

# IEEE New Zealand Central Section Committee Meeting

5 August 2021 - 04:00pm –4:58pm

The meeting was held via Zoom.

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**ATTENDEES**     Mei, Yi  
Bailey, Donald  
Milner, Murray  
Harris, Richard  
Nguyen Hoai, Bach  
Chen, Qi (joined at 4:11pm)  
Lensen, Andrew  
Zhang, Fangfang  
Zaida, Kanwal (Joined at 4:16pm)  
Zhang, Mengjie  
Gui, Xiang  
Doronin, Alex  
Xue, Bing (Departed at 4:45pm)  
Chang, Yuan (Joined at 4:15pm)

**APOLOGIES**     Zhang, Fanglue  
Sarkar, Nurul  
Paturkar Abhipray  
Chandrakumar, Chanjief

**AGENDA**

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

Next meeting: Thursday 2 September 2021 commencing at 4:10pm, via Zoom at

<https://vuw.zoom.us/j/95114487623>

	DISCUSSION	ACTION
1	<b>Welcome/Apologies</b>  The Chair welcomed members to the meeting. It was noted that Yuan Chang had not been added to the committee member list – Murray to up date list with Yuan and Andrew Taberner.	
2	<b>Minutes of the last committee meeting</b>	<i>Moved as accepted (Yi, seconder Murray)</i>
3	<b>Matters arising</b>  The Action items were reviewed: <ul style="list-style-type: none"> <li>No progress with a successor for the Webmaster to date – needs urgency although Richard's plans have been delayed due to COVID-19.</li> <li>Ahbipray has taken up a new job and is unlikely to be able to continue with any committee duties.</li> <li>Yuan Chang is now Chair of the Massey Student Branch.</li> </ul>	
4	<b>Chair's Report</b> <ul style="list-style-type: none"> <li>Yi proposed that the Webmaster role be divided into two parts to lessen the workload – this approach is to be pursued.</li> <li>TENCON R10 Conference Call for Papers has been circulated via the website – submissions encouraged by 15 August.</li> <li>Attendance at TENCON 2021 in December 2021 is also encouraged the venue has been confirmed as being AUT in Auckland.</li> <li>R10 has requested that a History Coordination role be established – anyone interested to contact Yi – it was noted that there is plenty of archival material on the website.</li> </ul>	<i>Anyone interested in the Webmaster roles to contact Yi.</i>  <i>Anyone interested in the History Coordination role to contact Yi.</i>
5	<b>Finance Report</b>  Treasurers report for 1/7/2021: <ol style="list-style-type: none"> <li>Our transactions over the last month:               <ol style="list-style-type: none"> <li>The only income was from interest</li> </ol> </li> <li>Our current balances               <ol style="list-style-type: none"> <li>NextGen US\$2310</li> <li>Westpac NZ\$19786</li> </ol> </li> <li>Some expenses are expected over the next two months               <ol style="list-style-type: none"> <li>Postgraduate Symposium in August</li> <li>Joint Brekfast event in September.</li> </ol> </li> </ol>	
6	<b>Industry Coordination Report</b>	

	<p>ENZ has identified a possible speaker for the Joint Institutions Breakfast event – Mt John Clark from Transpower. There was some concern as to whether another speaker from Transpower was appropriate following the Chair in 2018. It was agreed that we should progress the event with the proposed speaker.</p>	<p><i>All to identify potential candidates for the role of Industry Coordinator.</i></p>
7	<p><b>Membership Report</b></p> <p>Current membership numbers are as follows:</p> <ul style="list-style-type: none"> <li>• Active members in 2019: 264</li> <li>• Active members in 2020: 266</li> <li>• Active members as at February 2021: 221</li> <li>• Active members as at March 2021: 231</li> <li>• Active members as at April 2021: 247</li> <li>• Active members as at May 2021: 250</li> <li>• Active members as at June 2021: 253</li> <li>• An increase of 3 in the total number compared to 05/2021</li> <li>• Has an increase of 3 members compared to 06/2020.</li> <li>• It was noted that some Postgraduate memberships had expired – it was expected that this situation would be recovered post the postgraduate symposium.</li> </ul> <p>Membership is progressing well.</p>	
8	<p><b>Webmaster Report</b></p> <ol style="list-style-type: none"> <li>1. Added the Minutes page with the July 1st ZOOM Meeting to the website.</li> <li>2. Updated the home webpage moving recent events over to the past events section.</li> <li>3. Notification of the Lighting Trade Show Event via an eNotice.</li> <li>4. Sent copies of the presentation on "Life After the Application" to our student representatives, Murray and Yi for potential use in future events.</li> <li>5. I have updated the reports from Computational Intelligence and ComSoc virtual DL lecture in the Recent Events Section.</li> <li>6. Added notice of Wireless Workshop.</li> </ol>	
9	<p><b>Affinity Group Reports</b></p> <p><b>YP</b></p> <ul style="list-style-type: none"> <li>• There was no YP meeting in July.</li> <li>• It is aimed to have a YP event in August.</li> <li>• Some YPs will support the Postgraduate Symposium in various roles.</li> </ul> <p><b>WIE</b></p> <ul style="list-style-type: none"> <li>• No events to date as a planned speaker was unable to participate.</li> </ul>	

