The meeting was held via Skype.

ATTENDEES  Donald Bailey, Xiang Gui, Gourab Sen Gupta, Richard Harris, Steven Le Moan, Ken Mercer, Murray Milner, Abhipray Paturkar.

APOLOGIES  Chanjief Chandrakumar, Kanwal Zaidi, Nurul Sarkar, Mengjie Zhang


Next meeting: April 3, 2019
<table>
<thead>
<tr>
<th>DISCUSSION</th>
<th>ACTION</th>
</tr>
</thead>
</table>
| 2 Minutes of the last committee meeting | Moved as accepted: Murray (Richard)  
Correction: not “are they happy to continue?” but “who is the chair?” |
| **Matters arising**  
Facebook page of the section created: facebook.com/ieeenzcs  
Recent IEEE Instrumentation & Measurement event in Palmerston North. | Sen to give a report. |
| **Chair report (Murray)**  
Region 10 meeting in Melbourne (March 2-3, 2019).  
- 1/3 of IEEE globally: more balance? Important discussion at this point in time.  
- How to bring students in? Retention is a problem. Change in the fee structure to come? Student -> YP -> member  
- Move afoot to try and get region, sections and chapters to cooperate better.  
- Conferences: quite a session on technical co-sponsorships. Section needs to take on a workload to make sure reviews are good. There’s been complains about delays: it’s taking a long time. Too many papers and conferences are not carefully reviewed. Plagiarism is recurrent.  
- Up the frequency of R10 newsletter: we need to contribute to articles for it. | Murray to write a report for the website.  
Council chair report (Donald)  
- Application for incorporation is going slowly  
- ANZ student congress in July in NZ South. They have requested help in terms of organising in terms of WIE and YP programs. |
| **Financial Report (Yi)**  
No progress with respect to banking fees.  
400 NZD offered to student. He will do a presentation when returning to NZ. | Steven, Yi and Kanwal to get in touch with NZ South Section. Suggest guest speakers, encourage our members to attend. |
| **Membership Report (Abhipray)**  
The attached report was sent out prior to the meeting. | |
| **Webmaster Report (Richard)**  
The following report was sent out prior to the meeting.  
- Uploaded the AGM minutes (they can only be labelled as Draft until next AGM of course).  
- Added information about the latest TENCON conference | Photo of the plaque (outstanding small section) to be added on the website. |
CFP
- Added details of the next ITNAC conference as they relate to it being held in Auckland this year. (Announcement was courtesy of Nurul.)

Chapters / YP / WIE / Student Reports

ComSoc
If we are to be involved in technical co-sponsorship (see Nurul’s mail), we need to make sure papers are well reviewed.

YP
Any suggestions from the committee for speakers on AI? Donald: involvement in NZCon?

Student
The attached report was sent out by Abhipray prior to the meeting.

CIS
The following report was sent out by Mengjie prior to the meeting.

1. Postgraduate Presentation this year: Arif contacted us for a possible day for this year’s Postgraduate Presentation, and I suggested Monday 26 August. I think Ramesh and Yi also recommended this day. The Committee can consider. If possible, I would like to suggest we determine the time and venue and advertise it in June (or July at the latest).

2. CIS Chapter: IEEE CEC 2019 received 773 submissions, and the paper is currently under review. The venue has been finalised and many keynote speakers have also been sorted. We are arranging the publications with IEEE and have almost done.

Instrumentation and measurement
Conference in Auckland looking good. Local chapter very active. Donald will give a talk.

Wireless workshop: let us check if we need to provide support.

Other Business


Yi and Steven to prepare a programme for 2019.

Yi to provide a CfP to distribute.
Membership Development Report
IEEE Region 10 - Asia & Pacific-NZ Central Subsection

This is the first draft of membership development report which details the current statistics of the IEEE NZ Central Section
Roles and Responsibilities

- Receiving mailings of membership materials from IEEE Operations Centre
- Monitoring a current record of membership
- Working with other volunteer leaders to develop, execute and monitor plans and goals for membership growth, retention, and recovery
- Analysing membership information and trends to identify membership problems and opportunities
- Ensure adequate supplies of membership development materials are available for distribution at appropriate venues within your entity (chapter meetings, conferences, job fairs, etc.)
- Communicating regularly with the Regional or Society Membership Development Officer.
### Active Members of NZ Central Section

<table>
<thead>
<tr>
<th>Region Council</th>
<th>Section</th>
<th>Grade Category</th>
<th>Grade</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>R10 New Zealand Council</td>
<td>New Zealand Central Section</td>
<td>IEEE Grades</td>
<td>Associate Member</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Fellow</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Graduate Student Member</td>
<td>32</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Life Fellow</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Life Member</td>
<td>14</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Life Senior Member</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Member</td>
<td>137</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Senior Member</td>
<td>29</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Student Member</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Other Grades</td>
<td>Affiliate</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total</td>
<td>242</td>
<td>-------</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Region Council</th>
<th>Section</th>
<th>Grade Category</th>
<th>Grade</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Zealand N.</td>
<td>Graduate Student Member</td>
<td>Total</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td>243</td>
</tr>
</tbody>
</table>

### Active Student Members

<table>
<thead>
<tr>
<th>Region</th>
<th>Council</th>
<th>Section</th>
<th>Grade Category</th>
<th>Grade</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>R10</td>
<td>New Zealand Council</td>
<td>New Zealand Central Section</td>
<td>Graduate Student Member</td>
<td>30</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Student Member</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td></td>
<td>New Zealand N.</td>
<td>Graduate Student Member</td>
<td>Total</td>
<td>36</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
IEEE-TechNoSoC Joint Welcome Program for Newcomers

The IEEE Student Activities Committee- Massey University

Abhipray P. Paturkar
Membership Development Officer, NZ Central Section
The IEEE Student Activities Committee of Massey University, New Zealand welcomed new Engineering and Food Technology students, along with “TechNoSoc”, another technology-related society of Massey. We organized a promotional desk to promote IEEE and its activities within the university by demonstrating the benefits of being an active IEEE member. The event was held in the Atrium, Massey University on February 22, 2019 from 3 to 3.30 pm.
We described the IEEE activities that are being generally undertaken in the university and within the New Zealand Central section, and encouraged the students to join IEEE. Approximately 20 students visited the desk and many of them are interested to be a part of IEEE.

This event was a great success as we were able to share our IEEE experience with the students and encouraged them to join. In addition, it was, indeed, a good experience for the committee to interact with the students. The success of the event has largely motivated us to hold similar events in the future and we appreciate all your support.