

**Unapproved Minutes of the 97th IEEE Region 8
Committee Meeting held on 18-19 August 2011
San Francisco, USA**

List of Participants

<u>Position</u>	<u>Name</u>
IEEE Region 8 Director	Marko Delimar
IEEE Region 8 Director-Elect	Martin Bastiaans
R8 Past-Director	Józef Modelski
IEEE Region 8 Secretary	Costas Stasopoulos
IEEE Region 8 Treasurer	Brian Harrington
R8 V/C Member Activities	Ali El-Mousa
R8 V/C Student Activities	Elias Nassar
R8 V/C Technical Activities	Saurabh Sinha
Austria	Jan Haase
Bahrain	Adel A. H. Abdulla
Belarus	Valentin Baranov
Benelux	Wim Van Etten
Bosnia and Herzegovina	Dusanka Boskovic
Bulgaria	Rossitza Goleva
Croatia	Igor Kuzle
Cyprus	Gregoris Maliotis
Czechoslovakia	Peter Farkas
Denmark	Erik Stilling
Egypt	Samir I. Shaheen
Estonia	Urmet Janes
Finland	Heikki Koivo
France Vice Chair	Christine Nora
Germany	Axel Richter
Ghana	Amoakoh Gyasi-Agyei
Greece	Athanasios Skodras
Hungary	Anikó Szakál
Iceland	Saemundur Thorsteinsson
Iran	Hamid Soltanian-Zadeh
Iraq	Sattar Bader Sadkhan
Israel	Sigmond Singer
Italy	Lorenzo Vangelista
Jordan	Gheith Abandah
Kuwait	Fadhel Abulhasan
Latvia	Andrejs Romanovs
Lebanon	Ghassan Shaban
Lithuania	Dalius Navakauskas
Malta	Paul Micallef
Nigeria	Gloria Chuwudebe
Norway	Tobias Aigner
Poland	Maciek Ogorzałek

Portugal	Bruno Gonçalves
Republic of Macedonia	Goce Arsov
Romania	Mircea Eremia
Russia	Alexeev Sergey
Russia (Northwest)	Anastasiia Stotckaia
Saudi Arabia (East)	Jaafar Ibrahim
Saudi Arabia (West)	Dheya Shuja'a Al-Othmany
Serbia and Montenegro	Natasa Neskovic
Slovenia	Matej Zajc
South Africa	Jacques van Wyk
Spain	Manuel Castro
Sweden	Igor Gazdik
Switzerland	Andreas Doering
Tunisia	Loulou Mourad
Turkey	Okyay Kaynak
Ukraine	Oleksandr Stanislavovich Yandulsky
United Arab Emirates	Eesa Al Suwaidi
United Kingdom and Republic of Ireland	Christopher J. James
Zambia	Reuben Munungwe
Awards & Recognitions Chair	Charles Turner
Chapter Coordinator Chair	Daniel Pasquet
Conference Coordinator Chair	Carl Debono
Electronic Communications	George Michael
GOLD Activities Chair	Salima Kaissi
Industry Relations Chair	Ghaleb Dandan
Membership Development Chair	Dirk Van Hertern
Standards Coordinator	David Law
Student Representative	Jorge Soares
Region 8 News	Zhijia Huang
Jubilee Book Editor	Kurt Richter
Sections Congress Coordinator/Strategic	Pilar Molina Gaudó
Technical Committees	Vladimir Katić
Publications	Stefano Zanero
Life Members	Aleksandar Szabo
Germany membership development	Jens Haubrock
Hungary Section chair	Imre Rudas
Kuwait Section	Rania A. Azmi
Portugal Chair	Rui Santos Cruz
SAC	Muhammad Mustafa
GOLD	Rafal Sliz
GOLD	Nele Reynders
SAC	Jef Beerten
	Jan Verveckken
	Maja Matijasevic
	Habib M. Kammoun
	Sinan AlSheikh
	Urban Burnik

Day 1 - Thursday 18 August 2011

1. Call to order

The Region 8 Director, Marko Delimar, opened the 97th IEEE Region 8 Committee meeting and asked the Secretary, Costas Stasopoulos, to make the roll call.

