

# IEEE New Zealand Central Section Committee Meeting

May 6, 2020 - 04:01pm –04:27pm

The meeting was held via Skype.

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**ATTENDEES** Donald Bailey, Richard Harris, Steven Le Moan, Yi Mei, Murray Milner, Abhipray Paturkar, Sridhar Pulikanti, Mengjie Zhang

**APOLOGIES** Nurul Sarkar, Chanjief Chandrakumar, Sen Gupta

**AGENDA**

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

Next meeting: **June 3, 2020**

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	DISCUSSION	ACTION
2	Minutes of the last committee meeting	<i>Moved as accepted (Murray, seconded by Donald)</i>
3	Matters arising	
4	<p><b>Chairs report (Murray &amp; Donald)</b></p> <p>Many messages coming from R10 these days. The most interesting ones were forwarded to the committee.</p> <p>Report from NZ Council (Donald):</p> <ul style="list-style-type: none"> <li>- Fiji sub-section is invited to be part of NZ council if they wish</li> <li>- Registration of IEEE NZ sections is on hold</li> <li>- TENCON: We need to put someone forward from NZ Central to serve as co-chair (current chair: Nirmal Nair from the North Section and the University of Auckland).</li> <li>- IEEE NZ day: suggesting an annual event (March, when calendar is quieter). To be discussed with respective committees</li> </ul>	<p><i>All committee members to think about it (consider workload, etc).</i></p> <p><i>All committee members to think about it.</i></p>
5	<p><b>Industry coordination (Sridhar)</b></p> <p>Industry engagement competition report was forwarded to committee on 30/04/2020.</p> <p>Template for activities? Murray: Richard did prepare such a document; we need to keep Vtools up to date.</p>	
6	<p><b>Financial Report (Yi)</b></p> <p>Nothing particular to report. \$17,189.82 currently on the Section's account.</p>	
7	Membership Report (Chanjief)	
8	<p><b>Webmaster Report (Richard)</b></p> <p>The following report was sent out before the meeting.</p> <ul style="list-style-type: none"> <li>- Draft minutes of the April 1st meeting were uploaded to the website.</li> <li>- I have added some material to the website in view of the competition announcement and the COVID-19 crisis.</li> <li>- There is now a very brief note to say that there will be no upcoming events advertised until lockdowns are relaxed and the government gives the go-ahead for things like conferences and meetings. This is in line with other IEEE announcements that we have been receiving in past weeks.</li> <li>- I have also added an entry to the website concerning the student research paper competition which was forwarded to you all by Murray and was an initiative of R10. To find the message and a link to the competition</li> </ul>	

	<p><i>flyer in pdf form, there is a quick link that students could be informed about, viz:</i>  <a href="http://ewh.ieee.org/r10/nzc/#Competition">http://ewh.ieee.org/r10/nzc/#Competition</a></p> <ul style="list-style-type: none"> <li>- <i>IEEE NZ Central Section</i></li> <li>- <i>I have placed the Industry report prepared by our Industry Coordinator Sridhar on the website but it is not currently visible to members - pending any decisions by our committee. If we decide to make it visible, I shall make this possible immediately but, alternatively, if there is no necessity to have it shown at all, then I can remove it completely from the website - as if it wasn't ever there. Or simply make it accessible to the committee and/or R10.</i></li> </ul> <p><b>Murray:</b> let us put Sridhar's report up on the website after the submission date.</p>	
9	<p><b>Chapters / YP / WIE / Student Reports</b></p> <p><b>Computational Intelligence (Mengjie):</b>  The following report was sent out before the meeting.</p> <ul style="list-style-type: none"> <li>- <i>The CI Chapter has 11 full papers, 6 posters and 2 specialised tutorials accepted by ACM Genetic and Evolutionary Computation Conference (ARC/ERA/CORE Tier A) to be held virtually in Cancun, Mexico on 8-12 July 2020. More than 10 members and Graduate Student members will attend the conference virtually.</i></li> <li>- <i>The CI Chapter has 17 full papers accepted by IEEE Congress on Evolutionary Computation (ARC/ERA Tier A) and 2 papers accepted by International Joint Conference on Neural Networks (ARC/ERA Tier A) to be held jointly as WCCI 2020 in Glasgow, UK on 19-24 July 2020. More than 15 members and Graduate Student members will attend the conference virtually.</i></li> <li>- <i>IEEE CIS told us that our CI chapter is one of the best performing CI chapters the IEEE CI Society in 2019 based on the number of technical events hosted in 2019.</i></li> <li>- <i>The CI Chapter has two special issues accepted, one by IEEE Transaction on Evolutionary Computation, the other by IEEE Computational Intelligence Magazine.</i></li> <li>- <i>At least 4 new students were recently registered as an IEEE Graduate Student Members to the Chapter/Section.</i></li> </ul> <p><b>Additional comment:</b> Chapter nominated for best chapter award (global).</p>	
10	<p><b>Other business</b></p> <p><b>Mengjie:</b> We need to think seriously about postgraduate day.</p>	<p><i>Steven to add a specific item to the agenda for next meeting.</i></p>

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# 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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Grade category	Grade	Total
IEEE Grades	Associate Member	4
	Fellow	3
	Graduate Student Member	37
	Life Fellow	2
	Life Member	20
	Life Senior	7
	Member	130
	Senior Member	32
	Student Member	2
<b>Total</b>		<b>237</b>

## Summary

- The total number is generally consistent
- Some members have advised me that they would not be able to renew this year as they had lost their income due to COVID-19.
- I will be sending reminder e-mails this month too.