

IEEE New Zealand Central Section Committee Meeting

4 March 2021 - 04:00pm –04:46pm

The meeting was held via Zoom.

ATTENDEES

Mei, Yi
Bailey, Donald
Milner, Murray
Harris, Richard
Pulikanti, Sridhar
Nguyen Hoai, Bach
Gui, Xiang
Zhang, Fangfang
Chen, Qi
Zhang, Mengjie

APOLOGIES

Lensen, Andrew
Zhang, Fanglue
Sarkar, Nurul
Doronin, Alex
Xue, Bing


AGENDA

1. Welcome / Apologies
2. Minutes of the last meeting
3. Matters arising
4. Chairs report
5. Finance report
6. Update on Coordination role appointments
7. Industry Coordination report
8. Membership report
9. Webmaster report
10. Affiliate group reports (YP, WIE, LM)
11. Student Branch reports
12. Chapter reports
13. Other business
14. Next meeting

Next meeting: Thursday 1 April 2021 commencing at 4pm

	DISCUSSION	ACTION
1	<p>Welcome/Apologies</p> <p>The zoom link is https://vuw.zoom.us/j/95114487623</p> <p>Remove Fernando and Steven Le Moan from the committee email list.</p>	
2	<p>Minutes of the last committee meeting</p>	<i>Moved as accepted (Yi, seconder Murray.)</i>
3	<p>Matters arising</p> <p>Yi followed up on the proposed NZ Council event proposed for March. No response. It is now not likely that this event will proceed.</p>	
4	<p>Chair's Report</p> <ul style="list-style-type: none"> I have submitted the Section report to R10. Thanks everyone for your great effort in the last year!! Qi has agreed to be the Membership Development Coordinator and will work together with Chanjief for the membership development. Thanks Qi, and Chanjief! Look forward to working with you! Nurul has agreed to be the Educational Development Coordinator for the whole NZ (or at least north and central). Murray and I are negotiating with the IEEE R10 to make this happen, since Nurul is currently in Auckland, and not belong to NZ Central. Fangfang has agreed to be the Professional Activities Coordinator. Thank you Fangfang! Although at the moment we are not quite sure what this role should do, we will figure out and work with you later! IEEE R10 is also asking to appoint Life Member Coordinator. We replied that it is out of the capacity of our committee, although they encourage us to have (the coordinator does not even have to be the committee member). If anyone has any opinion about this, please feel free to discuss in the upcoming committee meeting. R10 provided Young Professionals Affinity Group Officer Training Module, asked Bach to attend. IEEE arranged a Membership Development Webcast in 12 March, asked Qi to join. 2021 IEEE Region 10 Virtual Meeting will be held this weekend. I will try my best to attend (it conflicts with some of my existing activities), and also invited Murray to attend as well. Thank you Murray! Engineering New Zealand is organising a Young Engineers event in 10 March. Asked Bach to attend and connect. Any Young Professionals who are interested are also welcomed to attend. The registration link is: https://www.engineeringnz.org/courses-events/event/welcome-to-wellington/. Murray also sent 	

	<p>an email to ask the ENZ chairs, to build some stronger connections with this opportunity. We are still waiting for their response.</p> <ul style="list-style-type: none"> Regarding the \$500 award for the CIS chapter, Meng and I followed up, but no response yet. We will continue follow up. 	
5	<p>Finance Report</p> <p>Donald provided a verbal report. Current balance: \$19,500.</p> <p>The finance report was accepted without discussion.</p>	<p><i>Donald and Murray to discuss the Concentration Bank Account off line.</i></p>
6	<p>Coordination Role Appointments</p> <ul style="list-style-type: none"> Membership Coordinator: Qi Chen Life Member Coordinator: Murray Milner Professional Activities Coordinator: FangFang Zhang 	<p><i>Yi and Murray to resolve the situation with Nural as Educational Activities Coordinator.</i></p>
7	<p>Industry Coordination Report</p> <p>Sridhar aiming for some workshop in the near future. Need to coordinate with YP.</p> <p>Sridhar has been elevated to Senior Member – congratulations.</p>	<p><i>Sridhar to coordinate with Bach.</i></p>
8	<p>Membership Report</p> <p>Current membership numbers are as follows:</p> <ul style="list-style-type: none"> Active members in 2019: 264 Active members in 2020: 266 Active members as at 4 March 2021: ? 	<p><i>Sub-committee (Qi, Yi, Murray, Chanjief) to discuss plan for improving recruitment of members.</i></p>
9	<p>Webmaster Report</p> <p>MARCH 2021 WEBMASTER REPORT</p> <ol style="list-style-type: none"> Added the Minutes page with the February 4th ZOOM Meeting updated minutes to the website. Updated the home webpage moving recent events over to the past events section. Minor changes to the Committee page to reflect additional members who have joined the executive recently. 	
10	<p>Affinity Group Reports</p> <p>YP</p> <ul style="list-style-type: none"> Bach joined a YP virtual seminar. Opportunity to apply to R10 funds for YP activities. Propose for in person event in the near future. 	

	<p>WIE</p> <ul style="list-style-type: none"> • Virtual Networking Tour With Visionary WIE Leaders (8th March 2021) • Kanwal and Bing have registered for this event. <p>LM</p> <ul style="list-style-type: none"> • No formal group to date. • Murray Milner has accepted the Coordination role. 	
11	<p>Student Branch Reports</p> <p>The student branches are reforming for the new year.</p> <p>Succession planning for the respective Chairs needs to be a high priority activity.</p>	<p><i>Student Coordinators at each University need to follow up with Ahbipray and Fangfang concerning succession planning.</i></p>
12	<p>Chapter Reports</p> <p>IEEE Computational Intelligence Society</p> <ol style="list-style-type: none"> 1. Twenty submissions to international conferences 2. Proposal to nominate NZ CIS for best Chapter Award. <p>IEEE Communications Society</p> <ol style="list-style-type: none"> 1. 2021 IEEE Community Workshop: We had a successful community workshop at IQRA academy (YMCA Complex, Rocket Park, Mt Albert Auckland) on Saturday 20 February 2021. About 60 people attended the event mostly students and their parents. This workshop provided an overview of IEEE resources for students and offered an interactive session on some aspects of emerging communication technologies for humanity. Organising Chair A/Professor Sarkar opened the workshop by introducing IEEE mission and vision and role it plays for the professional development of the members of the wider community. The potential benefits of joining IEEE were highlighted. Dr Farhaan Mirza (Auckland University of Technology) gave an interesting lecture 'Revitalizing and preserving languages using technology' followed by interactive Quizzes. 	<p><i>Murray and Yi to coordinate an email to the Chairs of the Joint Chapters to remind them to provide information on events and welcome them to our committee meetings.</i></p>
	<ol style="list-style-type: none"> 2. 2021 Recruiting new Member: We managed to 	

	<p>recruit 24 new ComSoc members mostly PhD students from New Zealand Universities who will contribute to the welfare of the members of the society. This campaign was supported by ComSoc special grant of US\$300 that we received through contestable grant application last year.</p> <p>IEEE PES</p> <p>1. No events to report.</p>	
13	<p>Other Business</p> <p>There was no other business.</p>	
14	<p>Next Meeting</p> <p>Committee meetings will be held regularly on the first Thursday of each calendar month commencing at 4pm and held using Zoom unless otherwise communicated.</p> <p>Hence the next committee meeting will be held on Thursday 1 April commencing at 4pm. Zoom details as per this meeting.</p>	