

Minutes of a meeting of the IEEE New Zealand Central Section Committee

Held on 8 May 2013 at 16:30 on Skype

Present: Murray Milner (chair)
Chuan-Zheng Lee
Richard Harris
Terence Bethlehem
Aaron Reid
Rahul Mehta
Pawel Dmochowski (joined 16:41)
Keith Morris (joined later)

The chair opened the meeting at 16:40.

1. Apologies

Apologies were received from Donald Bailey and Ian Woodhead for absence.

2. Minutes of previous meeting

Richard/Aaron: *That the minutes of the IEEE New Zealand Central Section Committee meeting on 10 April 2013 be confirmed as a true and correct record. Carried unanimously.*

3. Matters arising

Pawel mentioned that the talk from Jim Morris should be added to the agenda.

4. Chair's report

a. Work plans

Murray stressed the need to add items to the work plan for 2013.

5. Secretary's report

Chuan-Zheng said there had been correspondence from IEEE Headquarters regarding the Section's technical sponsorship of the International Conference of Image and Vision Computing New Zealand (ICVNZ).

6. Treasurer's report

Murray spoke to Donald's report.

There has been about \$5 in interest, \$240 in expenses including reimbursement to a Distinguished Lecturer of \$59.89 and expenses for the Massey Student Branch annual general meeting of \$180.81, plus a student membership grant of \$31.75. The current bank balance is \$12,309.07. This year's Section rebate has yet to be received. It was noted that the Section has committed \$2000 to fund travel to the IEEE Region 10 Congress in Hyderabad.

7. Webmaster's report

Keith said that the website has been relatively quiet recently.

Richard said that there is an upcoming seminar for ITNAC and IT specialists to be posted to the website. Ramesh mentioned that details of IVCNZ could be posted.

8. Membership Officer's report

Aaron said that there are currently 267 members and a further 61 members in arrears. There are 3 new members since the last meeting, 41 GOLD members, 8 Student Members, 4 Graduate Student Members, and 127 inactive members.

A letter went out to people in arrears just prior to last meeting. In three months, we will submit Section-specific details for an e-mail to those in arrears, to Membership Development at IEEE Headquarters.

Murray suggested sending a letter to those members directly from the Section.

Richard mentioned that he had received an e-mail with membership statistics from Region 10, and asked who else had received it. He will forward it on to the Committee.

9. Industry Relations Co-ordinator's report

Rahul said he has confirmation from Telecom that someone has agreed to give a talk on cellular offloading. It will be a lunchtime talk, similar to the Vodafone talk last year at the same place (Spectrum Theatre). It will be on 12 June, there will be refreshments after the talk, and there is an intention to hold it jointly with the IET like last year, possibly with IPENZ too. The speaker has been asked to make the content generic, as the audience will not necessarily be communications-specialised. Rahul said he was thinking of 4G but the speaker came up with this topic.

Action: Chuan-Zheng to approach IET, Murray to approach IPENZ, about co-operating with this event.

Breakfast event: Murray said we normally aim for July, but this could be as late as September (but no later). Rahul asked for suggestions for speakers. Richard said we've had speakers in communications and power in recent years, so it would be worthwhile thinking of another representative group. Pawel suggested JP Lewis, who used to work for Weta. Murray suggested Ian Mills' company, with a talk about their products on the market. Neville Jordan was suggested, possibly for 2014. The CEO of Orion Health was also suggested.

10. Student Branch reports

a. Massey University Student Branch

Richard spoke to Ayesha's report. The Student Branch has recently organised an event.

b. Victoria University of Wellington Student Branch

Pawel spoke to Henry's report. The Victoria Engineering Club has recently organised an event.

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 next event will be in July, and will be delivered by the CEO of Telecom on career development.

The GOLD Affinity Group has been successful in getting a US\$500 grant from Region 10 as part of the Region 10 GOLD Initiative Grants. The event is titled “Moving your career forward” and has an emphasis on career development.

12. Technical Chapters

a. Instrumentation and Measurement Society (Joint New Zealand Chapter)

Committee members referred to an e-mail from Ian in his absence. A one-day workshop on smart sensors is being organised by the I&M Society for 24 May at AUT University.

b. Communications, Signal Processing and Information Theory

Terence said that Distinguished Lecturer Professor V John Mathews has offered to visit the Section to give a talk. Committee members expressed support for the visit.

Chapter restructuring. The current proposal is to split the Communications Society Chapters by Section, and remove the Signal Processing and Information Theory merger, so that there are separate Communications Society Chapters for all three New Zealand Sections and one joint New Zealand Signal Processing and Information Theory Societies Chapter.

c. Power and Energy Society

Ramesh not present to give report.

13. General meetings

Pawel said that Distinguished Lecturer Professor Jim Morris of Portland State University, Oregon, would be able to give a talk on nanoelectronic adhesives. He proposed that Section funding be at the standard \$300–\$400 level.

It was noted that there is a need to agree on a date for the postgraduate presentation series.

Action: Murray to send a note outlining plans for the postgraduate presentation series, possibly in semester break.

There is an offer still standing from Distinguished Lecturer Dr Mark Davis on foliage penetration radar. Murray noted that there does not seem to have been much interest from the Committee on this.

14. Work plan

Murray said that work has started on the COM/SP/IT restructuring.

It was noted that there has not been much discussion on the issue of student membership subsidies.

15. Conferences

a. Image and Vision Computing Conference

It was noted that the Memorandum of Understanding for technical sponsorship of the Image and Vision Computing Conference has been signed.

b. Region 10 Student/GOLD/WIE Congress

Rahul said that the delegates are still working among themselves to determine an appropriate distribution of funding. He noted that \$2000 won't support everyone so there was a need to decide who would attend. We are still trying to leverage other funds.

Pawel said he will approach Victoria University of Wellington about whether it is possible for the University to support Henry to attend.

Action: Pawel to approach Victoria University of Wellington about whether it is possible for the University to support Henry to attend.

Action: Murray to chase up Region 10 with their offer to waive the registration fee.

Pawel asked how many would be attending. Rahul said potentially three people. Flights are up to \$1800 so some personal funding would be involved.

Richard said that he had approached Massey University about supporting Ayesha to attend and they were not convinced there was anything in it for them.

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 19 June 2013 at 16:30. Murray tendered his apologies for the next meeting.

The chair closed the meeting at 17:36.