

**IEEE New Zealand North Section**

**New Zealand**

**2001/2**

**Dr Grant Covic  
NZ North Section Chair  
Auckland  
New Zealand**

## **Part A      Section Summary**

### **A-1          Executive Summary**

This report briefly summarizes the coordinating activities undertaken by the NZ North Section.

A strategic planning session was held 22 February 2001 for the past year and again recently on 21<sup>st</sup> February 2002 to re-examine and determine our progress against our Five Year Plan. Portions of this plan are included in this report under Part C: Goals and Plans.

### **A-2          Financial Report**

Please see attached.

### **A-3          Section Membership**

Chairman	Dr Grant Covic
Vice-chairman	Dr Kevin Sowerby
Secretary/Treasurer	Dr. Bruce MacDonald
Committee Members:	
Communications Society Chairman (Joint chapter with NZ South)	Dr Kevin Sowerby
Computer Chapter Chairman	Dr. Stephan Hussmann
IAS Chapter Chairman	Dr Dariusz Kacprzak
PES Chapter Rep (Joint chapter with NZ South)	Dr Patrick (Aiguo) Hu
Newsletter/email Editor & Database/Membership	Dr. Michael Neve
PACE Chairman	Mr Peter Over
WEB Development	Dr Sathiamoorthy Manoharan
Student Branch Counsellor	Dr Abbas BigDelli
Student Branch Chairman	Mr Adrian Pais
Student Branch Treasurer	Mr Kyle Lin
Student Branch Secretary/Vice Chair	Mr David Yuen

## Part B Organizational Activities

### B-1 Membership Development Programmes

Approximately 80% of the membership of our section live within the greater Auckland area. The remaining 20% being fairly evenly spread geographically over the rest of the section's territory. Accordingly, the section's technical activities are focused around the Auckland area. The section's membership is spread between amongst the following societies: Computer, Communication, PES and IAS members. The PES Society was newly formed in December 2000 because of members with interests in the power systems area that have been steadily growing. Inaugural meetings were run in April of 2001 and it is hoped that various distinguished lecturer visits in conjunction with IAS chapter will help this chapter grow over the next few years. Because our members move around the country frequently and are distributed over the whole of New Zealand, both the PES & the communications society have been formed jointly with New Zealand South section.

Coinciding with the establishment of the University of Auckland Student Branch, last year saw a major change in student branch membership along with the formation of a strong student committee. In coming years it is hoped that this will translate into steady growth in student numbers. An active membership drive for new student members are now being planned to coincide with the academic year. Members have also been sought in other Universities within Auckland that provide electronic engineering degrees and information technology degrees. In consequence we are looking to widen the membership of the committee to include academics from these institutes as well as a larger number of representatives from industry

<b>New Zealand North Membership Distribution</b>	<b>Quantity</b>
TOTAL ACTIVE Membership	386
Members	254
Student Members	54
Affiliates	48
Life Senior Member	5
Life Member	2
Senior Members	13
Pending Members	11
Fellows, Life Fellows Honorary Members, Life Associates,	0
No member grade	0
Members in Arrears	53
Members	32
Student Members	4
Affiliates	17

A substantial emphasis has been placed on communicating more directly with our members for their inputs on how the Section can better service their needs. In support of this aim our Web page is again being substantially redeveloped. News-letters are now also distributed by email where possible, allowing reminders of technical events. Feedback as to the types of activities desired from our members is able to be taken direct from the web. Furthermore, as part of the expand PACE activities an active database for consultants and engineers applicable to NZ engineering consultants has recently been completed and will soon be released.

## **B-2 Professional and Continuing Development Programmes**

The major activity of the Section is a programme of technical meetings and visits. Because New Zealand is small (approximately 3.5 million people) it is difficult for an organisation such as the IEEE to maintain an active programme in isolation. As this problem is common to technical organisations within the country we have co-operated with other organisations operating locally, namely the national society IPENZ (Institution of Professional Engineers New Zealand) and the Institute of Electrical Engineers (IEE) to enable a wider set of programmes to be made available to our members.

