

ENZCon Inc. 2012 Annual General Meeting
Otago University, Wednesday 12 December, 11.30am.
Minutes

Chair Dale Carnegie

Present

Name	Institution
Adrian Dorrington	Waikato
Amal Punchihewa	Massey PN
Charles Shaw	Otago
Colin Fox	Otago
Dale Carnegie	Victoria
Duncan Eason	Auckland
Gary Bold	Auckland
Hilary Lawrence	Otago
Ken Mercer	Massey PN
Kevin Wang	Auckland
Kun Yu	Auckland
Lex Grubner	RF Test Ltd
Michael Hayes	Canterbury
Peter Nieuwoudt	Manukau
Said Al-Souti	Massey PN
Shane Pinder	Manukau
Steve Weddell	Canterbury
Stuart Duncan	Canterbury
Trevor Creagh	Retired
William Lee	Auckland

Apologies None

Minutes 2011 The 2011 minutes were distributed by Ken.
Correction Colin Fox was actually present so his ‘apology’ was incorrect.

Motion: That the minutes of 2011, as amended, be accepted as a true and correct record.

moved/seconded

Dale/Gary Passed

Matters Arising The issue of being “struck off” the registry of societies remains.
Ken/Adrian will attend to it before the end of the year.

Correspondence

None

ENZCon '12 Report (Palmerston North)

Ken’s report was projected onto the screen and discussed briefly. Of the 40 registrations, 32 were students.

Motion: That the 2012 conveners report be accepted.

Tim/Trevor Passed

Dale wished to discuss means of ensuring the quality control of papers at ENZCon. He suggested something similar to ACRA where a committee, independent of the organising committee, would issue the call for papers and oversee the refereeing of papers.

Colin: we need some means whereby students can opt out to avoid the PBRF requirements.

Adrian: supported the proposal as it would avoid inconsistent PBRF return forms.

Tim: agreed that keeping both jobs separate is a good idea.

Dale: as there appeared to be general agreement a motion would be appropriate to make such an arrangement part of ENZCon procedure:

That, as part of ENZCon operating procedure the call for papers, collection of papers and quality reviewing of papers be conducted by a central ENZCon committee.

Tim: suggested that the new roll be called the Technical Chair and that of organising the conference be the General Chair.

Adrian: advanced a variation on the proposed **motion:**
That ENZCON establish the position of Technical Chair who will be responsible for the paper review process for the conference.

Tim: emphasised that this was the most important responsibility of the ENZCon committee and the new role would avoid a local person being lumbered with the while process.

Dale: thought the role should be separate from that of president which would allow the president to chase the Technical Chair.

Adrian: the chair should be part of the executive.

The motion above, moved by **Dale**, seconded by **Adrian**, was put. **Passed.**

Dale: ENZCon was under threat from other conferences taking away papers. Also, we don't see industry here presenting papers. Wanted to discuss running workshops as part of ENZCon to enhance ENZCon.

Tim: good idea but it would be easier to organise in a larger centre which would maximize the chance of getting people involved. It was necessary to be organised.

Colin: written documentation/handouts would be necessary.

Tim: it was a good opportunity to get out of universities and into industry but would be a challenge to find the right topics. Any trade sponsors could also be involved helping to present material too.

Colin: funding sources would love this component.

Lex: would do anything to boost numbers. The value for RF Test is in teaching staff and students attending. Can use their mailing list to get the message out. RF Test was struggling to find appropriate events to attend.

Tim: have money from MBIE and if ENZCon was to communicate back to industry it would be good for us.

Adrian: would cautiously support the goal of transferring research into industry and up-skilling it. Some market research first would be important to ensure success.

Tim: has done some informal research and people are keen. It would mean that three days would be needed for the conference rather than two. Using evenings wouldn't be suitable as it would detract from the important socializing time. Any course would need to be something we are genuinely expert at – quality must be enforced.

Steve: it is important that ENZCon remains affordable.

Colin: we should add a day which would be a “schools” day.

Adrian: would an additional charge be necessary?

Dale/Tim proposed a **motion:** That the executive be mandated to consider options to include industrial workshops in ENZCon next year.

Passed

Dale: interested to know what the delegates thought of the educational session – how did it work?

Tim: great. It was a sort of workshop and brought a new class of presentation.

Gary: it was good to hear the problems educators have.

Mike: we could run a panel session and ask what students need to know and what they don't need to know.

Shane: was concerned that ENZCon was timed similar to AAEE so it clashed and we lost participation.

Dale: agreed. Rounding up there was general agreement that the educational session was a successful addition to ENZCon.

Treasurer's Report (delayed as Adrian was earlier called to the phone) Adrian spoke to his report.

Motion: That the treasurer report be approved.

Moved/seconded

Tim/Shane Passed

Ken and Adrian will sort out re-registration of ENZCon Inc.

Possible **Venues** were discussed

Tim: This year was supposed to be Christchurch. Should we simply switch so Christchurch has 2013 or is accommodation still tricky? I propose switching.

Shane: volunteered Auckland for next year to give Christchurch more time to recover.

Some discussion about using Queenstown and concern (rebutted) about cost compared to university facilities. General agreement to accept Shane's offer.

Tim: when? Possibly August?

Dale: we can sort this out off line.

Tim: this time of year is very busy.

Dale: historically ENZCon was held in the middle of the year. There seems to be a consensus to be earlier.

Tim: there is conflict for honours students as their research is not original compared to PBRF requirements and graduate students.

Adrian: the next convenor should pull together calendars and find a suitable date.

Shane: earlier ENZCons held competitions. Is there potential for some sort of competition?

Dale: proposes to try to initiate ENZCon' 13 around the August break. The technical and general chairs should work together to arrive at a suitable date.

Motion: That the Technical chair and conference organiser together find a suitable time for the 2013 conference with preference being around the August period.

Moved/seconded

Dale/Tim **Passed**

Forthcoming Venues

2013	Auckland
2014	Canterbury
2015	AUT/Albany/Victoria

Election of Officers

Position	Name	Nominated	Seconded	Result
President	Dale Carnegie	Tim	Adrian	<u>Dale</u>
Secretary	Ken Mercer	Dale	Tim	<u>Ken</u>
Treasurer	Adrian Dorrington	Tim	Gary	<u>Adrian</u>
Technical Chair	Tim Molteno Michael Hayes	Adrian Hilary	Dale Colin	<u>Joint Appointment</u>

Committee:

Immediate Past Convenor:

Tim Molteno

Next conference Convenor:

Shane Pinder

Other members

Colin Fox

Kevin Yu

Hilary Lawrence

Steve Weddell

General Business

Adrian: Need to get Dale as a signatory on the cheque account.

Trevor: Bart Provo was the secretary/treasurer for many years and has the history of electronics at his house. We should be aware of this so we can avoid it being lost.

Meeting Closed

Not recorded