2. Roll Call

The Secretary, Costas Stasopoulos, made the roll call and there was a quorum.

3. Welcome

Michael R. Andrews, Director Elect of Region 6, welcomed everybody to San Francisco and to IEEE Sections Congress 2011. He then gave some travel information about San Francisco.

5. Introduction of Officers

An introduction of all the Section Chairs and representatives was made by the Secretary and themselves. All the appointed members of Region 8 introduced themselves too.

6. Introductory remarks

The Region 8 Director, **Marko Delimar**, welcomed everybody in San Francisco. He said that there should be bidirectional communication and involvement of the Section Chairs. He asked everybody to speak up and participate in the discussions.

4. Adoption of the Agenda

Marko Delimar presented the agenda; it was approved unanimously as shown below.

AGENDA

#	Type	Agenda Item	Presenter
1		Call to Order	Delimar
2		Roll Call	Stasopoulos
3		Welcome	Delimar
4		Approval of the agenda	Delimar
5		Introduction of new officers	Stasopoulos
6		Introductory remarks	Delimar/Stasopoulos

CONSENT AGENDA

#	Type	Agenda Item	Presenter
11	Act	Approval of the Minutes of the London Meeting	Stasopoulos
101	Rep	Awards and Recognition	Turner
102	Rep	Chapter Coordination	Pasquet
103	Rep	Conference Coordination	Debono
104	Rep	Educational Activities	Hassan
105	Rep	Electronic Communications	Michael
106	Rep	GOLD Activities	Kaissi
107	Rep	Industry Relations	Dandan
108	Rep	Information Management	Mónica
109	Rep	Life Members	Szabo

110	Rep	Membership Development	Van Hertem
111	Rep	Professional Activities	Zajc
112	Rep	Publications	Zanero
113	Rep	Region 8 News	Saam/Huang
114	Rep	Standards Activities	Law
115	Rep	Technical Committees	Katić
116	Rep	Voluntary Contribution Fund	Stoilkov
117	Rep	Women in Engineering	Ponci
201	Rep	Austria	Haase
202	Rep	Bahrain	Qamber / Abdulla
203	Rep	Belarus	Baranov
204	Rep	Benelux	Van Etten
205	Rep	Bosnia and Herzegovina	Boskovic
206	Rep	Bulgaria	Goleva
207	Rep	Croatia	Kuzle
208	Rep	Cyprus	Maliotis
209	Rep	Czechoslovakia	Farkas
210	Rep	Denmark	Stilling
211	Rep	Egypt	Shaheen
212	Rep	Estonia	Janes
213	Rep	Finland	Koivo
214	Rep	France	Borne/Nora
215	Rep	Germany	Richter
216	Rep	Ghana	Gyasi-Agyei
217	Rep	Greece	Skodras
218	Rep	Hungary	Rudas/Szakál
219	Rep	Iceland	Thorsteinsson
220	Rep	Iran	Soltanian-Zadeh
221	Rep	Iraq	Bader Sadkhan
222	Rep	Israel	Litsyn /Singer
223	Rep	Italy	Vatalaro/Vangelista
224	Rep	Jordan	Abandah
225	Rep	Kenya	
226	Rep	Kuwait	Al-Jaragh/Abulhasan
227	Rep	Latvia	Ribickis/Romanovs
228	Rep	Lebanon	Shaban
229	Rep	Lithuania	Navakauskas
230	Rep	Malta	Micallef
231	Rep	Morocco	Essaaidi
232	Rep	Nigeria	Chuwudebe
233	Rep	Norway	Olsen/Aigner
234	Rep	Oman	
235	Rep	Poland	Ogorzałek
236	Rep	Portugal	Cruz/Gonçalves
237	Rep	Qatar	
238	Rep	Republic of Macedonia	Arsov
239	Rep	Romania	Dobrescu /Eremia
240	Rep	Russia (Northwest)	Kutuzov /Stotckaia
241	Rep	Russia (Siberia)	

