

IEEE NZCS Committee Meeting

Minutes: Tuesday 3 May 2016 at 4:30 via Skype

Present: Donald Bailey Xiang Gui Aaron Reid Yusuke Hioka
 Richard Harris Murray Milner Sudhir Singh
 Fernando Castellanos Yi Mei Gourab Sen Gupta

Item	Discussion	Actions
1	Welcome (Donald Bailey)	
2	Apologies Duncan Hall, Harsh Tataria, Akbar Ghobakhlou, Mengjie Zhang	
3	Minutes of last committee meeting (5 April 2016) accepted as a true and accurate record of the meeting.	
4	Matters arising <ul style="list-style-type: none"> • 50th anniversary plans (Donald & Murray) • WIE outreach plan (Bing) - no report due to absence • Joint Institutions Breakfast plans (Murray) Murray approached Scott Houston for a presentation on "Push the Big Green Button". • Relevance brainstorm Poll indicates 24 June or 30 June. • eNotice asking existing members to forward to Aaron contact details of their colleagues and friends who are interested in joining IEEE • Second banner (Murray) 	<p>Donald to discuss with Murray the activities that can be done.</p> <p>Murray to liaison with Scott to agree on a date for the event.</p> <p>To be held on Friday 24 June 10-12pm in a meeting room at Victoria University of Wellington.</p> <p>Aaron to work with Richard to sort out the eNotice, and also to confirm if the membership fee is half-price now.</p> <p>Murray to arrange soon.</p>
5	Chair's report <ul style="list-style-type: none"> • A photo of the plaque is now on the website. 	
6	Finance report (Ramesh Rayudu) <ul style="list-style-type: none"> • The outstanding cheques have been signed. • A new cheque book is with Donald. • Changing of signatories Remain unchanged at the moment. Need to replace Mansoor with Fernando. 	Ramesh to arrange with Fernando .
7	Membership report (Aaron Reid) <ul style="list-style-type: none"> • 254 254 current active members • 55 52 in arrears • 75 76 Young Professionals 	Aaron to send reminder emails to members in arrears by Friday.
8	Webmaster report (Richard Harris) Richard added the following items: <ul style="list-style-type: none"> • Minutes of the April Central Section Committee Meeting • Report on the first lecture of the Wellington Engineering and Science Festival 2016 – Lecture Series. • Information on I&M Society Workshop on smart sensing for agricultural and environmental monitoring. An eNotice was also circulated. 	<p>Sudhir to follow up with Harsh to send photos and a short summary of the social networking evening to Richard for inclusion in the website.</p>

9	<p>Student/YP/WIE/Chapter plans and reports</p> <ul style="list-style-type: none"> • Young Professionals (Sudhir Singh) <ul style="list-style-type: none"> - Sudhir has arranged 3 young professionals as volunteer helpers for the Space & Science Festival 2016 hosted by Onslow College, Wellington on 14 May. Murray suggested connecting this with the ongoing Wellington Engineering and Science Festival. - Sudhir is also in the process of establishing contact with the new R10 Young Professionals Coordinator for funding. • I&M Chapter (Akbar Ghobakhlou) <ul style="list-style-type: none"> - Akbar Ghobakhlou from AUT is the new chair. - The workshop on smart sensing for agricultural and environmental monitoring held on 18 April had around 50 participants from research institutions and industry. It is being considered to run the 2017 workshop at University of Canterbury. • CI Chapter (Mengjie Zhang) <p>Mengjie could not join this meeting due to technical issues. He emailed committee the following details:</p> <ul style="list-style-type: none"> - A small technical talk by A/Prof Xiaodong Li from RMIT University (who is also the Vice Chair of the IEEE Australia Victoria Chapter on CIS) on Friday. - A Distinguished Lecture by Prof Hisao Ichibushi (IEEE Fellow) from Japan in Mid-June. Section support in the range of \$400 - \$500 is requested. - Around 15 papers from the Chapter have been accepted by IEEE WCCI 2016 and 12 people from the Chapter will attend the conference in Vancouver in July. - Mengjie was appointed this year to chair the IEEE CIS Emergent Technologies Technical Committee, which has over 40 members from the five continents and 17 task forces (subcommittees). - Bing was appointed as a member of the IEEE CIS Women Committee (WCI) and a member of the CIS ETTC Committee this year, and will continue to be a member in the ECTC committee. • SP/IT Chapter (Yusuke Hioka) <p>Yusuke Hioka from the University of Auckland is the new chair.</p> • Comms Chapter 	<p>Akbar to consider sending a brief report on the workshop for inclusion in the website.</p> <p>Mengjie to arrange advertising the event through the Section.</p> <p>Aaron to chat with Yusuke regarding Distinguished Lecturer visits and chapter-related matters.</p> <p>Yusuke to email Donald information on Comms Chapter in the North.</p>
10	<p>Other business</p> <p>Murray and Ramesh has discussed arranging 1 or 2 events under the humanitarian banner based on VUW's work on getting power supply to remote areas in developing countries.</p>	<p>Sudhir and Murray to set up a special interest group on humanitarian technology involving young professionals.</p>
11	<p>Next meeting – Tuesday 7 June</p> <p>Relevance brainstorm – Friday 24 June</p>	<p>Early apology from Richard. Potential apology from Murray.</p>

Meeting closed at 5:09 pm.