

# IEEE New Zealand Central Section Committee Meeting

1 July 2021 - 04:00pm –05:10pm

The meeting was held via Zoom.

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**ATTENDEES**     Mei, Yi  
Bailey, Donald  
Milner, Murray  
Harris, Richard  
Nguyen Hoai, Bach  
Chen, Qi  
Zhang, Fanglue  
Lensen, Andrew (joined around 4:15pm)  
Zhang, Fangfang  
Zaida, Kanwal  
Zhang, Mengjie (joined at 4:15pm)  
Gui, Xiang  
Doronin, Alex  
Xue, Bing  
Paturkar Abhipray  
Chang, Yuan

**APOLOGIES**     Pulikanti, Sridhar  
Sarkar, Nurul  
Chandrakumar, Chanjief

**AGENDA**

1. Welcome / Apologies
2. Minutes of the last meeting
3. Matters arising
4. Chairs report
5. Finance report
6. Industry Coordination report
7. Membership report
8. Webmaster report
9. Affiliate group reports (YP, WIE, LM)
10. Student Branch reports
11. Chapter reports
12. Other business
13. Next meeting

Next meeting: Thursday 5 August 2021 commencing at 4pm, via Zoom at  
<https://vuw.zoom.us/j/95114487623>

	DISCUSSION	ACTION
1	<b>Welcome/Apologies</b>  The Chair welcomed members to the meeting. A special welcome was made to two new members, being: <ul style="list-style-type: none"> <li>• Andrew Taberner, Chair of Joint Instrumentation and Measurement Chapter</li> <li>• Yuan Chang, new Chair of Massey Student Branch</li> </ul>	
2	<b>Minutes of the last committee meeting</b>	<i>Moved as accepted (Murray, seconder Donald)</i>
3	<b>Matters arising</b>  The Action items were reviewed: <ul style="list-style-type: none"> <li>• No progress with a successor for the Webmaster to date – needs urgency although Richard’s plans have been delayed due to COVID-19.</li> <li>• Ahbipray has located a successor in the form of Yuan Chang.</li> <li>• Chapter Chairs have been identified – see below for list.</li> </ul>	
4	<b>Chair’s Report</b> <ul style="list-style-type: none"> <li>• TENCON R10 Conference Call for Papers has been circulated – submissions encouraged. Attendance in December 2021 is also encouraged.</li> <li>• R10 requested nominations for Awards and Nurul has been nominated to date – other nominations welcome.</li> <li>• No speakers identified for the IEEE NZ day to date – Yi to confirm the status of this event.</li> </ul>	<i>Anyone interested in the Webmaster role to contact Yi.</i>
5	<b>Finance Report</b>  Treasurers report for 1/7/2021: <ol style="list-style-type: none"> <li>1) I completed the NextGen training. The NextGen platform replaces both Concentration Banking, and also the Netsuite reporting. From the training it seems straightforward to use. It provides a web-based platform for               <ol style="list-style-type: none"> <li>a. Accessing our account (was Concentration Banking)</li> <li>b. Making payments from this (although I have yet to see how easy this is to use for making a transfer to our Westpac account, or to anything else in other than US\$)</li> </ol> </li> </ol>	<i>Donald to discuss the Next gen platform with Murray post the training – complete.</i>

	<p>c. Upload external costs and revenue (was Netsuite) – these would relate to our local Westpac account</p> <p>d. Fill out the Grants and Awards forms required for IEEE tax purposes</p> <p>2) Our transactions over the last month:</p> <p>a. Income from interest: \$0.45</p> <p>3) Our current balances</p> <p>a. NextGen US\$2309.17</p> <p>b. Westpac NZ\$19785.92</p>	
6	<p><b>Industry Coordination Report</b></p> <p>Sridhar has notified his move to Melbourne in the near future.</p> <p>Murray raised the holding of the Joint Institutions Breakfast event. It is proposed that this event be held in September 2021. Murray has contacted the other institutions to get their input and is awaiting feedback.</p>	<p><i>All to identify potential candidates for the role of Industry Coordinator.</i></p> <p><i>All to consider potential speakers for the Joint Institutions Breakfast event.</i></p>
7	<p><b>Membership Report</b></p> <p>Current membership numbers are as follows:</p> <ul style="list-style-type: none"> <li>• Active members in 2019: 264</li> <li>• Active members in 2020: 266</li> <li>• Active members as at February 2021: 221</li> <li>• Active members as at March 2021: 231</li> <li>• Active members as at April 2021: 247</li> <li>• Active members as at May 2021: 250</li> <li>• An increase of 3 in the total number compared to 04/2021 (an increase of 4 members and a decrease of 1 senior member)</li> <li>• Has an increase of 5 members compared to 05/2020.</li> </ul> <p>Membership is progressing well.</p>	
8	<p><b>Webmaster Report</b></p> <ol style="list-style-type: none"> <li>1. Added the Minutes page with the June 3rd ZOOM Meeting to the website.</li> <li>2. Updated the home webpage moving recent events over to the past events section.</li> <li>3. Notification of the Joint institutions event on the website - Report and photos ENZ EEG Presentation - EV Vehicle Charging Presentation.</li> <li>4. An eNotice sent concerning reminder of : Professor Biplob Sikdar (National University of Singapore) virtual presentation on 17th June.</li> <li>5. An event report with photos placed on the website for the Young Professionals: Re: Student and Young Professional: Success After Graduation held on May 13th.</li> <li>6. A notice for the R10 TENCON has been posted.</li> </ol>	
9	<b>Affinity Group Reports</b>	

