

IEEE New Zealand Central Section Committee Meeting

August 7, 2019 4:00pm – 4:33pm

The meeting was held via Skype.

ATTENDEES Donald Bailey, Chanjief Chandrakumar, Richard Harris, Steven Le Moan, Murray Milner, Yi Mei, Abhipray Paturkar

APOLOGIES Nurul Sarkar, Xiang Gui, Gourab Sen Gupta

AGENDA

- 1) Welcome / Apologies
- 2) Minutes of last committee meeting
- 3) Matters arising
- 4) Chairs report
- 5) Finance report
- 6) Membership report
- 7) Webmaster report
- 8) Chapter/YP/WIE/Student reports
- 9) Other business

Next meeting: **September 4, 2019**

| | DISCUSSION | ACTION |
|---|---|---|
| 2 | Minutes of the last committee meeting | <i>Moved as accepted: Murray (seconded: Steven)</i> |
| 3 | <p>Matters arising</p> <p>IEEE postgraduate event (26th August) <u>Abhipray</u>: discussion about budget for lunch with School of Food & Advanced Technology at Massey. Looking at about \$750 in total. Possibility of SF&AT contribution to this cost. Emails have been sent to postgraduates lists at Massey and elsewhere.</p> <p><u>Murray</u>: move resolution to fund up to \$750 for event (seconded: Donald). How about cost for transport for Victoria University students. Cost of prizes? <u>Abhipray</u>: Not yet completely taken care of.</p> <p><u>Donald</u>: additional \$200 for the prizes (all included). Moved: Murray, seconded: Donald.</p> | <i>Abhipray to take care of the last "bits and pieces": certificates, judges,...</i> |
| 4 | <p>Chair report (Murray)</p> <p>Joined Institutions Breakfast Event: first notice gone out. 3-4 registrations so far.</p> <p>Ragu's presentation took place.</p> <p>EEA event: about 22 people present at talk (about half were IEEE members)</p> <p>Donald: seminar at Massey (Sven Simon), 42 people in the audience.</p> | <p><i>Murray to write up a brief report for website.</i></p> <p><i>Donald to write up a brief report for website.</i></p> |
| 5 | <p>Financial Report (Yi)</p> <p>Business as usual. Most major recent expense: ANZCON attendance for two Section members.</p> | |
| 6 | <p>Membership Report (Abhipray)</p> <p>The attached report was sent out prior to the meeting.</p> | |
| 7 | <p>Webmaster Report (Richard)</p> <p>The following report was sent out prior to the meeting:</p> <ol style="list-style-type: none"> 1. Shifted some events that have been completed and placed them in the recent events section or in the past events archive. 2. Added the previous meeting minutes. 3. Produced several e-Notices (each with a reminder recall closer to event) as well as including them on our website, viz: <ul style="list-style-type: none"> · Talk by Prof Sven Simon - VW-Siftung Project (Donald) · Joint IEEE, IET, EngNZ annual breakfast event (Murray) 4. Updated the link to the R10 Newsletter article about our Section Award containing the article written by Steven Le | |

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| | Moan and published on R10 website. | |
| 8 | Chapters / YP / WIE / Student Reports YP (Steven) Potential speaker for YP event in late November: Dr. Philipp Urban. Students (Chanjief) Elections next week. | <i>Steven to draft a budget.</i> |
| 9 | Other Business | |

JULY
2019

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

Abhipray Paturkar



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

| Region | Council | Section | Grade Category | Grade | Total |
|--------|---------------------|-----------------------------|-------------------------|-------------------------|-----------|
| R10 | New Zealand Council | New Zealand Central Section | IEEE Grades | Associate Member | 6 |
| | | | | Fellow | 3 |
| | | | | Graduate Student Member | 36 |
| | | | | Life Fellow | 2 |
| | | | | Life Member | 15 |
| | | | | Life Senior | 6 |
| | | | | Member | 160 |
| | | | | Senior Member | 30 |
| | | | | Student Member | 4 |
| | | | | Other Grades | Affiliate |
| | | | Total | | 271 |
| | New Zealand N.. | IEEE Grades | Graduate Student Member | 1 | |
| | | Total | | 1 | |
| | Total | | | 272 | |