

# Minutes of the Inaugural Meeting of the IEEE New Zealand Central Section Joint Chapter on Communications, Signal Processing and information Theory

Venue: Massey Wellington with video link to Massey Palmerston North

Date and Time: Friday 31 July, 12:00pm.

Present: Edmund Lai (chair), Xiang Gui, Sajal Palit and Paul Teal

## Background:

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The chapter has been formed because of the approximately 200 IEEE members in the Central Area (Wellington and Palmerston North), about 50 of these are members of one of the three societies: Communications, Signal Processing and Information Theory. There is therefore scope for holding technical meetings that are more focused than those held by the Central Section itself. The minimum number of members required for a Chapter is 3.

## Appointment of Offices:

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Chairman: Since Edmund proposed the new joint chapter, he is the default chairman.

Secretary: The role of the secretary is to minute the meetings, and to ensure that details of the technical meetings we hold are logged into the IEEE database. We must hold a minimum of 2 technical meetings per year, although they can be held jointly with the Section. Paul was appointed secretary.

Treasurer: The Section has generously given us NZ\$500 to help us start. This is held jointly with the Section accounts, held by staff at Massey Palmerston North (Gourab Sen Gupta), so it makes sense for Xiang at PN to be treasurer. We will be able to gain US\$200 annually from IEEE. To raise further funds we obviously need to hold events.

Vice Chairman: Sajal.

## Events:

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There is no minimum number of attendees to an event, so we should make sure that we advertise any appropriate visiting speaker as a Chapter event.

We would also like to make bids to hold larger events. It is likely that we could draw on the expertise of many IEEE members from Region 10 if we did so, rather than trying to manage the event completely ourselves. It would be good to be able to report on Chapter activities at the meetings held in conjunction with ICASSP.

- IEEE Statistical Signal Processing Workshop
- ATNAC
- APMC (Asia Pacific Microwave Conference) (big: more than 1500 papers)
- ISPACS (Intelligent Signal Processing and Comms) (about 250 delegates)
- NZ Wireless Workshop - maybe 2010 if it will be held in Auckland 2009.

Next Meeting:

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We will try to meet bimonthly. if the next meeting is in September, that we give us opportunity to send out notices in October in time for the AGM which will be held in conjunction with the Section AGM in November.

Actions:

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Edmund: enquire about hosting ISPACS

Xiang: enquire about hosting ATNAC

Sajal: enquire about hosting APMC

Paul: enquire about hosting IEEE Sig. Proc. Workshop, and NZ Wireless Workshop

Meeting Closed at 12:50