	<p><b>YP</b></p> <ul style="list-style-type: none"> <li>• Bach participated in an IEEE R10 YP event in June.</li> <li>• There is a Region 10 event for YP Chairs on the first weekend in June - Bach intends to participate.</li> <li>• A meeting with the ENZ YP Chair is planned.</li> <li>• A new event for YP members is in planning.</li> </ul> <p><b>WIE</b></p> <ul style="list-style-type: none"> <li>• No events to date.</li> <li>• Proposed that a virtual event be planned for the near future with a possible face-to face event to follow.</li> <li>• Funds are available for these events, within the normal approval limits.</li> </ul> <p><b>LM</b></p> <ul style="list-style-type: none"> <li>• An email list for LM and Senior LM has been prepared. Email to be sent.</li> </ul>	<p><i>Murray to contact Life Members and request their interest in forming an affinity group.</i></p>
10	<p><b>Student Branch Reports</b></p> <ul style="list-style-type: none"> <li>• Fangfang is continuing to keep the Victoria Branch active at this stage but needs to identify a successor.</li> <li>• Abhipray has identified Yuan Chang as his successor at Massey University.</li> <li>• It was confirmed that the Postgraduate Symposium will be held at massey University on 25 August with details being arranged by Abhipray and Yuan.</li> <li>• Two topics were proposed for possible student branch meetings as follows: <ul style="list-style-type: none"> <li>○ Introduction for new Post Graduate students.</li> <li>○ Preparation of a Thesis for mature Post graduate students.</li> </ul> </li> </ul>	<p><i>Student Coordinator at Victoria needs to follow up with Fangfang concerning succession planning.</i></p>
11	<p><b>Chapter Reports</b></p> <p>The following Chapter Chairs have been identified:</p> <ul style="list-style-type: none"> <li>• <b>Computational Intelligence Chapter:</b> Mengjie Zhang</li> <li>• <b>Power and Energy Chapter:</b> Ramesh Rayudu</li> <li>• <b>Joint Signal Processing/Information Theory Chapter:</b> Yusuke Hioka</li> <li>• <b>Joint Instrumentation and Measurement Chapter:</b> Andrew Taberner</li> <li>• <b>Joint Communications Chapter:</b> Nurul Sarkar</li> <li>• <b>Joint Robotics and Automation:</b> Weiliang Xu</li> </ul> <p><b>Comsoc Chair report</b></p> <ul style="list-style-type: none"> <li>• <b>ComSoc news on IEEE Global Communications Newsletter</b></li> </ul> <p>Our article "A Summary of Exceptional Activities over 2019-2020" has been published in the IEEE Global Communications Newsletter - June 2021 (p2-3).</p>	

	<p><a href="https://www.comsoc.org/publications/magazines/ieee-communications-magazine/gcn">https://www.comsoc.org/publications/magazines/ieee-communications-magazine/gcn</a></p> <ul style="list-style-type: none"> <li>• <b>2021 IEEE NZ Wireless Workshop</b></li> </ul> <p>The IEEE NZ Wireless Workshop will be held at Victoria University of Wellington on Friday 27 August 2021 (9:00am to 5:30pm. Venue: Maclaurin Lecture Theatre 102, VUW Kelburn Campus (a short stroll up from Wellington CBD).</p> <ul style="list-style-type: none"> <li>• <b>2021 ComSoc VDL by Prof Biplab Sikdar</b></li> </ul> <p>Prof Biplab Sikdar gave an excellent virtual distinguished lecture (VDL) “Cyber Security and Privacy for Smart Cities” on Thursday 17 June 2021. The talk went very well. We started at 3.45pm and finished at around 5.30 pm. We really enjoyed the lecture and learned more about Security and Privacy issues in the design and implementation of Smart Cities. We thank Prof Sikdar for his time to prepare this talk. Thanks go to participants for their support and to make the event a great success. We also thank IEEE ComSoc for financial, and logistic support. Despite of the busy time of the year, about 96 participants attended the event. We had Q/A after the lecture. However, I received positive feedback from the audience indicating that the VDL event was successful.</p> <p><b>Computational Intelligence</b></p> <ul style="list-style-type: none"> <li>• 20-30 papers from the local chapter were contributed to the IEEE Congress on Computational Intelligence hosted by Poland this year. A tutorial was also provided by Yi and Bach – all virtual.</li> <li>• Another CI event is being planned for mid- July.</li> </ul> <p><b>Joint Instrumentation and Measurement Chapter</b></p> <ul style="list-style-type: none"> <li>• A verbal report was provided by Andrew as Chair.</li> <li>• The year has been quiet to date.</li> <li>• A two day workshop is being planned to coincide with the annual IVCNZ conference which is being held in Tauranga in December 2021.</li> <li>• This I&amp;M workshop is being planned for Dec 8/9.</li> </ul> <p><b>No other Chapter reports were available.</b></p>	
12	<p><b>Other Business</b></p> <ul style="list-style-type: none"> <li>• It was noted that there is a need to start thinking about succession planning for all committee members to ensure continuity through into 2022.</li> <li>• There was discussion on some members of NZCS applying for Fellow status within ENZ to get a better</li> </ul>	<p><i>All committee members to think about their roles and interests for 2022.</i></p>

	<p>presence of ICT and Software Engineering within ENZ – to be progressed..</p>	
13	<p><b>Next Meeting</b></p> <p>Committee meetings will be held regularly on the first Thursday of each calendar month commencing at 4pm and held using Zoom unless otherwise communicated.</p> <p>Hence the next committee meeting will be held on Thursday 4 August commencing at 4pm. Zoom details as per this meeting.</p>	