

# IEEE New Zealand Central Section Committee Meeting

April 1, 2020 04:01pm –04:37pm

The meeting was held via Skype.

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**ATTENDEES** Donald Bailey, Chanjief Chandrakumar, Xiang Gui, Richard Harris, Steven Le Moan, Ken Mercer, Murray Milner, Sridhar Pulikanti, Fangfang Zhang

**APOLOGIES** Yi Mei, Nurul Sarkar, Bing Xue, Mengjie Zhang

**AGENDA**

- 1) Welcome / Apologies
- 2) Minutes of last committee meeting
- 3) Matters arising
- 4) Chairs report
- 5) Finance report
- 6) Membership report
- 7) Webmaster report
- 8) Chapter/YP/WIE/Student reports
- 9) Other business

Next meeting: **May 6, 2020**

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	DISCUSSION	ACTION
2	<b>Minutes of the last committee meeting</b>	<i>Moved as accepted (Murray)</i>
3	<b>Matters arising</b>  Update on Massey University's College of Science discussion document (Donald): Submission will be considered and another discussion will be released shortly.	
4	<b>Chair report (Murray)</b>  Next event on the calendar: Section congress in August. Low chances of this happening due to travel restrictions. Probably the case for most R10 events until the end of the year.  IEEE are generally doing their best to keep things running.  Not a great deal to report from R10 meeting which was done virtually (about 10hrs). Of note: presentation by Normal from North Section, indicating hosting Tencon December 2021.	
5	<b>Industry coordination (Sridhar)</b>  - Deadline for industry engagement competition 30 April. Need to write a report of last year's activities and plans for next year. Murray: happy to assist, the competition will likely go ahead.  - How do we keep collaborating with the industry in these times of economic stress? Donald: online seminar/talk is a possibility (keep it small). Murray: Breakfast event probably in jeopardy. (Donald: virtual breakfast event?)	<i>Sridhar to prepare report. Murray to assist.</i>
5	<b>Financial Report (Yi)</b>  Our incentives arrived. Murray: there will be some funds for distinguished lecturers, but unlikely to happen before 2021 due to travel restrictions.	
6	<b>Membership Report (Chanjief)</b>  The attached report was sent out before the meeting.	
7	<b>Webmaster Report (Richard)</b>  Nothing major to report. Last meeting minutes were uploaded to the website.  Murray: we can announce Tencon on website.	
8	<b>Chapters / YP / WIE / Student Reports</b>  <b>Women in Engineering (Kanwal):</b>	

Expression of interest posted on “Women @ Massey” group regarding the organisation of an event at Massey University. Release of proposal document for College of Science and COVID-19 disturbed this.

New plan: organisation of a webinar.

Murray: maybe contact colleagues on campus and have a chat. This could lead to the submission of feedback to the next Massey Uni. discussion document.

MAR  
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

CHANJIEF CHANDRAKUMAR, PhD



# Roles and Responsibilities

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- 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

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Count by Region and Grade					
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	33
				Life Fellow	2
				Life Member	20
				Life Senior	7
				Member	129
				Senior Member	32
				Student Member	3
			Other Grades	Affiliate	7
			Total		240

## Summary

- Reminder e-mails were sent to 70+ members.
- The number of members has increased by 11 in March compared to February, which is a 4.8% increase.