

Best Practices, what to do next

Tony Davies
Chair,
R8 Operations Subcommittee
(and a past R8 Director)



IEEE Region 8 Committee Meeting
Riga, Latvia, 7-9 May 2010

You are a **New Section Chair** ?

- **Plan for a successor:** *you will not live forever, someone needs to be prepared to keep the Section going after your term of office*
- **Section** should provide **local members** and **others** with:
 - Technical Lectures of interest (specialised and general)
 - Short courses on current advanced or special topics
- Workshops, Seminars, etc. on local-interest topics.
- *For some events, a fee may be appropriate, to augment Section finances (plan for a small surplus). In some cases, a subsidy could be appropriate (for new ideas or initiatives)*

Elections

It is commonly not easy to find volunteers to stand for the needed Officer positions

- When you take office after election, one of the most important tasks is **to find and train your successor(s)!** Otherwise, all you achieve may be wasted, the Section may collapse into inactivity when you are gone.
(don't imagine that anyone will then remember all the good things you did)



Linking with IEEE Societies, forming Chapters

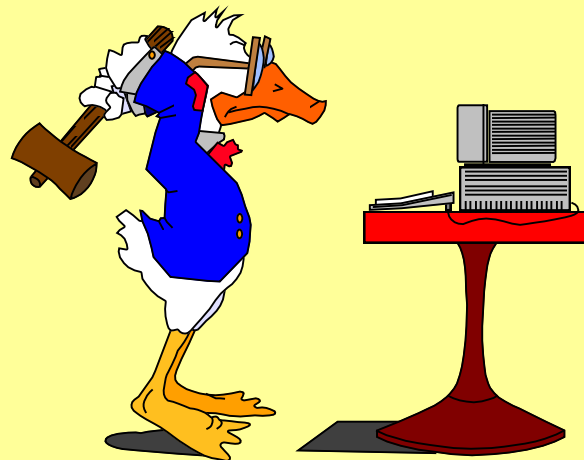
- The best mechanism for providing technical events is by **forming Chapters**
- **Chapter** members should provide (or develop) **links** with the **Society managements**.
 - Societies are a source of (1) money (2) distinguished lecturers (3) conference organisation possibilities
 - Get to know the **Society Presidents**, Board of Governors people, **Regional VP** or representatives
- Try to encourage Societies to bring their conferences to your Section

Chapters have two 'Parents'

1. the *Section* *(primary responsibility for finance)*

2. the *Society*

- *Often the two parents are not on speaking terms*
- *Sometimes the Chapters are like 'orphans'*
- *This can lead to delinquent behaviour!!!*





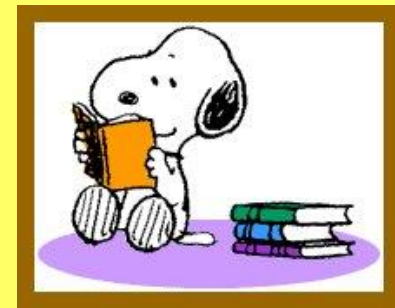
*Sections and Chapters are run by **Volunteers** - they cannot be **ordered** to do anything!*

Motivation is a key issue, they need to be enthusiastic people, preferably busy (those not already busy probably have the time but not the inclination) - they need some personal benefits from being an active Chair



Long periods in office 💀 often lead to lack of motivation.

Avoid dependence on one or two key people and on 'personality cults'!



Arranging excellent events, inviting world-famous speakers, is all wasted effort if no one attends!



*Publicity and marketing takes time,
experience and usually money*

*Hiding the announcement somewhere on the Internet is **NOT** the solution to getting a good attendance !!!!!*

What about your future in IEEE as a volunteer: Section Chair may not be the end of the road for you!

- Get yourself known at the higher levels of IEEE
- Who are the Active people in Societies
- Who are the main Technical Activities Staff
- Who are the MGA Staff
- etc.

How many IEEE Society Presidents would you recognise if you met them in the street?

Entrance to IEEE Piscataway, New Jersey



***IEEE Staff are there to help the
volunteers.***

Know whom to ask and how!



Certificates

Be sure to reward special contributions and achievements



The **IEEE** is pleased to present this Certificate to

Professor Jane Doe

in recognition and appreciation of your valued
services and contributions as

a speaker at the New York Section
Technical Conference on Fuzzy Logic
28 August 1999



Elections



- IEEE should operate democratically !
- Normally, elections should be for two-year terms.
- Often this is not done adequately
- In some parts of the world, Section Chairs, Chapter Chairs etc. may be unwilling to give up their positions (perhaps they feel that it implies some kind of 'failure' or 'disgrace' !)

IEEE Finances



income

and



expenditure

Both are large – the difference between them is crucial!

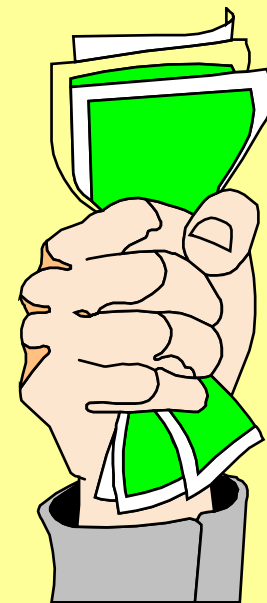
Where does the money come from?