242	Rep	Russia	Gulyaev /Sergey
243	Rep	Saudi Arabia (East)	Al-Dabal /Ibrahim
244	Rep	Saudi Arabia (West)	
245	Rep	Serbia and Montenegro	Neskovic
246	Rep	Slovenia	Zajc
247	Rep	South Africa	van Wyk
248	Rep	Spain	Castro
249	Rep	Sweden	Gazdik
250	Rep	Switzerland	Doering
251	Rep	Tunisia	Loulou
252	Rep	Turkey	Kaynak
253	Rep	Ukraine	Yandulsky
254	Rep	United Arab Emirates	Bastaki /AL SUWAIDI
255	Rep	UKRI	James
256	Rep	Zambia	Munungwe

ACTION/DISCUSSION

#	Type	Agenda Item	Presenter
301	Disc	Director's Report	Delimar
302	Disc	Secretary's Report	Stasopoulos
303	Disc	Treasurer's Report	Harrington
304	Disc	Region 8 Strategic Direction	Modelski
305	Disc	Section Development and Vitality	Bastiaans
306	Disc	Member Activities	El-Mousa
306a		The GOLD Book	El-Mousa/Kaissi
307	Disc	Student Activities	Nassar
307a		Student Awards Interactive Session	Nassar
308	Disc	Technical Activities	Sinha
309	Act	R8 Sections Congress recommendations	El-Mousa/Molina
310	Disc	Short presentations by R8 Director-Elect candidates	Modelski
311	Act	Approval of the R8 slate for 2012 Annual Elections	Modelski
312	Act	Election of 2012 R8 Vice-chairs	Modelski
313	Disc	Region 8's 50 th Anniversary	Bastiaans/Richter
314	Act	Awards	Delimar/Turner
315	Disc	Section formation approval process, update	Bastiaans
316	Dics	Eta Kappa Nu	Delimar/Katronetsky
317	Dics	IEEE Sales and Marketing	Delimar/Dahl/Canning
318	Disc	IEEE Brand	Delimar/Gerstmann
320	Disc	Communication within IEEE Sections	Gazdik
321	Disc	MGA update	Delimar/Jankowski
321a	Disc	Section registration process	Delimar/Jankowski/Sinauskas
322		New Business	Delimar
323		Group photo	Stasopoulos
324	Act	Next Meeting	Delimar
325	Act	Adjournment	Delimar

7. Approval of the Consent Agenda

The consent agenda was presented and adopted unanimously.

The reports and presentations that follow can be found at:

<http://www.ieeer8.org/category/committee/meetings/2011-august-san-francisco/>

301. IEEE Region 8 Director's Report

Marko Delimar, Region 8 Director, introduced the members of the committee; he stated its mission and vision, went through some key facts and characteristics, talked about some recent activities and pointed out some challenges for the future. He gave an overview of last year's events, introducing the new Subsections in our Region and he also mentioned the upcoming events. He talked of the establishment of Section officers' term limits. Then he went on giving the key challenges of Region 8: Africa, Cooperation with European agencies, and Conferences.

304. Region 8 Strategic Direction

Jozef Modelski, Past Region 8 Director and Strategic Planning Chair, gave his vision and mission of Region 8 and the key steps needed to realize them. He gave the primary challenges for the Region for 2012 and he talked of the Strategic Planning workshop that was held in London and of its key recommendations.

321. MGA update

Cecelia Jankowski, Managing Director, Member and Geographic Activities, presented the main MGA activities and her main thoughts for the MGA strategy for 2012. She gave some member statistics and then she presented some new products like IEEE.TV, Volunteer Desktop, memberNet, Global History and Center for Leadership Excellence. She stressed that MGA is truly focused on the member and not on the membership. An update was given on all the functions and future plans for MGA.

312a. Section registration process

Cecelia Jankowski, Managing Director, Member and Geographic Activities, and **Cheryl Sinauskas**, Director, Geographic Activities, presented the IEEE Legal Status Project. Its main purpose is to assess and identify registration requirements and ensure that IEEE complies with all applicable laws and regulations in every country where it conducts its activities. Legal efforts are underway now and its implementation is targeted through 2013.

