



IEEE REGION8 PROFESSIONAL ACTIVITIES SUB-COMMITTEE (PASC) REPORT

1. INTRODUCTION

Professional Activities is a strategic proposal to enable and empower IEEE, through its Regions, Sections, or new IEEE entities to better serve the professional needs and interests of members.

Developing Professional activities is equal to: Member Recruitment and Member Retention.

(source IEEE)

The IEEE R8 Professional Activities Sub-Committee (PASC) team:

Matej Zajc,	Chair	(Slovenia Section)
Emilio Corchado		(Spain Section)
Jan Haase		(Austria Section)
Urmet Janes		(Estonia Section)
Han Van Loon		(Switzerland Section)

To contact Professional Activities Team: r8pasc@ieee.org

2. STRATEGIC PLANNING

Professional Activities Sub-Committee (PASC) is part of IEEE R8 Member Activities. The PASC team is aiming to increase the understanding and acceptance of Professional Activities (PA in short) within Region 8 by providing support and expertise to sections, chapters, societies and student branches within the region.

Professional Activities focus on maintaining and enhancing lifelong employability and career maintenance, while providing advice to and collaboration with public bodies, corporations, NGOs and non-profits to benefit the members, their fields of practice, and the general public, while continuing to promote ethical conduct.

(source IEEE)

MAJOR GOALS

The PASC team has set three main goals set at the beginning of the year:

1. Creation of a platform for members where they can learn how to improve themselves as individuals as well as experts in their respective fields. Professional Activities should provide a place for interdisciplinary collaboration and networking.

2. Establish a program of Professional Activities for Region 8 and thus increase the value and worth of IEEE membership for all members of Region 8.
3. Increase the understanding and the extent of Professional Activities within Region 8 by providing support and expertise to sections, chapters, societies and student branches within the region.

SPECIFIC GOALS

1. Continue the Professional Activities workshops with current and new trainers from different regions and new workshop topics. Increase the number of trainers available to PA activities. Establish contacts with local event organizers.
2. Improved utilization of technical support for PA activities available from IEEE headquarters.
3. Long term plan is to establish a series of PA Summits as a regional events, possibly jointly organized with an existing conference/congress and student/GOLD events.
4. Improved PA role and visibility in Region 8: publicize the PA activities by written material and different electronic media.

3. REPORT

ACTIONS TAKEN

In the first half of 2011 actions were conducted in order to increase the level of activities and the understanding within the region:

1. Conducted monthly online meetings, and a face to team face meeting in London.
2. Formation of a web page with details on PA activities and contacts. Established LinkedIn discussion group with 111 active members.
3. Sections contacted to organize events to increase the level of activities within the region. Several workshops already conducted and a number in the planning phase (details given below).
4. Sections contacted to propose new PA trainers/speakers to increase the available volunteers and PA topics in Region 8.
5. Set of criteria for approving PA events and trainers is in preparation for PA manual update.
6. Established active contacts with other committees and IEEE bodies, e.g. IEEE Professional Communication Society.

REPORT ON LONDON MEETING

On Friday March 25 2011 PASC team presented PA activities to Section chairs and other IEEE volunteers.

1. This was the first face to face meeting of the committee where each team member presented his area and tasks followed by an open discussion with the team members and the audience in the room. Since several new sections chairs were expected a general introduction to Professional Activities was given.
2. As a result we can conclude that presentations and topics that were discussed are relevant and well accepted by section chairs as IEEE staff present in the room. The PASC team activities also included a poster presenting PA plans and goals in Region 8 and handout of PA booklet with additional information and contacts.
3. The team is in contact with IEEE staff responsible for PA activities. Several new initiatives for PA events in sections were started and are now in the planning phase. Details are given below.

4. The idea would be that sub-committees should meet in closed meetings as well. Such meeting would help the teams to work on open questions that were not resolved with online meetings.
5. The PASC team submitted two proposals for the Sections Congress. Details are given below.

During the R8 Committee meeting in London additional activities included:

- Sections Chairs informed about Professional Activities and asked to appoint a PA volunteer in case their section does not have an active volunteer already.
- PA handbooks and poster and PASC meeting to raise awareness and to motivate sections to organize PA events.
- Contacts with IEEE staff, leaders and societies.
- Two initiative proposed for SC by PASC team: Thought Leader program and PA Affinity group creation (details given below).

CURRENT STATUS ON THE TARGETED GOALS

- a. PA volunteers in Sections:

Communication with sections to appoint a PA volunteer in each section. Currently, there are 38 (out of 56) sections that do not have a volunteer for Professional Activities listed on their web sites. Active collaboration of Section chairs is needed. PASC team is asking sections that do not have yet a PA volunteer to appoint a person and report the name to PASC team. For assistance please contact Jan Haase.

- b. Formation of a database for Region 8 approved speakers and workshop organizers.

PASC is setting up a web page that would put together information about PA events and PA trainers/presenters all around R8 (56 Sections). The action is led by Emilio Corchado.

Sections that already have appointed PA volunteers are kindly asked to report their activities and best practices as well as to propose speakers/trainers to PASC team. We intend to collect PA activities in your section on promote them on web portal.

- c. Continue the Professional Activities workshops

Collaboration with other committees is initiated to plan common PA events, e.g. Professional Communication Society speaker Hazel Sales at UKRI SBC in autumn this year. For information please contact Urmet Janes.

New workshop formats planned, e.g. Thought Leadership Program in preparation. Draft proposal submitted by Han van Loon.

In 2011 PA workshops were organized by PASC team and corresponding Sections in Kuwait, Qatar, Morocco, several others in the planning phase. New topics requested by the audience such as Technical writing, Knowledge Cafe, etc.

TWO INITIATIVES PROPOSED BY PASC TEAM

Thought Leadership Program

In similar manner to the Distinguished Lecturer program for technical activities, create a Thought Leader program focused on Professional Activities.

Creation of official Professional Activities Affinity Groups

Affinity Groups (AG) creation would facilitate Professional Activities at section level. Annual budget should be provided within MGA with fixed amount for individual event per Affinity Group.

4. PLANNED ACTIVITIES

The Region8 Professional Activities plans to:

- a. Increase the visibility of PA within the region through written material that includes information about Region8 PA, workshops organization, etc. PASC is presenting at Sections Congress in San Francisco.
- b. Organize smaller regional Professional Activities Summits to train the future trainers in Region8 and to increase the number of volunteers involved in PA. Currently we are planning events in Jordan, Saudi Arabia (EAST and West) and Spain Sections.
- c. Provide an updated PA Handbook manual to guide organization of PA events in sections.
- d. Implement the Thought Leadership Program in Region 8 with organization of pilot events.

5. NOTES TO SECTION CHAIRS

INVITATION TO THE R8 PASC PRESENTATION AT SECTIONS CONGRESS 2011

R8 PASC will present R8 Professional Activities at Sections' Congress within the talk titled Doing Professional Activities in Your Sections Anywhere in the World at Sections Congress 2011 Track: Serve the World.

PASC team is inviting Section Chairs to attend the event and share experiences from your Section in the discussion.

IMMEDIATE ACTION BY SECTION CHAIRS

Section Chairs, you are kindly asked to:

1. Appoint a Professional Activity volunteer in case not yet present.
2. Report on Professional Activities in your Section.
3. Contact R8 PASC for organizing events in your Section.
4. Propose volunteer presenters with Section's references.

Best regards on behalf of the PASC team!

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