	<ul style="list-style-type: none"> <li>Proposed that a virtual event be held with the NSW WIE group – being planned for September.</li> <li>Kanwal noted that she is moving to Auckland but will continue teaching at Massey.</li> <li>It was suggested that she continue to work with both the Central and North WIE affinity groups.</li> </ul> <p><b>LM</b></p> <ul style="list-style-type: none"> <li>Email sent to 32 Life Members, including 2 Life Fellows.</li> <li>Responses received from 10 members – most positive.</li> <li>Is this level of interest sufficient to establish an Affinity Group?</li> <li>Murray is to investigate the potential for a NZ LMG</li> <li>Murray participated in the launch of the Region 10 Life Members website on Sunday 25 July 2021.</li> </ul>	<p><i>Murray to investigate the potential to establish a NZ LM Group.</i></p>
10	<p><b>Student Branch Reports</b></p> <ul style="list-style-type: none"> <li>Fangfang is continuing to keep the Victoria Branch active at this stage but needs to identify a successor post the Postgraduate Symposium.</li> <li>The Postgraduate Symposium organisation is being progressed: <ul style="list-style-type: none"> <li>The call for participation has been distributed at both universities,</li> <li>Responses are coming in at both Massey and Victoria,</li> <li>Candidates for judge positions are Yi, Bing, Murray, Donald and Mengjie,</li> <li>Catering is being arranged,</li> <li>Online facilities are being organised for overseas participants,</li> <li>The venue is booked,</li> <li>Transportation will be finalised once numbers are known.</li> </ul> </li> </ul>	<p><i>A successor Student Coordinator at Victoria is needed to replace Fangfang post the Postgraduate Symposium.</i></p>
11	<p><b>Chapter Reports</b></p> <p>The following Chapter Chairs have been identified (repeated for convenience):</p> <ul style="list-style-type: none"> <li><b>Computational Intelligence Chapter:</b> Mengji Zhang</li> <li><b>Power and Energy Chapter:</b> Ramesh Rayudu</li> <li><b>Joint Signal Processing/Information Theory Chapter:</b> Yusuke Hioka</li> <li><b>Joint Instrumentation and Measurement Chapter:</b> Andrew Taberner</li> <li><b>Joint Communications Chapter:</b> Nurul Sarkar</li> <li><b>Joint Robotics and Automation:</b> Weiliang Xu</li> </ul> <p><b>Comsoc Chair report</b></p>	

	<p><b>1. 2021 ComSoc VDL Series:</b> Associate Professor Kaibin Huang (The University of Hong Kong) gave a fantastic talk “6G Intelligent Edge — The Fusion of Communication and Computing” on Thursday 8 July 2021. We had a bit of discussion before the actual talk started at 4 pm. People have enjoyed tutorial-style lectures and learned more about 6G Intelligent edge learning and computing, resource management, and practical applications of edge computing. We thank Prof Huang for his time to deliver this talk. Thanks go to participants for their support and to make the event a grand success. We also thank IEEE ComSoc for financial, and logistic support. Despite the busy time of the year, about 30 people attended the lecture. We had Q/A after the lecture. However, I received positive feedback from the audience indicating that VDL was successful.</p> <p><b>2. 2021 IEEE NZ Wireless Workshop:</b> 27 August 2021 (9:00 am to 5:30 pm). Venue: Maclaurin Lecture Theatre 102, Victoria University of Wellington, Kelburn Campus</p> <p><b>Computational Intelligence</b></p> <p>1. Verbal report was provided with no new events.</p> <p><b>No other Chapter reports were available.</b></p>	
12	<p><b>Other Business</b></p> <ul style="list-style-type: none"> <li>It was noted again that there is a need to start thinking about succession planning for all committee members to ensure continuity through into 2022.</li> <li>Progress is being made on the application for Mengjieto apply for a Fellow of ENZ.</li> </ul>	<i>All committee members to think about their roles and interests for 2022.</i>
13	<p><b>Next Meeting</b></p> <p>Committee meetings will be held regularly on the first Thursday of each calendar month commencing at 4:10pm (to accommodate some lecturing commitments) and held using Zoom unless otherwise communicated.</p> <p>Hence the next committee meeting will be held on Thursday 2 September commencing at 4:10pm. Zoom details as per this meeting.</p>	