year. It would be useful to know what progress has been made since last meeting.</p> <p>Current committee</p> <p>Murray: vote of thanks for Ken Mercer’s service to the Section and the committee over the years. Ken is retiring from Massey University in April and will step down from his position in this committee.</p>	<p><i>Reports for our activities need to be added to VTools in a timely manner. Steven and Richard to experiment with VTools to link it to our website.</i></p> <p><i>All committee members to verify that everything is in order on page 1 of IEEE New Zealand Central Section Report (see https://www.ieeer10.org/2019-r10-councils-sections-reports/)</i></p>
5	<p>Financial Report (Yi)</p> <p>We should receive rebate soon (certainly after deadline for report submission, which is March 15).</p> <p>Monthly banking fee and transaction fees have been waived.</p>	<i>Yi to follow up on the payments from Region 10 related to our activity report in November 2019</i>
6	<p>Membership Report (Chanjief)</p> <p>The attached report was sent out at the beginning of the meeting.</p>	
7	<p>Webmaster Report (Richard)</p> <p>Nothing major to report. AGM draft minutes were uploaded to the website.</p>	
8	<p>Chapters / YP / WIE / Student Reports</p> <p>ComSoc (Nurul)</p> <p>The report below were sent out prior to the meeting.</p> <ul style="list-style-type: none"> About \$500 budget is required from NZC section to host IEEE ComSoc distinguish lecturer (DL) lectures in 	

Wellington and Palmerston North this year. Costs include accommodation and meals.

- 2019 was very productive year for us as far as professional development of the members of the wider community is concerned (see attached pdf file).
- I am in contact with Professor M Atiquzzaman (University of Oklahoma, USA) for possible ComSoc DL tour to NZ this year.

Computational Society (Mengjie):

The report below were sent out prior to the meeting.

- In 2019, our Chapter has recorded 11 technical events in the IEEE reporting System. Hopefully we will get the full rebates to our section.
- Our Chapter Secretary, A/Prof Bing Xue, has been appointed as an Associate Editor for IEEE Transactions on Evolutionary Computation, the top journal in the field, and an Associate Editor for Journal of Royal Society of New Zealand. She has been re-appointed as the Chair of the IEEE CIS Technical Committee on Data Mining and Big Data Analytics. She will continue to be in the IEEE CIS Women In Computational Intelligence Committee as a member.
- Mengjie Zhang was elected as an IEEE Distinguished Lecturer for the term of 2020-2022.
<https://cis.ieee.org/professional-development/dlp/distinguished-lecturers>
- The Chapter has decided to help several members in the Chapter to apply and be promoted to a Senior Member this year with a goal to increase at least two new Senior Members in 2020.

Student Chapter at Victoria University of Wellington:

Yi recommended that Fangfang Zhang be the new VUW student branch representative. There was no objection from the committee.

Other Business

Massey University's College of Science restructuring discussion document.

Donald: we should make the argument that there is a need for engineering in the lower North Island region. We would be losing a lot of the service in terms of research and training from Massey Manawatu. Focus on the campus has been toward applications within Agritech/food. Also, there would no longer be a student branch in our Section.

Other

We received a request to contribute to the organisation of the 100th anniversary of Royal Astronomical Society of NZ. How can we contribute? Needs to be discussed. Promotion via student branches (need to make sure that we understand what the cost would be for students before).

Murray to prepare and circulate a draft letter to convey the concerns of this committee to the Pro Vice-Chancellor of Massey's College of Science (deadline: March 16)

FEB
2020

Membership Development Report

IEEE Region 10 - Asia & Pacific-NZ Central Subsection

This is the first draft of membership development report which details the current statistics of the IEEE NZ Central Section

Abhipray Paturkar



Roles and Responsibilities

- Receiving mailings of membership materials from IEEE Operations Centre
- Monitoring a current record of membership
- Working with other volunteer leaders to develop, execute and monitor plans and goals for membership growth, retention, and recovery
- Analysing membership information and trends to identify membership problems and opportunities
- Ensure adequate supplies of membership development materials are available for distribution at appropriate venues within your entity (chapter meetings, conferences, job fairs, etc.)
- Communicating regularly with the Regional or Society Membership Development Officer.

Active Members of NZ Central Section

Region	Council	Section	Grade Category	Grade	Total
R10	New Zealand Council	New Zealand Central Section	IEEE Grades	Associate Member	4
				Fellow	3
				Graduate Student Member	25
				Life Fellow	2
				Life Member	20
				Life Senior	7
				Member	126
				Senior Member	32
				Student Member	3
			Other Grades	Affiliate	7
			Total		229