302. Secretary's Report - Approval of R8 London meeting minutes

Secretary **Costas Stasopoulos** gave an account of the Region 8 meeting in London. He mentioned that the web pages of the Sections are very important and that some Sections do not have a web page. He thanked all Region 8 Committee members for their support and cooperation and George Michael, the Electronic Communications Coordinator.

The Minutes of the London meeting were approved unanimously.

303. Treasurer's Report

Brian Harrington, the Region 8 Treasurer, gave the Present Financial Position of the Region. He talked of the required reporting from the Section and stressed that it is the Section's responsibility to submit all the reports on time. He then presented the budget for 2012, which is a balanced one. Further

progress was made on cost control. He concluded that the performance of the Region 8 finances is steady under uncertain market conditions.

R8 Committee adopted the budget as it was presented by the Treasurer unanimously.

306. Member Activities Report

Ali El-Mousa, R8 V/C Member Activities, started by introducing the GOLD team and gave the key facts and activities of the group. He urged everybody to create a GOLD affinity group. Then he presented the Professional Activities team giving their goals and plans. They organize activities to enhance members' careers in soft skills, management, communications and others. Then the team for Membership Development was presented, where local activities and personal contact are very important. He then gave some member statistics and information on e-membership. Then he talked about Life Members, their activities and future events. He talked of the new Women in Engineering Coordinator and her plan of activities. There are many WIE affinity groups and many events have been happening. He then presented the R8 website team and gave information on the new R8 web site which is under development. He then gave some information on the Region 8 News.

306a. The GOLD Book

Ali El-Mousa, R8 V/C Member Activities, and **Salima Kaissi**, GOLD Activities Chair, proudly presented the GOLD book, which is an effort to create a legacy of the R8 GOLD activities, shows excellent work of GOLD AGs, and gives the opportunity to learn of past experiences and to motivate Section chairs to establish new GOLD Affinity Groups.

309. Sections Congress Recommendations

Pilar Molina Gaudó, Sections Congress Coordinator, presented the four Region 8 recommendations that were submitted to Sections Congress.

307. Student Activities

Elias Nassar, R8 V/C Student Activities started by introducing all the members of his team and gave the goals of his committee. He stressed the important issue of communicating with student members and the efforts made towards this direction. He then gave an overview of Student Membership in R8 and he presented the student activities that took place in 2011 like CeUSBC 12-14 May, Linz, Austria, Egyptian Student Branch Meeting, 16-17 April, Egypt, and the upcoming events like the UKRI Student Branch Congress, 2-4 September, UK, the IEEEXtreme 5.0 competition, the SPC 2012 and others. He also explained what the Twin Student Branch Program is and he gave the IEEE R8 Student Paper Contest SPC 2011 results. Then he asked the Section Chairs for their help in order to promote student activities.

307a. Student Activities Interactive Session

Jorge Soares, R8 Student Representative, and **Jef Beerten**, Student Awards & Contests coordinator, announced through an interactive process the various Student Awards. The Section Chairs from each country received the awards which will be handed out to the respective students at a Section event.

314. Awards

Charles Turner, the Awards and Recognitions Subcommittee Chair, explained why awards and recognitions are important in IEEE, how to generate awards activities and an Awards awareness program, and how to begin the process in each Section. He also urged the participants to propose candidates for various awards.

The following motion was presented:

Region 8 Outstanding Section Award

1. Introduction

The Region 8 Outstanding Section Award is being established with the goal of recognizing excellent performance by Region 8 Sections. Two categories of award will be made.

- **Large Section** = 501 or more members (including Students) as of 31st December of the past year.
- **Small Section** = 500 or fewer members (including Students) as of 31st December of the past year.

The Award is for outstanding success of a Section in fulfilling its goals - in accordance with IEEE policy - by organizing technical, professional and geographic activities for the benefit of its members and by maintaining, enhancing, and supporting the Student Branches, Chapters, and Affinity Groups within its geographic boundaries.

2. **Title**

The award will be entitled "The IEEE Region 8 Outstanding Section Award".

