Chapter Coordination Sub-Committee Report
Region 8 Meeting – Quebec City (Canada) – September 2008
Chair: Gérard-André Capolino, University of Picardie, Amiens, France
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1. Introduction

It is the end of the two-year term of this team which has been launched in 2007 with a new structure and new ideas.

Two main tasks have been performed: one related to chapter links with Region 8 with help of divisions (10 of them) and responsible for areas (5 of them), the other related to the Chapter of the Year (CotY) contest.

Composition of the sub-committee for 2007-2008
Division delegates:
D1: Enrico Sangiorgi (never show-up)
D2: Peter Magyar
D3: Zdzislaw Papir
D4: Uwe Bratzler
D5: Hermann Kopetz (never show-up)
D6: Tariq Durrani (never show-up)
D7: Bruno Meyer (never show-up)
D8: Bernard Courtois
D9: Jan Biemond
D10: Pierre Borne
Regional delegates:
Western Europe North: Johan Driesen (never show-up)
Western Europe South: Silvano Donati
Eastern Europe: Maciej Ogorzalek (never show-up)
Africa: Farhat Fnaiech (never show-up)
Middle East: Said El-Khamy

It should be noted that the delegates from divisions have been suggested by the division directors themselves on the contrary of the regional delegates who have been chosen among us and have been accepted by the Region 8 director. Even if the number of members has been considered as oversized (16), the cost was reasonable for Region 8 considering the number of travels really done (see list joined herewith).

2. Chapter of the Year Contest

The previous form has been up-dated and largely improved (joined herewith). It has been sent to both section chairs (via Region 8 coordinates) and chapter chairs (via HQ e-mail list: http://www.ieee.org/portal/pages/tab/roster/index.html).

The competition has been rather successful with 16 received applications (ie 45% more than the previous year).

First suggestion: to go ahead with the form as it is

Second suggestion: Silvano Donati has suggested recognizing more than two chapters a year (one is for Large Chapter, one is for Small Chapter). Three more awards have to be given (with or without money depending of Region 8 budget):

Most Improved Chapter
to a chapter recently started and which has obtained significant results in its first or second year of activity.

Most Innovative Chapter
to a chapter introducing something outstanding as a service to its members or offering a new organization, improved communication and much more.

Most Increased Membership Chapter
to a chapter having the largest percentage of increase for regular members.

3. Links and coordination for Chapters in Region 8

What has been achieved?
A chapter roster (99 pages) which has to be updated (by the help of societies, by the help of CCSC delegates, by the help of Section Chairs).
432 (or more) chapters are existing in Region 8
83 only are in Region 8 website
Only 100 did answer to our request of basic information.

What has not been achieved?
A real communication in between Region 8 and **ALL** the chapters which is the real aim of CCSC.
Chapters are complaining more against sections than against societies!
Chapter chair meetings are not enough numerous in Region 8.

Suggestions:
A huge task to correct and to complete the roster (should be mandatory for Section Chairs when they use to report)
To launch several Chapter Chair Symposia (ChapChaSym) is the different Region 8 areas in order to save some money and to put Society Officers with Chapter Chairs together on a regular basis (once every two years for example). These ChapChaSym could be funded by both Region 8 and Societies!
To involve more Chapter Chairs in Region 8 conference organization (I'm not sure it has been done): it is the way to attract new members.
An other suggestion could be linked to Region 8 website as a tool of communication in between chapter and Region 8 officers. Need a lot in term of volunteering activity: website design (it does not exist at the Society level)!

4. Conclusion

Coordinating chapters is really a difficult task considering their number (more than 400) and their diversity. It is necessary to simplify the coordination to its maximum.
CotY contest is successful and a source of motivation for chapters (more awards should be a plus).
Roster has to be improved up to zero error by help of Section Chairs.
ChapChaSym have to be organized in Region 8 on a regular basis.
The new team will have to go ahead with improvements.

Respectfully submitted on September 13, 2008
Gérard-André Capolino, Fellow IEEE, Region 8 CCSC Chair (2007-2008)