

IEEE New Zealand Central Section Committee Meeting

July 1, 2020 - 04:01pm –04:50pm

The meeting was held via Skype.

ATTENDEES Donald Bailey, Xiang Gui, Chanjief Chandrakumar, Richard Harris, Steven Le Moan, Murray Milner, Bach Nguyen, Yi Mei, Fangfang Zhang, Mengjie Zhang

APOLOGIES Sridhar Pulikanti

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) Postgraduate Symposium
- 11) Other business

Next meeting: **August 5, 2020**

	DISCUSSION	ACTION
2	Minutes of the last committee meeting	<i>Moved as accepted (Murray)</i>
3	<p>Matters arising</p> <p>TENCON: still no volunteer from the committee to co-chair.</p> <p>Identifying potential YP or WiE members not currently involved: it is possible.</p> <p>Reason for no rebate last year for chapters (YP, WiE...): we needed to submit written reports, in addition to reporting events in Vtools.</p>	<i>Committee to come back to this action item in next meeting.</i>
4	<p>Chairs report (Murray & Donald)</p> <p>Joint institution breakfast event: need suggestions from committee.</p> <p>Donald: someone from <u>Levno</u> (Palmerston North)</p>	<p><i>Committee to let Murray know about suggestions.</i></p> <p><i>Donald to talk with Sen Gupta, who has dealt with them.</i></p>
5	Industry coordination (Sridhar)	
6	<p>Financial Report (Yi)</p> <p>It was found that international bank transfers require a two-step verification, and an outstanding payment was finally made.</p>	
7	<p>Membership Report</p> <p>The attached report was sent out to the committee prior to the meeting.</p>	
8	<p>Webmaster Report (Richard)</p> <p>Business as usual.</p>	
9	<p>Postgraduate Presentation Symposium</p> <p>Problem of finding a date that suits everyone. Semester breaks at Massey and Victoria do not match up.</p> <p>Meng: Friday, 28 August? Alternatives: 27, or even 29 (Saturday)</p> <p>Donald: other possibility is to delay at end of semester. Student's perspective (Fangfang): October may be too late, August is preferable.</p> <p>We should reach out to overseas postgraduate students currently not in NZ to involve them in our Postgraduate Presentation Symposium.</p>	<i>Massey staff to settle on a day that suits everyone (within next few days)</i>

10	<p>Chapters / YP / WIE / Student Reports</p> <p>Young Professionals: Welcome Bach! Need to form a sub-committee to get things started! Chanjief volunteered by Donald as potential speaker</p> <p>Women in Engineering: Potential speaker from Australia suggested by Murray for webinar.</p> <p>Computational Intelligence: 2 major conferences happening this week overseas (online)</p>	<p>.</p> <p><i>Murray to contact speaker to check interest</i></p>
11	Other business	

JUNE
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

- 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

Grade category	Grade	Total – June
IEEE Grades	Associate Member	3 (-1 from last month)
	Fellow	3
	Graduate Student Member	36 (-5 from last month)
	Life Fellow	2
	Life Member	20
	Life Senior	7
	Member	146 (+13 from last month)
	Senior Member	32
	Student Member	5 (+2 from last month)
Total		254

Summary

- The total number has increased by nine.
- Reminder e-mails will be sent in this weekend.