Goals

- CoCSC coordinates financially or technically co-sponsored conferences in the region.
- CoCSC consists of Adel M. Alimi (Tunisia, CoCSC chair), Jan Haase (Austria, CoCSC past chair), and Pèter Nagy (Hungary, Member).
- Email: r8.cocsc@ieee.org
- Website: http://cocsc.ieeer8.org/ http://goo.gl/b0897A or http://www.ieeer8.org/technical-activities/conference-coordination/conference-coordination-subcommittee-cocsc/

IEEE Region 8 Flagship Conferences

- A Member of CoCSC participated to Eurocon 2015 and Region 8 Student Paper Contest finals (8-11 September 2015, Salamanca, Spain).
- ENERGYCON 2016, Leuven, Belgium http://www.ieee-energycon2016.org/
- MELECON 2016, Limassol, Cyprus http://www.melecon2016.org/
- CoCSC received some bids for 2017 Region 8 conferences (EUROCON 2017 AFRICON 2017):
- The selected bids for IEEE R8 flagship conferences will be transmitted to the R8 Opcom meeting to advice them about which one to choose.

IEEE Panel of Conference Organizers (POCO'15, July, Glasgow, UK)
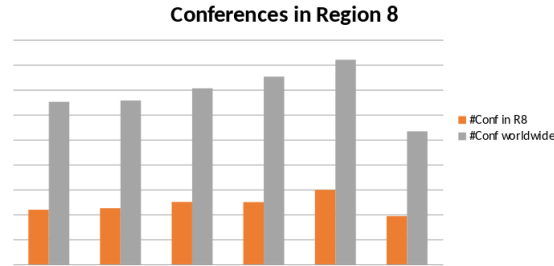
- All the CoCSC team participated to the IEEE Panel of Conference Organizers (POCO'2015) in July in Glasgow.
- There, new tools, new rules, new plans, and new ideas for the increase of paper quality at IEEE conferences were presented and discussed.
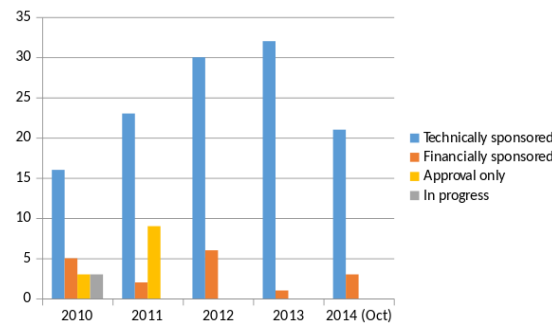
CoCSC Free Webinars

- CoCSC will organize 2 free webinars about conference organization basics (in October and November).
- The CoCSC webinars will allow conference organizers to familiarize with IEEE procedures and gain knowledge on organizing successful conferences.
- A webinar explaining the basic topics to conference organizers of conferences in R8 and section chairs is planned for end October 2015. It will be presented by Jan Haase (CoCSC) and John Tracy (IEEE Conference Services) and will cover the following topics:
  - How to start a conference
  - Timelines
  - Committee lists
  - Financial vs. technical co-sponsoring
  - Memorandums of understanding (MoUs)
  - The process of applying for co-sponsoring
  - IEEE Conference Exchange (ICX)
  - IEEE Xplore and how do I get my proceedings published there?
  - Where can IEEE staff help me?
  - What does co-sponsoring cost?
  - Specifics of IEEE Region 8
  - Questions and answers
- A second webinar is planned for middle of November 2015, focusing on specific topics in conference organization, particularly the conference finances.

Financial and Technical Co-sponsored Conferences in Region 8

- CoCSC examined and reviewed conferences sponsorship requests:
- 34 MoUs processed and signed until October 2015.
- 48 MoUs processed and signed in 2014.
- 34 MoUs processed and signed in 2013.
- 36 MoUs processed and signed in 2012.
- 25 MoUs processed and signed in 2011.
- 21 MoUs processed and signed in 2010.
- CoCSC is preparing data for invoices.
- CoCSC will establish a Financial Process for 2014 2015 R8 TCS conferences.
- CoCSC will get/stay in contact with conference organizers who are interested in R8 TCS (even if MoU was rejected or would be rejected).
- A new development is the rapid growth of conferences wanting technical sponsorship from the local section or sub-section. In some cases, R8 has to approve only since the section in question is currently not fully functional. For sub-sections, R8 always has to approve until the sub-sections reach their full section status.
- The number of conferences sponsored by IEEE units in region 8 is increasing. The figure below shows the number of conferences during the last 6 years:

Conferences in Region 8

- The top 10 sections organizing conferences financially or technically co-sponsored by IEEE units in region 8 on 2015 are Italy (94), France (49), UKI (43), Germany (42), Portugal (31), Spain (30), Poland (22), Turkey (19), Tunisia (17), and Russia (16).
- The Figure below shows the MoUs signed during the years, until October 2015:

Points of concern / Topics for future discussion

- Select the location, organizers of 2017 Region 8 flagship conferences
- Increase the budget of CoCSC by R8 TCS (co-sponsorship fee change - MGA meeting, voting).
- Increase the paper quality at IEEE conferences organized in the region: discuss plagiarism cases.
- Increase the participation of industrials in the conferences (coordination with IAS).
- Increase organizing IEEE conferences in Africa (Africa Committee).
- Look for new R8 flagship conferences (Big Data, Cloud Computing, Gaming, etc.)

Changes in IEEE Conference Organization

- Flagship conference bids are now using the developed templates facilitating the process http://www.ieeer8.org/wp-content/uploads/2012/04/IEEE_Region_8_CoCSC_Proposals_v4.doc.
- IEEE e-Notice service is used for R8 conference advertisement (e-mails go only to R8 members) http://www.ieee.org/organizations/vols/e-notice/.
- Proceedings of conferences co-sponsored by IEEE will not automatically go into IEEE Xplore anymore. Papers have to pass quality checks. This means that technical and financial IEEE sponsors have to increase their involvement in conferences and make sure that quality is maintained.
- Post-conference reporting requirements have been posted online.

Rules in R8 Conference Sponsorship and Technical Co-Sponsorship

- Requirements and standard Application Forms are available http://www.ieeer8.org/download/13519/.
- Non-IEEE conferences (i.e. no IEEE entity is involved financially) are charged a general administrative fee of US $500 for R8 Technical Co-Sponsorship.
- Templates for financial and Technical co-sponsorship Memorandum of Understanding are available http://www.ieeer8.org/download/13531/ & http://www.ieeer8.org/download/13533/
- The new conference management tool, IEEE Conference Exchange (ICX) is to be used to produce the MoU automatically while registering the conference with IEEE.
- More information here: http://www.ieee.org.za/R8/TA/CoCSC/IEEE_Region_8_CoCSC_Benefits_v2.doc

Conference Organizer's Handbook

- The CoCSC prepared a handbook (or "howto") for conference organizers to be sure which steps to take and which forms to submit when and where.
- This handbook was created mostly by the work of Dirk van Hertem and then improved by Jan Haase.
- The handbook itself can be downloaded from the R8 CoCSC webpage at http://goo.gl/FGGnbY