Our programme is fairly extensive based on visiting distinguished lecturers and national speakers on specialist topics, and this is supplemented from the IPENZ and IEE technical programme, which normally arrange bi-monthly meetings or a site visit. The combined nature of all programmes is beneficial to all groups. In 2001 there were 15 technical meetings, 4 in conjunction with the IPENZ and IEE. Of these technical meetings, 3 were held by the IAS chapter, 5 by the computer society chapter, 2 by the communications chapter and 2 as PACE meetings (held in conjunction with IPENZ and IEE). The student branch held 2 meetings, and our PES Society joined in for 1 meeting (and while not added to this total, 4 additional meetings were run throughout the country for the PES chapter which are separately listed by NZ South Section).

The communications chapter ran one full-day wireless workshop in August following a successful similar event in April last year. These events have been so successful, that these are now planned as annual events with location varying around the country. The representation is approximately 70% Industry and 30% academic. We also have undertaken to support and partially sponsor other workshops and conferences, namely The Robot Vision Workshop '01' New Zealand, international conference and the Computer Science 21st Anniversary Symposium, both of which were held in our section in February 2001.

PACE activities have recently centred on the development of a consultant database for NZ consultants that will be actively managed via our web site. This is now ready to launch and preliminary information is being sent around the country.

## **B-3 Recognised Educational Programmes**

A number of eligible programmes within the Section's area are not recognised by the IEEE, due to recent increase in University campuses within the Auckland region and new offerings of degree programmes in these new Universities. The NZ north section has recently begun the task of identifying all relevant programmes and hope by the year end to submit an updated list to region 10.

## **B-4 Student Activities**

The Student Branch held various seminar practice sessions for student groups undertaking their final year project at the University of Auckland. For students their final year project is a major undertaking, and they need to be capable of presenting their material professionally within 20 mins. As these practice sessions were run just prior to their required "marked" project presentations the seminars were well attended. Feedback on their efforts was provided by groups of postgraduate students.

The Section also sponsored the overall Top Poster Prize for BE degree students undertaking their final year projects. The criteria for selection included:

- most effective communication
- efficiency/ conciseness
- overall colour and presentation

- creativity
- innovation

Over the last year we have had a large turnover in the student committee that has hampered efforts to generate the quality program that we have been used to having over the past few years. We now have a strong student committee again, and this team has drafted significant objectives for 2002 that include IEEE paper contests between Australasian Universities, various field trips and social events.

#### **B-5 Email, Newsletter and Web based Activities**

An active Newsletter and E-mail network exists with all of the Section committee and its members. An effort has been made over the last two years to facilitate the greater use of e-mail and the Web site in communication with our membership. In order to update our records, over the past few years, extensive work has been undertaken to upgrade our email base, however this is an on-going process. Last year only one paper mailout was sent, but this was followed up with in excess of 30 emails advertising various events throughout the year.

The web development is an on-going feature of the work being undertaken in the NZ north section, but has slowed over the summer months and now needs substantial update. The main work here has been in development of a consultative database for consulting engineers, which has already been beta tested and will be launched early 2002.

#### **B-6 Awards**

No award nominations are outstanding at present.

#### **B-7 Chapter Activities**

We successfully met and exceeded our strategic objectives by facilitating 5 Computer Chapter meetings, 3 IAS Chapter meetings, 2 Communication chapter meetings and 5 PES Chapter meetings (4 associated with NZ south section).

##### *Planned Conference Activities*

The section is involved in partially sponsoring for the benefit of our members and to help advertise IEEE to potential members. Below are events which our section has either actively organised or supported during 2001 and are in the process of running in 2002.

