

## Minutes of meeting for the IEEE New Zealand Central Section Committee

Held on 9<sup>th</sup> October 2013 at 16:30 via Skype

Present: Murray Milner (chair)  
Keith Morris  
Aaron Reid  
Richard Harris  
Donald Bailey  
Pawel Dmochowski

### 1. Welcome

Murray Milner opened the meeting at 16:30.

### 2. Apologies

Apologies were received from Rahul Mehta, Ian Woodhead, Terence Betlehem and Chuan-Zheng Lee for their absence.

### 3. Minutes of previous meeting

The minutes of the IEEE New Zealand Central Section Committee meeting held on 11<sup>th</sup> September 2013 were discussed and a small number of amendments were identified before being confirmed as a true and correct record. Pawel circulated the amended version to committee members during the meeting.

*Carried unanimously.*

### 4. Matters arising

There were no matters arising – not otherwise covered on the agenda.

### 5. Chair's Report

Murray circulated the following report by email prior to the meeting:

*"Now for some bad news. I have just had confirmation from Rod Drury that he can now no longer do a breakfast event in late October or early November as he will be overseas throughout this period. He is still keen to do an event, but it looks like being in 2014 now. I have also had to close down the venues as they have been chasing me for confirmation.*

*This means that we need to focus on the other events forecast for the remainder of this year. This includes our conference highlights event and the AGM."*

Murray has also signed the petition for the formation of the new Computational Intelligence Chapter for the Section. It has been forwarded to the IEEE MGA for consideration.

### 6. Secretary report

Richard confirmed that he had received correspondence from Noel Gomes in Australia concerning a plan to initiate discussions for an Australia-New Zealand Student/GOLD Congress in 2014 under the ANZSCON brand name. **ACTION:** It was agreed that details of our local GOLD Affinity group should be sent to Richard (together with contacts for the NZ North Section GOLD) as soon as they can be obtained in order to open dialogue on this topic.

### 7. Finance Report:

Donald circulated his report by email prior to the meeting. According to the figures provided in that email, the Section's finances are as follows

Previous balance \$14384.37

Finance report:

Income: \$6.09

Interest \$6.09

Expenditure: \$1815.87

DL Moade Ma expenses \$508.10 (NZCS + CS/SP/IT)

Paul Debevec expenses \$342.50

Jim Morris expenses \$300.00

Wireless Workshop \$600.00

Student membership grants(x2) \$\$65.27

Current balance (8 October): \$12574.59

The above expenses were a result of the Wireless Workshop and 3 speaker expenses. Shared expenses for the DLT talk by Dr Moade Ma between the Section and the CS/SP/IT Chapter.

#### **8. Webmaster report**

Keith noted that he received and forwarded notices of upcoming talks Keith obtained ATNAC 2013 information from Richard Harris. Keith also noted that due to family commitments it was becoming increasingly difficult to manage the website and it had fallen behind with regard to a number of items. A call has gone out to the Section's GOLD group to see if anyone would be willing to take on this role in the future.

#### **9. Membership Report**

Aaron noted the current membership numbers only changed slightly from the previous report. The membership is now 293 members, and there are 54 GOLD members. Approximately 125 inactive members and 54 deemed to be members in arrears. Email was sent to 39 inactive members (inactive for a year) to encourage renewal of their membership.

#### **10. Industry Report**

There had been no feedback from Rahul since he had moved to his new job.

#### **11. Student Branch**

Both Ayesha and Henry were absent. It was noted that it is important to follow up with both regarding the PG Presentation Event. Pawel indicated that Henry needed assistance as he had been pushed rather firmly into the PG role. Ayesha would be contacted (**ACTION:** Donald) to determine the status of the Massey Student Branch and arrangements for the Postgraduate event.

#### **12. GOLD**

In the absence of Rahul, there was no report on GOLD activity. Rahul had previously indicated that he would seek volunteers for positions in the Group including a new leader. **ACTION:** Murray indicated that he would seek out Rahul and discuss succession planning within the GOLD Group. A grant had been received by the GOLD Group from the IEEE and so it would be important to ensure that this was used and not wasted.

As mentioned by Richard in his correspondence report, he has received an email from Noel Gomes which reads (in part):

“The Australian Council is keen to get some high level (Aus/NZ Council) planning going for ANZSCON'14 before discussing this with relevant the Sections. Can you please advise when you'll be back from overseas so we can schedule in some meetings and proceed with the 'expressing of interest'. That will help us save a few weeks, as the idea has been circulated for a while but not actioned.”

### 13. Technical Chapters

a. *Joint Chapter of the Instrumentation and Measurement Society*

No report as Ian was an apology for this meeting.

b. *Joint Chapter of the Communications, Signal Processing and Information Technology Societies*

Terence was an apology for the meeting, but sent the following report to committee members via email:

*“Two seminars hosted by the Chapter and Section over the last month, namely those of Paul Debevec and IEEE Distinguished Lecturer Maode Ma. Both seminars went well. We had a great turnout for Paul Debevec’s seminar, partly due to collaborating with Weta on the promotion. Numbers were a little down for the Dr. Ma’s seminar but there was good representation from IEEE members.”*

c. *Chapter of the Power and Energy Society*

No report. Ramesh was an apology for this meeting.

d. *Chapter of the Computational Intelligence Society*

Petition forwarded by Meng (VUT) to IEEE and awaiting outcome.

It was noted that there is some housekeeping to be performed to organise the consolidation of chapters.

### 14. General Meetings

- Joint Institutions Breakfast event – Rod Drury cancelled until 2014
- Pawel will organize the ICC/ICASSP feedback event (“2013 International Conference Highlights”), now targeting week of 31<sup>st</sup> October. A notice would be needed on the Section website concerning this event.
- 2013 AGM and Dr Mansoor Shafi Award celebration. It was suggested that a celebration for Mansoor Shafi’s award of the New Zealand Order of Merit be held at this year’s AGM.
- AGM: It was agreed that a suitable date would be 26<sup>th</sup> November 2013. **ACTION:** Murray to investigate if the James Cook Hotel would be available for the event. Likely timing would be 6:00 – 8:00pm. As the event is at the same time as conference in Wellington there may be an opportunity to invite one of the keynote speakers to come and deliver an address to the meeting.
- Joint activity with IET – Murray reported that IET has had minimal activity this year but are planning to re-engage with us via future speaker opportunities etc.
- Industry event(s) – none currently identified.
- Future Speaker opportunities (Rod Drury and Ian McCrae)

**15. Conferences**

As discussed under item 14.

**16. Awards**

There were no items to discuss.

**17. AOB**

There was no other business to report.

**18. Next Meeting was scheduled for Wed 13<sup>th</sup> November at 4:30 pm via Skype.**

**19. Meeting concluded at 17:30.**