3. **Eligibility**

- (a) All Region 8 Sections are eligible and can apply for one of the two awards according to their relative size.
- (b) No Section may receive two Region 8 Outstanding Section Awards within three years.
- (c) Two Region 8 Outstanding Section Awards will be presented annually. One large Section (501 or more members (including Students) as of 31 December of the previous year) and one small Section award (<= 500 or fewer members (including Students) as of 31 December of the previous year).

4. **Conditions for nomination**

- (a) Nominations must be submitted using the forms available from the Region 8 Awards and Recognition Subcommittee.
- (b) A statement must be included in the nomination that identifies the specific activities performed by the Section that qualify it to be an outstanding Section in Region 8.
- (c) The Nomination Form must be completed by a nominator familiar with the work of the Section.
- (d) The nominated Section must have satisfied all of the IEEE reporting requirements on time.

5. **Basis of the award:**

The following aspects and activities are considered in the selection of the Outstanding Section and should be part of the nomination documents:

- The completed nomination form for the Region 8 Outstanding Section Award must be submitted before the deadline;
- Section submission of financial, officer and meeting reports is a necessary condition for award nomination;
- Data concerning member retention of the section;
- Data about number of Student Branches relative to the number of Technical universities within the Section's geographic boundaries;
- Report concerning the activities of GOLD / WIE / Life Members Affinity Groups ... etc. within the Section, or the plans for their formation;
- Report about Student Branches activities (e.g. Student paper contest, recruitment of Student members, etc.);
- Report about technical and professional activities, (e.g. professional meetings, continuing educational activities, conferences, workshops, chapters' technical meetings, use of IEEE distinguished lecturers Program, etc...);
- Activities related to membership development within the section;
- Report concerning means of communications with Section members, including the frequency of newsletter issues, e-mail newsletters, regular updating of Section, Chapters, and Student Branches Web pages;
- Community projects and services that increase public visibility of IEEE.

Other criteria used for the selection of the Outstanding Section:

- Relationship of Section to National Societies, other non-IEEE organizations and industry;
- Conferences sponsored by the Section;
- Public events held by the Section to help improve the visibility of IEEE and its members;
- Activities performed in the Section on behalf of society and the engineering profession.

Selection and award process:

- Two Region 8 Outstanding Section Awards will be presented annually, one each for large and small Sections;
- Recipients will be selected by the Region 8 Awards and Recognition Subcommittee;
- Nominees and recipients will be notified;
- Recipients will receive an inscribed plaque;
- Region 8 Director will present the award at an appropriate event to the Section Chair.

6. Adjudication

The adjudicators are the members of the Region 8 Awards and Recognition Subcommittee.

7. Timetable

Call for Nominations	30 November
Nomination Deadline	15 February

The motion was adopted unanimously.

310. Presentations from Director-Elect Candidates for 2013-2014

Jozef Modelski, Chair of the Nominations and Appointments committee, gave the slate of candidates for 2013-2014 R8 Director-Elect. Those were: Saurabh Sinha (South Africa Section) and Costas Stasopoulos (Cyprus Section). He then gave the slate of candidates for 2012 R8 Vice Chairs: Vice Chair for Member Activities, Ali El-Mousa (Jordan Section), Vice Chair for Technical Activities Saurabh Sinha (South Africa Section), and Vice Chair for Student Activities, Elias Nassar (Lebanon Section).

The two Director-Elect Candidates gave presentations and then they accepted questions from the R8 committee which they answered.

318. IEEE Brand

Marsha Longshore, Senior Manager, Corporate Communications, talked about branding and why branding is so important and why brand alignment is also important. She explained what the IEEE brand is: An authentic reflection of who we are and what we value, every point of contact, the collection of symbols, experiences and associations that shape how others perceive IEEE. She then asked the question of how the alignment can be increased by us: Remember to keep your own uniqueness and strength while leveraging the IEEE Master Brand, learn about the brand, use the IEEE Master Brand correctly. The goal is to have a better aligned brand to increase member and volunteer engagement, increase membership in IEEE and IEEE societies, increase participation in IEEE activities, increase purchase of IEEE products and services, increase affinity toward IEEE units and the IEEE brand. It will also maintain and strengthen the IEEE brand, ensure the integrity of the IEEE brand, set IEEE apart from its competitors, and communications based on the guidelines will help ensure members, industry professionals, and other organizations to perceive IEEE as a leader of the global technology community.

