



Introduction

- ▶ **Vitality means initiative, energy and enthusiasm in organizing activities and timely reporting**
- ▶ **Vital Sections better serve their members**

Train and Inform Yourself

- **Center of Leadership Excellence (CLE)**
- **Volunteer Leadership Training (VOLT)**
- **MGA Operations Manual (Section 9)**
- **R8 Bylaws and Operations Manual (R8-8)**
- **Organization Roster**
- **Section Vitality Dashboard**
- **SAMIEEE - Predefined Queries**
- **v-Tools**
- **Support Center**

Differences Influencing Vitality

- **Section and its territory: size, section covering one or more countries, more sections inside one country**
- **Size of section concerning membership (small, medium and large sections)**
- **Low income. Difficulties in payment of dues**
- **Late or no reporting**
- **Elections and appointments of new officers at irregular intervals**
- **Cultural differences**

Program and Self Assessment

- **Prepare the Section Program of activities for the calendar year on time**
- **Self assessment - Section Vitality Checklist**
- **Be informed and efficient**
- **Fulfill membership needs**

Measuring Section Vitality

- **Activity is measured through timely officer, meeting and financial reporting**
- **Reporting is the condition to receive the yearly rebate**
- **Be familiar with the Geographic Unit Rebate Schedule, Requirements and Procedures**
- **All Sections receive reminders to report on time**

Officer Reporting

- **Reporting includes the Section itself, chapters and affinity groups**
- **Reports of officers must be submitted online within 20 days following the elections and/or appointments of officers**
- **Report the Term Start Date and the Term End Date**

Meeting Reporting

- **Sections had to report at least 5 meetings in 2016 to qualify for the rebate. There is an activity bonus of 200\$ if the Section reports 10 or more meetings (Done!)**
- **For chapters and affinity groups the minimum is 2 meetings. There is an activity bonus of 75\$ if 6 or more meetings are reported. For chapters only technical meetings are counted!**

Reporting Deadlines in 2017

- ▶ **Sections were required to submit their 2016 annual financial reports by the last day of February 2017 (moved forward by two weeks this year) and their annual officer and meeting reports by 15 March 2017, to be eligible for the dues rebates**
- ▶ **All Sections whose financial, meeting and officer reporting have been submitted by 17 February 2017 will receive a 10% bonus of the total rebate (not including activity bonuses)**

Late Finance Reporting

- ▶ **Exceptions for payments of the dues rebate to those units submitting the reports after the deadlines shall be at the discretion of the R8 Director, and at least a 10% penalty shall be applied to all such exceptions**

Use of the Rebate

- **The rebate is paid to the section**
- **The funds provided are intended for the support of not only the section's activities, but also the activities of its subunits, including subsections, chapters, affinity groups, and student branches**
- **Section officers are encouraged to support the activities of existing units and to form new units**

Elections

- **In 2017 for many Sections it is time to organize elections**
- **Look for successors, volunteers ready to spend sufficient time to do the job, take responsibility and serve members**
- **Organize democratic elections in your Section, Subsection, Chapters and Affinity Groups well before the current officers term end date to secure a long enough transition period**
- **Term start date should be 1 January.
Term end date should be 31 December**

Officer Period of Service

- **Section Officer period of service can be 1 or 2 years. In R8 it is usually 2 years**
- **The consecutive period of service in any one office should not exceed 4 years. All officers shall not serve in any one position, in any single organizational unit, more than 6 years**