- Section Rebate Program
- Region Assistance
- Society Assistance for Chapters
- Conference, Workshop and Short-course Income
- Donations

Section Rebate only arrives if the annual reporting is done on time and correctly !!!

Other sources require extra initiatives and extra effort !

MGA Financial Support includes annual Section Rebates



IEEE Finances

Section / Chapter money may be kept in a \$ account in USA – however, a local account is normally essential for day-to-day operation.

Local bank accounts **MUST** have IEEE in the account name and **MUST** have more than one Signatory

Whenever feasible, one signatory must be the IEEE Director of Financial Services in Piscataway

(banking regulations are getting more restrictive)

IEEE Finances

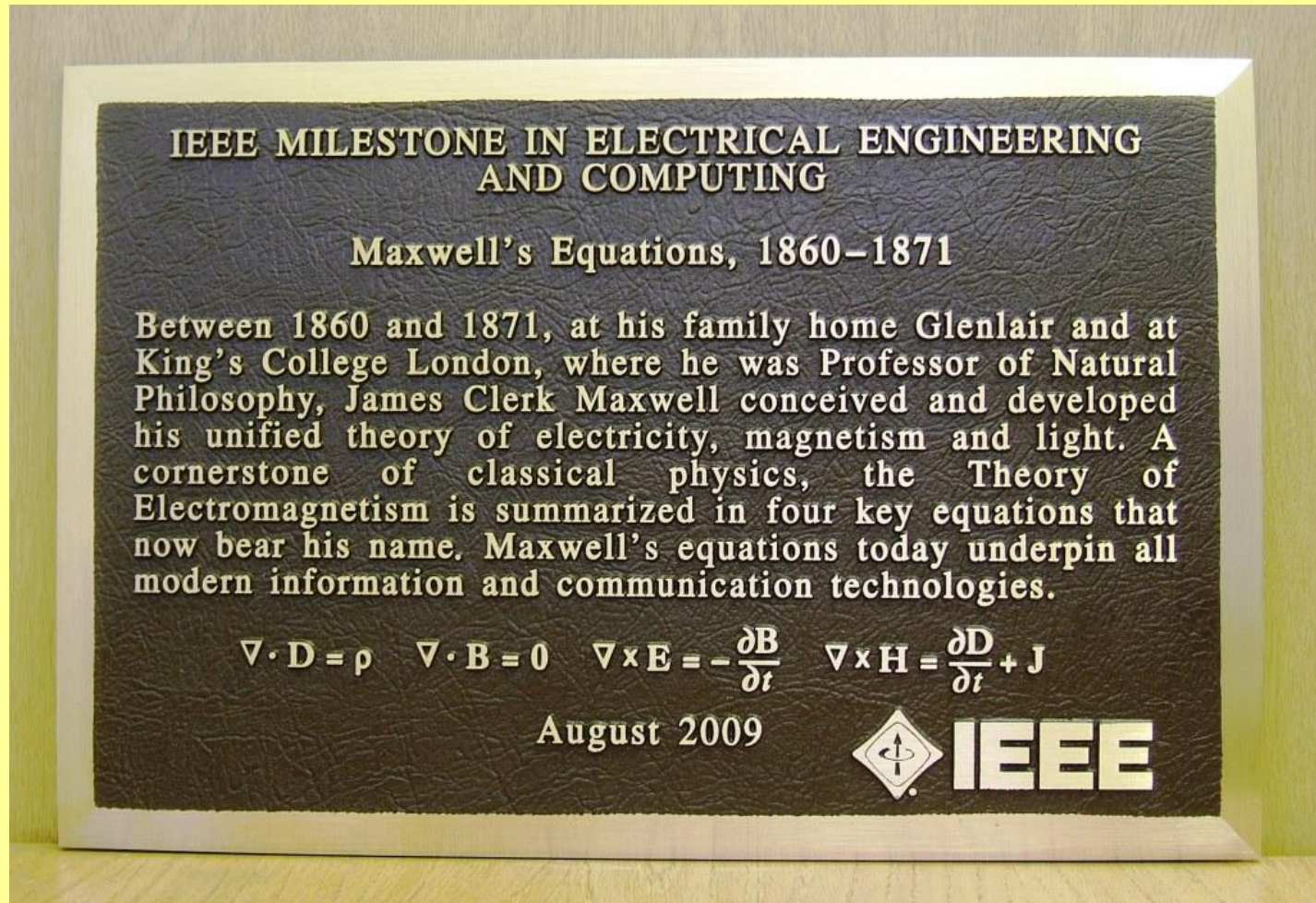
Within some Sections, bank accounts might be illegal, depending on the banking laws of the country

It is inadvisable for IEEE volunteers to hold money of Sections, Chapters, etc. in their personal bank accounts or under their beds.

