

Chapter Coordination Sub-Committee (ChCSC) report

Sub-Committee chair: Daniel Pasquet

The Chapter Coordination Sub-Committee consists of representatives of IEEE technical societies and councils.

Society / Council	Name	e-mail
BT002	Bill Hayes	Hayes@iptv.org
COM019	Liz Burd	liz.burd@durham.ac.uk
CE008	Ezendu Ariwa	e.ariwa@londonmet.ac.uk
E025	Manuel Castro	mcastro@ieec.uned.es
DEI032	Paul Lewin	pll@ecs.soton.ac.uk
E025	Frank Schwierz	Frank.Schwierz@tu-ilmenau.de
EMB018	Christopher James	C.James@soton.ac.uk
EMC027	Sergio Pignari	sergio.pignari@polimi.it
EMC027	Frank Sabath	Frank.Sabath@ieee.org
IA034	Péter Magyar	peter.magyar@ieee.org
IM009	Mihaela Albu	albu.marilena@gmail.com
MTT017	Jan Machac	machac@fel.cvut.cz
PC026	Hazel Sales	hsales@marjon.ac.uk
PE031	Meliha Selak	melihass@ieee.org
PHO036	Ian White	ihw3@cam.ac.uk
RL007	Robin Bloomfield	reb@csr.city.ac.uk
SMC028	Fang Xu	datuan12345@hotmail.com
SSC037	Rakesh Kumar	rakesh@tcxinc.com
Supercond.*	Simonetta Turtu	simonetta.turtu@enea.it
UFFC020	Steven Freear	s.freear@leeds.ac.uk
VT006	Fernando Velez	fjv@ubi.pt

Student Chapters
 Muhammad Mustafa mu.kh.mustafa@gmail.com

IEEE Aerospace and Electronic Systems	AES010
IEEE Antennas and Propagation	AP003
IEEE Broadcast Technology	BT002
IEEE Circuits and Systems	CAS004
IEEE Communications	COM019
IEEE Components, Packaging, & Manu. Tech.	CPMT021
IEEE Computational Intelligence	CIS011
IEEE Computer	CO16
IEEE Consumer Electronics	CE008
IEEE Electromagnetic Compatibility	EMC027
IEEE Electron Devices	ED015
IEEE Engineering in Medicine and Biology	EMB018
IEEE Geoscience and Remote Sensing	GRS029
IEEE Industrial Electronics	EI013
IEEE Industry Applications	IA034
IEEE Information Theory	IT012
IEEE Instrumentation and Measurement	IM009
IEEE Intelligent Transportation Systems	ITSS 038
IEEE Magnetics	MAG038
IEEE Microwave Theory and Techniques	MTT017
IEEE Nuclear and Plasma Sciences	NPS005
IEEE Oceanic Engineering	OE022
IEEE Photonics	PHO036
IEEE Power Electronics	PEL035
IEEE Power & Energy	PE031
IEEE Product Safety Engineering	PSE048
IEEE Professional Communication	PC026
IEEE Reliability	RL007
IEEE Robotics and Automation	RA024
IEEE Signal Processing	SP001
IEEE Social Implications of Technology	SIT030
IEEE Solid-State Circuits	SSC037
IEEE Systems, Man, & Cybernetics	SMC028
IEEE Ultrasonics, Ferroelectrics, & Frequency Control	UFFC020
IEEE Vehicular Technology	VT006

1. Approved petitions

There are many new chapters that have sent a petition. It is expected to get in touch with the new chapter chairs in order to build links between them, the ChCSC and the societies representatives.

1.1. New chapters

Austria IA/PEL/IE
Austria PE
Austria RA
Croatia AES/GRS
Finland IT
Greece CE
Iraq COM
Italy IT
Italy OE
Macedonia IT
Mauritius Computer/COM/PE

Russia Computer
Serbia Montenegro EMC
Serbia Montenegro CE
Sweden VT/Com/IT
Sweden SIT
Turkey SMC
UKRI VT
Western Saudi Arabia Computer
Western Saudi Arabia PHO

1.2. Chapter splits [2]

Croatia AP MTT
Croatia IE PEL

1.3. Added society [1]

South Africa SC to TMC

1.4. Pending decisions [4]

Austria PE
Italy split AES SP
Cyprus CI
Ukraine Education

2. Meeting in London March 25th, 2011

44 people attended including 23 society representatives. We had a detailed presentation of IEEE vTools and 8 representatives made a presentation that was the opportunity for fruitful discussion. Some important points have been discussed. Roger Pollard, past VP (TAB) and Candidate for IEEE President – 2013 also lead an active discussion at the meeting in London.

2.1. Chapters identification

We could have a map with a list of all chapters in each section, with direct link to their website and e-mail address of the chapter chair. One can increase the local collaboration among chapters/societies.

It is important to have a good communication with chapters. Some chapter chairs never answer. In order to keep a better contact with the chapters, it is wiser to have several contact names for each chapter.

The constituency of the chapters is an interesting datum (students, GOLD, retirees, academics, industry).

The ChCSC undertakes to further communication with IEEE staff in Piscataway to identify future opportunities for new chapters, and to establish relevant links with society representatives, in a way to expedite this process.

2.2. Communication with the chapters

Chapter meetings are a good tool to remain in touch with the chapters. Chapter chair training is important, in particular from SAMIEEE and vTools.

2.3. Help to the chapters

Societies give annual subsidies to chapters. The application deadline may be different according to the society. Many societies complain because few chapters ask for *additional* subsidies. Societies also give subsidies for special events organized by the

chapters. The Distinguished Lecturers program is a nice tool for the chapters. Societies may contribute to the travel expenses to attend the CCM.

2.4. Duties of chapters

Chapters must communicate with its members (mailing list, e-notice), with the section and with the society. Chapter chairs must not forget that they must be related both to the section and the society. The region, via its ChCSC, provides oversight to the referred operation.

Chapters must promote IEEE and the society. They may use membership development material that is available from IEEE.

Chapters must promote member elevation (engage members to apply for senior-member and find nominators for fellows).

Chapter web news allows members to be informed of the chapter activities.

Every year, the chapter must remind its member to renew.

The chapters must identify the member needs. The needs are different from the technical meetings.

2.5. Suggestions to chapters

Chapters may organize their own awards.

IM has a chapter development program. IA organizes a chapter web contest.

Technical activities may be common to several chapters. It could be in cooperation between chapters of different societies in the same section or of different sections in the same society or both. The Region also provides chapter awards, and the process for 2012 will be an online application (to be distributed following the meeting in San Francisco).

2.6. New chapters

Section should help to the constitution of petitions. Some societies give a new chapter support. AdCom members and DL should attend the first meeting of a new chapter.

3. Chapter chair meeting in Bucharest June 29th, 2011

The meeting was locally organized by Dr. Mihala Albu and Prof. Nicolae Tapus.

There were 26 attendees from Romania, Germany, Serbia-Montenegro, Italy, Israel. Some chapter chairs could not attend but sent their presentations from Morocco, Tunisia, Poland and Sweden.

The presentation of the rights and duties for chapters has been greatly appreciated. The Region 8 ChCSC website provides a link to additional training material. Many questions have been asked and many of them need to contact officers from Region 8 and MGA. The questions will be written in detail and forwarded to the right person. Among the questions: conference sponsorship, reviewers' evaluation, distribution of the rebates between the sections and the chapters.

All the participants have been invited to send a short summary of his speech. A detailed report and an article in Region 8 news will be written.

4. Continuous action

It is clear that one of the best way to keep in contact with the chapter chairs is to answer their questions as soon as they ask. The ChCSC chair has his e-mail open for any request.