320. Communication within IEEE Sections

Igor Gazdik, Sweden Section chair, talked about communication and participation within Sections, especially in sparsely populated Sections. IEEE faces fierce competition from other local and international Technical organizations. Each member should gain something from IEEE. But how do you do that? He asked the Committee members to give him any suggestions they might have.

308. Technical Activities

Saurabh Sinha, R8 V/C Technical Activities, started by stating the Five Priorities that were set by the IEEE BoD for 2011. Then he presented the Chapter Coordination Subcommittee (ChCSC), the Conference Coordination Subcommittee (CoCSC), the Educational Activities Subcommittee (EASC), the Industry Relations Subcommittee (IRSC), the Standards Coordinator, the TAB "Committees" Liaisons and the Technical Publications Coordinator. For each of the Subcommittees he gave detailed

information on the past and future events and activities highlighting their success and pointing the direction they should go in the future.

Recess

Day 2 - Friday 19 August 2011

305. Section Development and Vitality

Martin Bastiaans, IEEE R8 Director-Elect, explained what Section Vitality is. The goal is to increase member engagement, improve relationships with and between members, increase operational efficiency and effectiveness, enhance collaboration with other business units, increase membership. He then gave some guidelines on how to reach these goals and some success factors for vitality. He also gave some best practices from Sections around our Region. Finally, he drew the attention to some relevant Break-Out sessions at Sections Congress and introduced **Babak Beheshti**, MGA Vice Chair Geographic Unit Operations, who gave some more details about these Break-Out sessions.

313. Region 8's 50th Anniversary

Martin Bastiaans, IEEE R8 Director-Elect, started by giving the four different dates in 1962 and 1963 that can be considered as the birth date of Region 8. He suggested that we should celebrate the 50th anniversary for the whole year. He also urged the Sections to celebrate locally, as well.

Kurt R. Richter, IEEE R8 Jubilee Book Coordinator, showed the editorial board for the Jubilee Book and he then explained the details on the Web-based Book and on the Printed Book. He urged the Section Chairs to make their inputs to these projects. He finished by giving some information on the creation of the Region 8 archive.

316. IEEE Eta Kappa Nu

Fern E. Katronetsky, IEEE-HKN Executive Director, explained what IEEE-HKN is and how the merger was done, what it means for Students, and all the details on IEEE-HKN Chapters and how to establish one. She finished by giving the IEEE-HKN Awards Program.

317. IEEE Sales and Marketing

Jonathan Dahl, IEEE Global Sales & Customer Operations, gave the 2011 IP business summary and the key IEEE product sales trends. He stated that the money earned had a 230% growth in 10 years and that STM industry sales have a steady growth. He then gave details of IEEE sales by customer and region saying that IEEE sales in Region 8 equals 25% of the total IEEE one. He finished by giving some key projects for 2011.

311. Approval of the R8 Slate for 2012 Annual Election

The R8 Slate for 2012 Annual Election was approved by the Region 8 committee.

312. Election of 2012 R8 Vice-chairs

The 3 Vice Chairs were elected as following:

Vice Chair for Member Activities, Ali El-Mousa (Jordan Section)
Vice Chair for Technical Activities, Saurabh Sinha (South Africa Section)
Vice Chair for Student Activities, Elias Nassar (Lebanon Section).

315. Section Formation Approval Process, update

Marko Delimar, IEEE R8 Director, mentioned that the Section formation approval process is presently under discussion in MGA.

322. New Business

A review of the recommendations for the Sections Congress was made and then voting instructions were given.

A presentation on EnergyCon 2012 to be held on 9-12 September in Florence, Italy, was given.

A presentation on Melecon 2012 to be held on 25-28 March in Hammamet, Tunisia, was given.

324. Next Meeting

The next Region 8 Committee meeting will be held in Berlin, Germany, on 31 March – 1 April 2012.

325. The Region 8 Director moved to end the Region 8 Committee meeting. **The motion was adopted.**

Adjourn