Minutes of a meeting of the IEEE New Zealand Central Section Committee
Held on 13 March 2013 at 16:30 on Skype

Present: Murray Milner (chair)
Chuan-Zheng Lee
Richard Harris
Keith Morris
Donald Bailey
Aaron Reid
Rahul Mehta (left 17:34)
Henry Williams
Ramesh Rayudu

The chair opened the meeting at 16:41.

1.   **Apologies**
Apologies were received from Yousuf Mughal and Terrence Betlehem for absence.
An apology was received from Pawel Dmochowski for lateness.

2.   **Minutes of previous meeting**
The following amendments were made to the draft minutes:

- An apology had been received from Richard Harris for absence.

Richard/Aaron: *That the minutes of the IEEE New Zealand Central Section Committee meeting on 13 February 2013, as amended, be confirmed as a true and correct record.* **Carried unanimously.**

3.   **Matters arising**
The minutes from the Committee meeting of 2 October 2012 are to be confirmed next meeting.

4.   **Chair's report**

   a.   **Region 10 Meeting**
Richard gave an account of proceedings at the recent IEEE Region 10 Meeting.

Region 10 Student/GOLD/WIE Congress in Hyderabad—A formal invitation has now been extended. Registration is US$150 per delegate.

Educational Activities—Murray noted that educational activities are starting to get momentum around the Region, in terms of how to help teachers educate students with an interest in engineering. Programmes are available via IEEE Headquarters and Region 10 for this purpose.

Women in Engineering—Murray has asked for assistance with encouraging women to be involved from other Sections and the Region. Rahul said that a similar problem exists with female attendance at GOLD events.

Murray said that there was no New Zealand Council meeting at this Region 10 Meeting, which was noted to be a break from past practice. Richard asked if he was invited to a joint Australia Council–New Zealand Council meeting; Murray said he was

not, but he went to two dinners with the Australian representatives and they were very hospitable and inclusive.

Richard asked who the new Australia Council chair is. Murray said it is Lance Fung.

5. **Secretary's report**
Chuan-Zheng noted that there is upcoming webcast training for Section officers. Murray noted there was some discussion about financial transaction data entry at the Region 10 Meeting, and there would be efforts to make it possible to upload a CSV file rather than entering transactions individually, as is currently the case.

Murray said that there appeared to be no feedback from the financial reporting form as to complete entry; Donald said he had received an e-mail to that effect.

6. **Treasurer's report**
Donald said there has been income of approximately $5 for interest and expenditure of approximately $160 for five student grants.

Rahul asked if Donald had received the request for funding for the GOLD event. Murray noted that he had approved $300 for a GOLD event on 13 March to be held in collaboration with IPENZ and it would be advisable for this funding to be approved by the Section Committee.

Henry said that he can't access the Student Branch Officer Reporting Form until his account is registered as a volunteer account.

Action: Henry to follow up with submitting the Student Branch Officer Reporting Form for Victoria University.

7. **Webmaster's report**
Keith was struck by technical difficulties and was not able to give his report.

8. **Membership Officer's report**
Aaron said that there are currently 250 members, a further 60 members in arrears and a further 154 inactive members.

There are 38 GOLD members and 4 student members.

Donald said that 17 students had been given grants for membership, so there should be more than 4 student members

Action: Donald to forward a list of names to Aaron, who will check those against SAMIEEE and/or ask IEEE Membership Services to check that those people have joined as New Zealand Central Section student members.

Action: Aaron and Murray to work on e-mails to send to members in arrears and inactive members.

9. **Industry Relations Co-ordinator's report**
Rahul has been liaising with potential speakers from Telecom regarding a talk outlining their 4G plans.

10. **Student Branch reports**

    a. **Massey University Student Branch**
    Yousuf was not present to give his report.

    b. **Victoria University of Wellington Student Branch**
    Henry said that the Victoria Engineering Club (VEC) is the main engineering body at Victoria University, and their AGM is next week. He has also been coordinating with Yousuf.

    Chuan-Zheng asked what the views of VEC are with respect to engineering institutions like IEEE. Henry said that they have tried to arrange events jointly with IPENZ and IEEE a couple of times, but largely VEC runs its own programme, and is in principle very keen to coordinate with the institutions.

11. **GOLD**
    Rahul said that the talk on entrepreneurship, to be given by Ian Mills, is on tonight.

    Murray asked if GOLD had any further thoughts on professional development topics. Rahul said it would be good to get someone who does this as a professional to give a talk on soft skills, but they haven't identified any people who can do this. Murray said that he would think about potential candidates for such subjects and encouraged the Committee to do the same.

12. **Technical Chapters**

    a. **Instrumentation and Measurement Society (Joint New Zealand Chapter)**
    Ian was not present to give his report.

    Murray said that the three New Zealand Section chairs had a discussion at the Region 10 Meeting and agreed that they would agree between them on a few options, and propose those options to the various Chapter chairs. It was noted that the Information Theory group only has nine members nationwide.

    b. **Communications, Signal Processing and Information Theory**
    Murray said that Terence had advised that they had had a talk by Prof Dr-Ing Walter Kellermann on "ICA-based signal extraction in complex acoustic scenes", held at Callaghan Innovation on 5 March.

    c. **Power and Energy Society**
    Ramesh said that the PES had run a talk on 13 February.

    Ramesh said that our bid for International Smart Grid Technologies Conference was unsuccessful, with hosting rights being awarded to Malaysia instead. We will rebid for 2015.

13. **General meetings**
    Murray asked if there was interest in a Distinguished Lecturer talk from Dr Mark E Davis on foliage penetration radar.

    It was noted that the IET is relatively inactive at the moment.

14. **Work plan**

Items included:

- Communications, Signal Processing and Information Theory chapters

- Women in Engineering

- Educational Activities

- Student Branches

Richard suggested looking into whether there are reasons behind the recent decline in membership.

15. **Conferences**

a. **Image and Vision Computing Conference**

Ramesh said that Meng, who is chairing the Image and Vision Computing Conference, and he are pursuing whether it is possible for the proceedings of the conference can be published on IEEEXplore.

Murray noted that for proceedings to be published on IEEEXplore, there needs to be active IEEE involvement and a rigorous peer review process.

Ramesh asked whether the Section could be the technical sponsor of the conference. There was discussion on the mechanics of IEEE sponsorship of a conference.

b. **Region 10 Student/GOLD/WIE Congress**

Murray asked the Committee to consider whether the Section will sponsor delegates the Region 10 Student/GOLD/WIE Congress. It is from 11 to 14 July. Richard suggested sponsoring one representative from each Student Branch and one representative from the GOLD Affinity Group, but noted that that would be a significant amount of funds to dedicate to this.

16. **Awards**

There was no business under this item.

17. **Other business**

There was no business under this item.

18. **Next meeting**

The next meeting will be 10 April 2013 at 16:30.

The chair closed the meeting at 17:47.