

# IEEE NZCS Committee Meeting

## Minutes: Tuesday 7 June 2016 at 4:30 via Skype

Present: Donald Bailey                      Xiang Gui                      Akbar Ghobakhlou                      Mengjie Zhang  
           Duncan Hall                            Ramesh Rayudu                      Harsh Tataria  
           Fernando Castellanos                  Yi Mei                              Gourab Sen Gupta

Item	Discussion	Actions
1	<b>Welcome (Donald Bailey)</b>	
2	<b>Apologies</b> Richard Harris, Murray Milner, Aaron Reid	
3	<b>Minutes of last committee meeting (3 May 2016)</b> accepted as a true and accurate record of the meeting.	
4	<b>Matters arising</b> <ul style="list-style-type: none"> <li>• 50th anniversary plans (Donald &amp; Murray)</li> <li>• WIE outreach plan (Bing) - no report due to absence</li> <li>• Joint Institutions Breakfast plans (Murray) – no report as Murray could not join the meeting.</li> <li>• Changing of signatories (Ramesh &amp; Fernando)</li> <li>• Special Interest Group on Humanitarian Technology (SIGHT) (Sudhir &amp; Murray)</li> </ul>	<b>Donald</b> to discuss with <b>Murray</b> the activities that can be done.  <b>Ramesh</b> to arrange with <b>Fernando</b> . <b>Sudhir</b> and <b>Murray</b> to report.
5	<b>Chair's report</b> <ul style="list-style-type: none"> <li>• Plan to incorporate IEEE NZ as a separate entity for legal reasons.</li> </ul>	
6	<b>Finance report (Ramesh Rayudu)</b> <ul style="list-style-type: none"> <li>• Current bank balance \$10,843.</li> <li>• IEEE rebate cheque of US\$4,287 to be deposited.</li> <li>• A few cheques to sign for IEEE student membership claims.</li> </ul>	
7	<b>Membership report (Aaron Reid)</b> <ul style="list-style-type: none"> <li>• A series of membership drive letters were sent out over the last month.</li> </ul>	
8	<b>Webmaster report (Richard Harris)</b> Richard circulated his report before this meeting, reporting the following activities: <ul style="list-style-type: none"> <li>• Updated the website with announcements and distributed eNotices on two upcoming DL visits:               <ul style="list-style-type: none"> <li>– Prof Jalel Ben-Othman on 8th June</li> <li>– Prof. Hisao Ishibuchi on 17th June</li> </ul> </li> <li>• Updated the website with TENCON revised CFP.</li> <li>• Callout for new members – eNotice sent on 17th May.</li> <li>• Moved completed events to the Recent Events section of website.</li> </ul>	
9	<b>Student/YP/WIE/Chapter plans and reports</b> <ul style="list-style-type: none"> <li>• Victoria Student Branch (Harsh Tataria)               <ul style="list-style-type: none"> <li>- Postgraduate presentation event – Harsh has been working with Mengjie on the following arrangements: Tuesday 30 August 10am-5pm, VUW room booked, cost of food \$400~\$500 depending on the number of participants. CFP circulated to the committee.</li> <li>- Had a few new sign-ups for the IEEE student membership.</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>• I&amp;M Chapter (Akbar Ghobakhlou) <ul style="list-style-type: none"> <li>– Associate Professor Andrew Taberner from Auckland University has accepted the role of Distinguished Lecturer of the Society.</li> <li>– The Chapter is supporting the bid led by Gourab Sen Gupta to bring I2MTC conference to NZ in 2019. I2MTC 2016 was held in Taiwan and a few people from Massey University including Gourab Sen Gupta attended.</li> </ul> </li> <li>• CI Chapter (Mengjie Zhang) <ul style="list-style-type: none"> <li>– The Distinguished Lecture by Prof Hisao Ichibushi is being held next week. Section will support around \$400 and extra help can be drawn from the Chapter funds.</li> <li>– Mengjie, with support from Tourism New Zealand, is preparing the bid for IEEE Congress on Evolutionary Computation (CEC) 2019. Donald cautioned that the Section and Chapters must not take financial liability in conference organisation, as the Section is not an incorporated entity.</li> </ul> </li> <li>• PE Chapter (Ramesh Rayudu) <ul style="list-style-type: none"> <li>– The Distinguished Lecture by Prof Jalel Ben-Othman is being held tomorrow in the Government Building at 5pm. Thanks to Harsh for local arrangements.</li> <li>– A Chapter talk by the IEEE PES President who is coming to NZ for a conference is to be confirmed. Date is likely between 20th and 22nd June.</li> </ul> </li> </ul>	<p><b>Akbar</b> to send <b>Richard</b> a brief report on the Lincoln workshop for inclusion in the website.</p>
10	<p><b>Other business</b> Relevance Brainstorm Meeting, Friday 24 June, 10am – 12pm, Room AM411 (Alan MacDiarmid Building), VUW. Meeting agenda circulated.</p>	<p><b>All committee members</b> as well as other IEEE members are encouraged to attend.</p>
11	<p><b>Relevance brainstorm – Friday 24 June</b> <b>Next meeting – Tuesday 5 July</b></p>	

Meeting closed at 5:10 pm.