IEEE NZCS Committee Meeting

Held 24 June 2014 at 4:30pm via Skype

Present: Mansoor Shafi, Richard Harris (left early), Debraj Basu, Duncan Hall, Donald Bailey, Callum Neil, Terence Betelhem, Aaron Reid

		Actions
1	**Welcome** Meeting commenced at 4:30 PM, with a welcome from Mansoor.	
2	**Apologies** Gourab Sen Gupta, Murray Milner Pawel Dmochowski, Andrew Dawson Mengjie Zhang	
3	**Minutes of the last Committee Meeting** Minutes of the meeting held on 20 May, 2014 were circulated prior to the meeting.	Minutes approved
4	**Matters arising from March Committee meeting (not covered elsewhere)** Minor spelling errors in minutes corrected • R10 Individual benefits and Services Support Fund (Ramesh & Aaron). Aaron looked at it – provides up to 50%. Can be used for advertising at a workshop. Suggested wireless workshop. • Educational Activities Award Nomination • Section Congress 2014 Agreed to send Callum as secondary delegate. • Postgraduate event • Technical sponsorship rules After 2015, it will cost $1000 + $15 per paper in IEEE Xplore.	**Aaron** to follow up further Deferred to next year to begin progress now. **Henry/Pawel** to provide update
5	**Chair report (Mansoor Shafi)** • Legal status of section – (*Waiting to hear from David from Singapore*) Duncan – Incorporated societies require financial auditing (which requires considerable costs • Call for nominations – outstanding volunteer award (0617_05B) • IEEE NZ Council Meeting (0617_05C)	**Mansoor** to forward correspondence on to Duncan
6	**Secretary report** • Request for technical sponsorship of ICST in Auckland	Agreed to technical co-sponsorship.
7	**Finance Report (Ramesh Rayudu)** • Status of signatories / internet banking (***Richard*** *to update AGM minutes*) • Finance report	**Donald** to email Richard with details.
8	**Webmaster Report (Richard Harris / Terence Betlehem)** • Update of chapter information on website	**Chapters** – send Terence updated information (or

	Waiting on updated information from chapters	let him know if info on web is OK)
9	**Membership Report (Aaron Reid)** • Letter to those in arrears currently being prepared Current membership numbers: 270 Active, 42 Gold members, 48 in arrears.	**Aaron** to send a letter to those in arrears.
10	**Awards (Gourab Sen Gupta)** No report	
11	**Industry Relations Report (Duncan Hall / Murray Milner)** • October event (***Murray*** *to look at and apply for funds through "Celebrating through Industry Day"*)	
12	**Student Branch and Chapter reports**	
12a	**Massey Student Branch (Debraj Basu)** • Seminar on "Publishing Research" by Subhas Mukhopdhyay Attended by about 15.	
12b	**Victoria Student Branch (Henry Williams)** • Timing of 2014 postgraduate presentation event • Other plans No report	**Henry** / **Pawel** – to provide details on 2014 Postgrad presentation.
12c	**Young Professionals, GOLD (Callum Neil)** No report	
12d	**Women in Engineering (Bing Xie)** No report	**Donald** contact Bing to encourage attendance.
12e	**Instrumentation and Measurement Society (Ian Woodhead)** • 1-day Agritech-based sensors workshop will be held at Lincoln on 4 July	
12f	**Comm / SP / IT Society (Terence Betlehem)** • Status of restructuring: in final stages of approval Comm Soc will be administered Nurul Sarkar (North Section) SP / IT will be extended to cover entire island. • 2 DLs confirmed (Matthews & Hossain)	
12g	**Power and Energy Society (Ramesh Rayudu)** No report	
12h	**Computational Intelligence Society (Mengjie Zhang)** No report	
13	**General Meetings** • Joint Institutions Breakfast (22 May, Ian McCrae speaking) Attended by 30-35 people. Good presentation. • Sensor workshop in Lincoln (4 July I&M chapter) • John Matthews (12 October, CS/SP/IT chapter) • I&M Workshop in Bioengineering Institute (November, I&M chapter) • Ekram Hossain (14 November, CommSoc Chapter) • 2 day I&M Workshop (November, Auckland) Industry event – Murray & Duncan	**Murray and Duncan** to look at this for October.
14	**Conferences** • Wireless workshop – September / October in Christchurch	

	• IVCNZ – November in Waikato • Robotics, Automation and Sensing Group in November • 10th International Conference on Simulated Evolutionary and Learning (SEAL 2014) • International Conference of Teaching Assessment and Learning (8-10 December) in Wellington • ICARA – 17-19 February 2015 in Queenstown. (Technical sponsor) • ICST – 8-10 December, 2015 in Auckland. (Technical sponsor)	
15	**Other Business** ANZCon in Queensland	**Mansoor** to discuss with Richard offline. Possible delegate Bing.
16	**Next Meeting** The next meeting was tentatively scheduled for ***Tuesday 12th August*** at 4:30 pm. Meeting closed at 5:35 pm.	