IEEE New Zealand Central Section Committee Meeting

The meeting was held via Skype.

ATTENDEES	Bailey, Donald
	Gui, Xiang
	Harris, Richard
	Le Moan, Steven
	Mei, Yi
	<u>Milner, Murray</u>
	Nguyen Hoai, Bach
	Paturkar, Abhipray
	Pulikanti, Sridhar
	Xue, Bing
	Zaidi, Kanwal
	Zhang, Fangfang
	Zhang, Mengjie
APOLOGIES	Chandrakumar, Chanjief
	Sarkar, Nurul

AGENDA

1) Welcome / Apologies
2) Minutes of last committee meeting
3) Matters arising
   - Sections congree
   - IEEE membership grants
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: **October 7, 2020**

		DISCUSSION	ACTION
2		**Minutes of the last committee meeting**	*Moved as accepted (Richard, seconder: Meng)*
3		**Matters arising**	
		Sections congress: Zoom sessions on 1st and 15th September 2am-4am. Need to work through an email concerning the recommendations (see below). Murray: not particularly enthusiastic about any of them.	
		1: Establish Industry Ambassadors and Student Branches Liaisons. Hard to see the value	
		2: Enable any operative unit to establish a video conference on short notice. Plenty of tools out there already, not necessary.	
		3: Expand OU and role-based resources and services that automatically transfer. Not opposed in principle. Useful idea.	
		4: Create a 3-5 multi-year IEEE membership fee structure with discounts. Meng, Bing, Yi and Murray: We should support this. No objection from committee.	
		5: Stimulate Humanitarian Activities in technical societies with Students, WIE&YP liaisons (no comment from the committee)	
		6: Launch of IEEE Meetups, or Creation of IEEE Meetups, or Implementation of IEEE Meetups. Murray: seems we're already doing it. Sridhar: maybe more focused towards students/YP or any affinity group	
		7: Create a video library on "how to's" for technical topics. Murray: surprising, already many of those out there.	
		8: Provide resources to Sections to serve Industry professionals and engage with local industries Not sure what the resources would be. We are supposed to already be doing this.	
		9: Develop and offer an IEEE Corporate Membership Program Murray: Again, seems it's already in progress. And challenging to implements.	
		10: Provide Continuing Education to provide true value added for working professionals. Not sure how to implement, but has value in principle.	
2		11: Improve Section Operations Not opposed to it in principle.	

5	12: Improve Section interaction and support for Student units Not sure of the need. 13: Provide resources to Sections to offer workshops to local members Already doing it 14: Standardized Distinguished Lecturer Program Organization across Societies Sounds like a good idea. Seems difficult how to implement. 15: Regional-based Distinguished Lecturer Program No reason why we could not do it already. 16: Incentive-based internship programmes. We already do it. Not supportive 17: Initiate and measure the results of a PR campaign to gain visibility for IEEE with the public and corporations so they know about IEEE. Probably a good idea, but seems difficult to do. 18: Create a reward system for volunteers that hold an appointed position. Sounds great. Not very practical. Can't afford it, really. 19: Alleviate the financial burden for IEEE publications switching to Open Access Not clear whose "burden" is referred to. Open access is generally a good idea but too costly for authors. **In summary, we should support recommendations 4, 11 and 3 (in that order of importance).** Other topic: Virtual conference coming up for WiE, YP and Life Members. Need to put forward candidates. We do not know exactly when these meetings will be held. Will happen during period 19 sept - Oct 4.		*Interested members* to contact Murray by e-mail before Sept 11.
4	**Chairs report (Murray & Donald)** Murray: Postgraduate was very well organised. Congratulations to Fangfang. Murray: Industry breakfast event need to be postponed to early October. Probably a date mid-week. Donald: Wednesday best day.	
5	**Industry coordination (Sridhar)** /	
6	**Financial Report (Yi)** The main expense for this month was the postgraduate	

	symposium.	
7	**Membership Report** *The attached report was sent out to the committee prior to the meeting.*	
8	**Webmaster Report (Richard)** *The report below was sent out to the committee prior to the meeting.* 1. Added the minutes of the August Meeting to the website 2. Updated the Women in Engineering webpage with Kanwal's poster. 3. Included the announcement of our new affinity group for WIE on both our main page and the WIE web page. 4. Added announcement of IEEE.tv programs of interest to WIE. 5. The IEEE ComSoc chapter in Melbourne Victoria, have arranged a Zoom presentation by Dr John Cioffi, I prepared an eNotice and announced it on our upcoming events section of the main webpage. 6. Announcements of events requested by Nurul and Sridhar were each denied for several reasons: Either there had been wide circulation via IEEE eNotices already, or the timing of the event was unlikely to be appropriate for NZ member attendance. Need to discuss these situations with our committee to clarify actions to be taken by me under these circumstances. 7. Updated the events and recent events sections according to the dates they had or will be held.	
10	**Chapters / YP / WIE / Student Reports** **Women in Engineering (Kanwal):** Kanwal preparing a meeting, tentatively mid-October. Contacted AWIS (group which promotes women in STEM). May need financial support for events. Need contact point in University of Auckland **YP (Bach):** Bach is continuing to form a committee. **Students (Fangfang, Abhipray):** Thanks for the support in organising the symposium. **ComSoc (Nurul, report sent in advance)** 2020 ComSoc Distinguished Lecturer (DL) Lecture Series	*Donald to submit this as an item to the agenda of the next council meeting.*

Due to COVID-19 travel restriction, we are organising a series of three Virtual DL lectures over the next few months. The following two DL lectures have been confirmed. We will circulate the call for participation soon.

Professor M Atiquzzaman (University of Oklahoma, USA). Title: Connecting Space Assets to the Internet: Challenges and Solutions. The lecture will be held on Wednesday 16 September 2020 starting at 5 pm (NZ time).
Professor Arumugam Nallanathan, FIEEE (Queen Mary University of London), UK. Title: Artificial Intelligence (AI) for Massive Internet of Things (mIoT). The lecture will be held on Wednesday 28 October 2020 starting on 10 am (NZ time).

| 11 | **Other business** | |

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	Members – Aug	Members – July
IEEE Grades	Associate Member	4	4
	Fellow	3	3
	Graduate Student Member	35	40
	Life Fellow	2	2
	Life Member	23	20
	Life Senior	8	7
	Member	153	146
	Senior Member	32	33
	Student Member	5	6
Total		265	254

Summary

- The total number of members has increased by eleven.