##### *2001 Events*

- Robot Vision workshop 01, February 2001 run by IEEE New Zealand.
- Computer Science 21st Anniversary Symposium February 2001- run by Computer Society and the University of Auckland
- IEEE NZ Wireless workshop 2001 – August 2001 run by IEEE New Zealand

##### *2002 Events*

- Japanese-Australian-New Zealand Joint seminar on electro-magnetics - January 2002
- IEEE NZ Electromagnetic compatibility half day Tutorials (Auckland & Wellington) – February 2002
- IPENZ Annual Convention 2002 – March 2002
- IEEE NZ Wireless workshop - September 2002

## Part C Goals and Plan

### C-1 Goals

Four key goals for the Section were developed. These are listed below:

- A minimum of a monthly technical or professional meeting that consists of a high quality presentation of approximately 1 hour duration.
- A minimum of 2 of the following:
  - A short course of 1-2 days duration
  - A new technology workshop of 1-2 days duration
  - A professional development workshop of 1/2 day duration
- A minimum of 2 technical/professional events targeted specifically to student members
- Development of Active Web based information – in particular a database of available consultants within New Zealand for IEEE members.

A further Goal for 2001/2, was to ensure the success of the newly formed PES society chapter (in conjunction with New Zealand South section) by developing (as a start) a good technical program that includes several overseas Distinguished Lecturers or well known presenters in the field of power systems.

### C-2 Detail Implementation Plans

The following numbers represent minimum desirable targets

Activity	1999-2001 Plan	1999 Actual	2000 Actual	2001 Actual	2002 Plan	2003 Plan	2004 plan
Technical/professional meetings	10	25	20	12	15	15	20
Short courses/ Emerging Technology and Professional workshops	2	0	1	3	3	3	3
Student events	2	3	2	2	3	3	3

### C-3 Proposed Budget

The completed proposed budget for 2002 is not available at the time as the committee is in the process of formulating plans for the year, which includes several workshops and various active Web developments.

The total expenditure is expected to be higher this coming year due to increased activity in all chapters with distinguished lecturer visits and a number of workshops and tutorials that are planned or being sponsored. The meeting budget is likely to be between \$8,000 - \$9,000 NZD depending on the amount of subsidy acquired from various supporting organizations with a further \$5000 being considered for the launch of the PACE project consultant database. While the total is slightly above our annual income, the overspending is largely a one-off fund for the launch of a major project for the benefit of our members, and can be covered by funding savings in last years budget.

The financial report for 2001 is attached as an appendix.

## **Part D      Other**

### **D-1            Relationship with National Societies**

IEEE members in New Zealand work closely with the Institution of Professional Engineers New Zealand (IPENZ) and with the Institute of Electrical Engineers (IEE) to provide access to the best resources for our members. Continuing education events provided by all groups and the University of Auckland along with conferences workshops and field trips for the benefits of all members.

The liaising officers (typically the IEEE Chairman and the Secretary) ensure the overlap and coordination of the technical programmes such local conferences where suitable.

The arrangement allows for each group to put forward around 3 major events throughout the year. These events are open equally to members of all but are paid for by the organising group. Such an approach increases the range and variety of technical activities available to IEEE members in New Zealand and appears to be working well.

### **D-2            Special Events**

The section plans to provide social drinks and food at all major events to enhance member interaction. Major events planned centre around distinguished lecturer visits and workshops.

### **D-3            Problems to be anticipated**

1.        Budget constraint; the Section has limited financial resources to undertake major international conferences (although we are looking at the possibility), however we are looking intently at the number of workshops.
2.        Time of committee members; the Section Committee members are volunteers and hence a limited time in which to carry out Section work.
3.        Interest of members; the Sections members are predominantly interested in technical information via learned journals, presentations, conferences and workshops.
4.        Availability of top class presenters; New Zealand's geographic remoteness can be a limiting factor when accessing top class presenters.

## **APPENDIX: 2001 NZ North Section Financial Report**

- See attached Spreadsheet: NZNorth\_Financial2001.xls