

**Chapter Coordination Subcommittee (ChCSC)****Elya B. Joffe**

The members of the ChCSC are Elya B. Joffe (Israel Section) (Chair) and Simay Akar (Turkey Section)

**Highlights from the past**

- New Chapters
  - 13 new chapters approved since October 2013
- 6 student branch chapters and 7 regular chapters
  - 12 new chapters in stages of approval
- 8 student branch chapters
- 4 regular chapters (2 joint, 1 single, 1 merger of 2 chapters in the same Section)
- S/C R8 Chapter Coordinators Roster
  - Updated S/C R8 Chapter Coordinators Roster
- Multiple communications with S/C presidents
  - ALL 45 S/C R8 representatives appointed (after multiple (¿3) reminders S/C to Presidents)
- R8 ChCSC in Budapest, Hungary, April 4, 2014
  - Initiated planning for R8 ChCSC in Budapest, Hungary, April 4, 2014
- Invitations and agenda sent to coordinators
  - Implemented Lessons learned from April, 2013 Meeting
- Meeting extended to 14:00
- Topics for presentation: Top choices from Survey following 4/13 ChCSC Meeting
  - Best practice from societies / councils
  - Engaging students and young professionals
  - How to communicate with chapters
  - How to rejuvenate inactive chapters
- Polled S/C representatives for additional topics of interest
- Chapter of the Year Awards
  - Created R8 SB Chapter of The Year Award (Approved in R8 Committee, Sarajevo, Bosnia (10.14))
  - Call for Nominations published early 2014 with deadline 1st March
- Both for Chapter of the Year and Student Branch Chapter of the Year
- eNotice submitted
- Facebook announcements
- Held webinar (4/2/14) to promote submissions and explain the process (23 participants)
  - 15 nominations received (12 for Chapter awards and 3 for SB Chapter awards)
- Recipients to be announced in Budapest
- New Initiatives in Process
  - SB Chapter of the Year Award: Put into practice
  - Monthly Chapter Webinars: Started February, 2014
- Why and how to nominate your chapter for the "chapter of the year" awards (4/2/2014)
- How to invite DLs? (10/3/2014)
  - "Best Practices" Manual - In process
  - ChCSC Operations Manual - In preparation
- Intended to capture experiences and "corporate knowledge"

**Future activities**

- Chapter Formation Requests
  - Review & Recommend Director and Vice Chair approval of chapters & affinity groups formation in R8
- Continued work on new initiatives
  - Consolidated "Best Practice" Manual
  - Chapter Leadership Training Webinars
  - Create a regular timeline for ChCSC activities
- Continue participation in Regional S-C Chapter Retreats
  - Scheduled with 6th Microwave & Radar Week, Lviv, Ukraine, June 16-21
- Continue participation in SB Chapter Congresses

**Best practices**

- Early and repeated requests for S/C representative nominations (Resulted in a full slate of representatives)
- Improved Chapter of the Year Nomination Process (
  - Reduced data requirements
  - Publicized the awards
  - Resulted in a broader nominations)
- Chapter Webinars (A great on-going service to the chapters)
- ChCSC Meeting
  - Very effective
  - Attentive to S/C requests and pole after Madrid meeting resulted in helpful data for Budapest
  - Data will be gathered during the Budapest meeting too

**Points of concern / Topics for future discussion**

- Less concerns from recent year (Quite a few addressed and overcome in 2013)
- Response from S/C Presidents to communications
  - Required multiple reminders
- Funding