Minutes of a meeting of the IEEE New Zealand Central Section Committee
Held on 10 April 2013 at 16:30 on Skype

Present: Murray Milner (chair)
Chuan-Zheng Lee
Ayesha Hakim
Keith Morris
Ian Woodhead
Donald Bailey
Terence Betlehem
Aaron Reid
Ramesh Rayudu
Rahul Mehta
Pawel Dmochowski (joined 17:00)

The chair opened the meeting at 16:50.

1. **Apologies**
   An apology was received from Pawel Dmochowski for lateness.

2. **Minutes of previous meeting**
   Aaron/Donald: *That the minutes of the IEEE New Zealand Central Section Committee meeting on 13 March 2013 be confirmed as a true and correct record.* **Carried unanimously.**

   Murray/Donald: *That the minutes of the IEEE New Zealand Central Section Committee meeting on 2 October 2012 be confirmed as a true and correct record.* **Carried unanimously.**

3. **Matters arising**
   There were no matters arising.

The chair's report and secretary's report were skipped, for consideration later in the meeting.

6. **Treasurer's report**
   Donald said there had been a reimbursement for the GOLD event of about $200. Our current bank balance is about $12,500.

7. **Webmaster's report**
   Keith said there was nothing to report.

8. **Membership Officer's report**
   Aaron said there are a total of 260 active members, 61 in arrears, 40 GOLD members, 129 inactive members, 6 Student Members, 40 Graduate Student Members.

   Aaron has asked IEEE Membership Services to confirm that people who have joined as New Zealand Central Section student members are on the database. They are, and they are Graduate Student Members.

Aaron said there is a general e-mail from IEEE going out to members in arrears, and Aaron has compiled an e-mail specific to our Section to send to IEEE to send to those of our members in arrears.

9.   Industry Relations Co-ordinator's report
Rahul said a talk with Telecom on 4G may happen next month, and could be jointly organised with the IET and IPENZ.

10.   Student Branch reports

a.   Massey University Student Branch
Murray welcomed Ayesha, the newly-elected Student Branch chair, to the Committee.

Ayesha said there has not been much undergraduate engagement, and they are planning tutorials and workshops to encourage undergraduate IEEE involvement. They are also working on the Student Branch website with a view to participating in the Region 10 Student Branch Website Contest.

b.   Victoria University of Wellington Student Branch
Henry was not present to give his report.

Action (carried over from 13 March): Henry to follow up with submitting the Student Branch Officer Reporting Form for Victoria University.

11.   GOLD
Rahul said that the GOLD committee are planning to apply to some Region 10 grants to host some major events. They are considering having a combined talk on soft skills and a panel of experienced engineers to talk about their careers.

Rahul said he has also been talking to some people in industry about potential talks, with timeframes yet to be finalised.

12.   Technical Chapters

a.   Instrumentation and Measurement Society (Joint New Zealand Chapter)
Ian said that an I&M workshop was held at the University of Waikato on 18–19 February 2013, organised by Rainer Kunnemeyer, and had 61 delegates attending, 6 keynote presentations, 25 technical paper presentations and 35 people attending the dinner. For comparison, there are a total of 32 I&M Society members in New Zealand.

At the workshop, a meeting of the New Zealand I&M Chapter Committee was held with eight attendees and four apologies. Committee members were confirmed for the second year of the two-year cycle. The venue for the 2014 workshop was confirmed to be at the University of Auckland. There will also be a one-day workshop held at the Auckland University of Technology's Manukau Campus on 24 May.

b.   Communications, Signal Processing and Information Theory
Terence said that there was nothing to report.

Murray said that he has started discussions with the N/S sections about the structure of the COM/SP/IT groups, and expecting to hear feedback in next couple of weeks.

c. Power and Energy Society
Ramesh will send e-mails seeking nominations for the Outstanding Engineer award soon.

13. General meetings
Murray said that he has sent the Committee a plan and would like feedback on it.

The discussion on the 2013 work plan was skipped, for consideration later in the meeting.

The discussion on technical sponsorship of the Image and Vision Computing Conference was skipped, for consideration later in the meeting.

15. Conferences

b. Region 10 Student/GOLD/WIE Congress
There was discussion on the extent to which the Section will financially support the travel of delegates to the Region 10 Student/GOLD/WIE Congress 2013, to be held in Hyderabad from 11 to 14 July.

Owing to technical difficulties, the meeting was adjourned at 17:41.