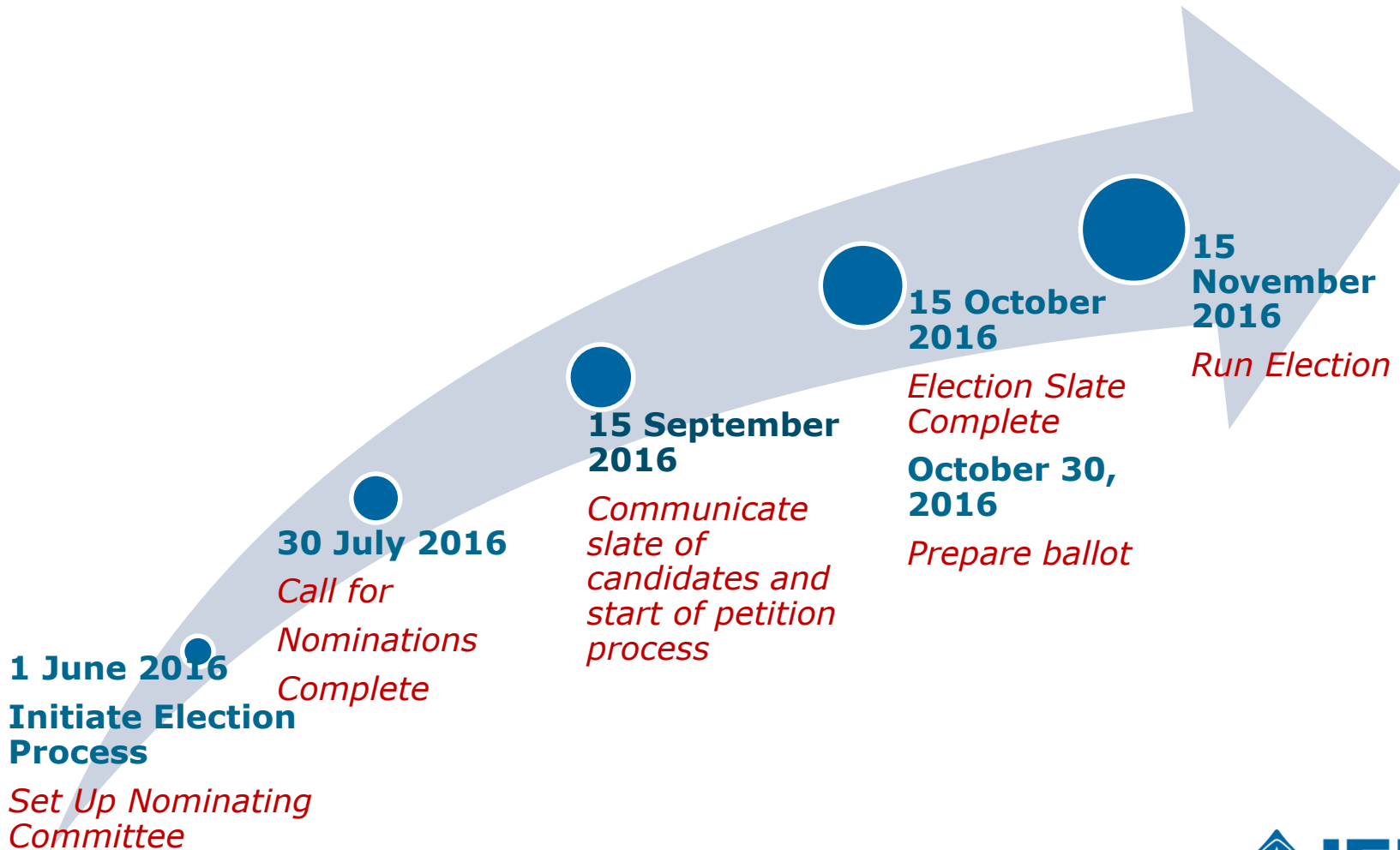
Vice Chair becoming Chair

- **A Section may define in its local operating procedures document if the Vice Chair shall automatically become the Chair at the conclusion of their term**
- **In such a case other officers are elected taking into account that the Vice Chair will become the Chair after concluding his/her term**

Electronic Voting

- ▶ **Use v-Tools for electronic voting to make possible that all voting members can vote easily**

Election Timeline Sample

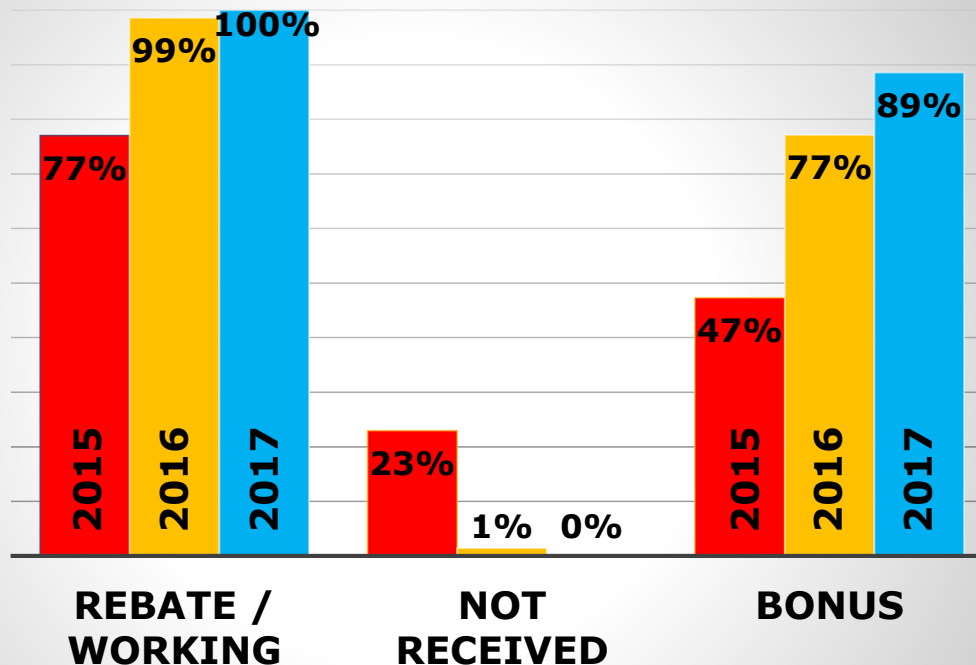


Filling the Vacancy

- **Any vacancy occurring during the year shall be filled by majority vote of the Section ExCom**

Finance Reporting Results

Status at Reporting Deadline



■ 27/03/2015 ■ 15/03/2016 ■ 28/02/2017

- Despite shorter deadline, all due reports have been submitted on time – 100% return.
- Further increase in sections qualifying for the bonus – at least 89%.
- The three Russia sections got an extension.

Financial Reporting - Conclusions

- ▶ **Further improvement this year - a very good result. We have achieved that by direct personal involvement with Section officers and by working with them and with the IEEE Finance to jointly resolve the issues**
- ▶ **Easier and improved financial reporting procedures have also helped. Excel templates, for which we fought so hard in recent years, were used by 56% of GEO units (34% last year)**
- ▶ **Many thanks to all Section officers and to IEEE Finance staff!**

Thank you!

Thank you! Questions?