Sometimes, an arrangement may be made with a University Department to have an '*IEEE account*' to hold such money.

This is not ideal but preferable to holding the money in a personal account.

IEEE Recognition of Historical Achievements



Installation Ceremony at Glenlair, Scotland, August 2009

**Duplicate unveiled at King's College London,
October 2009**

IEEE Industry versus Academia

In Region 8, it is typical that the majority of IEEE Volunteers are from Universities – important to improve industry involvement.

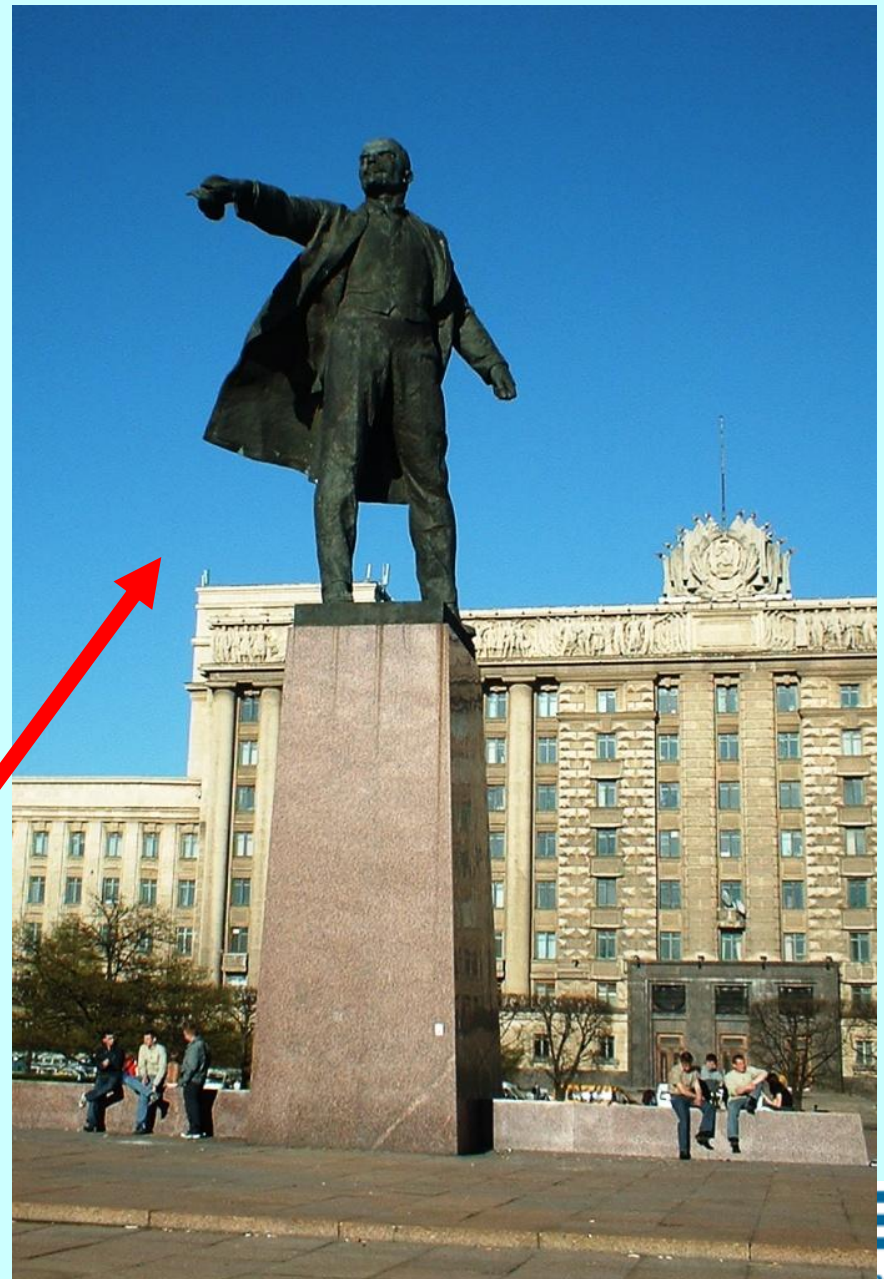
Students and GOLD Members need to be encouraged to keep their membership AFTER graduation, it is very easy to 'lose them' when they go to "employment".

**IEEE must offer something more to encourage them to keep their membership:
a difficult problem !!!**

Look after and support your student members

IEEE is not a centrally controlled entity in which all the components have to obey the commands of a single central management.

NOT the model for IEEE !!



St. Petersburg, Russia, May 2005

just my opinion:

***Its distributed nature is the key to the robustness of IEEE, giving it the capability to adapt and survive despite its complexity and the unpredictability of the future
...)***

Tony Davies <tonydavies@ieee.org>

Lorem ipsum

- Lorem ipsum dolor sit amet
- Consectetur adipisicing elit
 - Sed do eiusmod tempor incididunt ut labore et dolore magna aliqua
 - Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat
- Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur
- Excepteur sint occaecat cupidatat non

Questions? Comments?



Thank you!

