Volunteer Orientation

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IEEE
Advancing Technology for Humanity

Outline

1. Introduction of participants
2. Short overview of IEEE
3. Short overview of Region 8
4. Running a Section successfully
5. Section Vitality Dashboard
6. Overview of Member and Geographic Activities Board
7. Rules of Order during Region 8 Committee meetings
8. Conclusion

Volunteer Orientation

1. Introduction of participants

IEEE Advancing Technology for Humanity

Magdalena Salazar Palma

- **Lives in Madrid, Spain.**
- **PhD Telecommunication Engineering (EEE equivalent).**
- **Full Professor, Carlos III University of Madrid, Spain.**
- **IEEE MGAB member.**
- **R8 Delegate-Elect/Director-Elect 2017-2018.**
- **Spain Section Past Chair.**
- **Sections Congress 2014 Chair.**
- **WIE Committee Past Chair.**
- **AP-S, MTT-S, COM-S, MAG-S, E-S, and WIE member.**
- **AP-S Past President.**
- **MTT-S AdCom member.**
- **IEEE Fellow.**

Your turn!

- **I am from…**
- **My professional position…**
- **My IEEE position…**

Volunteer Orientation

2. Short overview of IEEE

What is IEEE?

- ▣ IEEE is the world's largest technical professional organization dedicated to **advancing technology** for the **benefit of humanity.**

IEEE
Advancing Technology for Humanity

What is IEEE?

- IEEE and its members **inspire** a **global community** through IEEE's highly cited **publications**, **conferences**, technology **standards**, and **professional and educational activities**.

- Key values are **technical innovation**, access to **cutting-edge information**, **networking** opportunities, and exclusive **member benefits**.

IEEE Mission & Vision

- **Mission statement**: IEEE's core purpose is to foster **technological innovation** and **excellence** for the **benefit of humanity**.

- **Vision statement**: IEEE will be **essential** to the **global technical community** and to **technical professionals** everywhere, and be **universally recognized** for the **contributions** of **technology** and of **technical professionals** in **improving global** conditions.

What is IEEE?

- Members support the mission to **advance technology for humanity** and the profession.

- Members **introduce technology careers to students**.

- Members build **technical communities** (Societies & Chapters).

- Members **network with each other** maybe using tools like IEEE Collabratec^{TM} collabratec or others.

Benefits of membership

- Trusted voice.

- Global community.

- Profession:
  - Keeping technically current,
  - Career resources and recognition,
  - Professional networking,
  - Continuing education.

- Member discounts.

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Benefits of membership

- IEEE membership benefits include:
  - IEEE Spectrum magazine subscription,
  - myIEEE member portal access,
  - IEEE Xplore Digital Library discounts,
  - IEEE Mentoring Connection,
  - Networking – professional & personal,
  - Conferences.

Useful links

- IEEE Membership. [link](#) .

- Member Loyalty Program: Recognize the members in your Section for their years of service. [link](#) .

- Geographic Units FAQ's https://supportcenter.ieee.org .

- SAMIEEE: Web-based ad hoc query tool that provides volunteers access to member data. Allows querying, reporting, and downloading of membership data to authorized or designated volunteers. [link](#) .

- eNotice: Electronic service developed for organizational units to facilitate email distribution of newsletters, meeting notices and conference materials.
https://enotice.vtools.ieee.org.

Development support

> IEEE ResumeLab: Online service that allows members to develop a resume or curriculum vitae using a wide array of templates. Members can also perform mock interviews using over 900 potential interview questions or develop letters, portfolios, and skills assessments to use during the interview process. Best of all, the information developed is easily shared with potential employers, mentors, or colleagues via a personalized website. link .

> Center for Leadership Excellence (CLE): One-stop training solution offering a simpler and effective learning experience. https://ieee-elearning.org/**CLE** .

Member grades

- Student: At least 50% of a normal full-time academic program as a registered undergraduate or graduate student in a regular course of study in IEEE-designated fields.

- Graduate student: At least 50% of a normal full-time academic program as a registered graduate student in a regular course of study in IEEE-designated fields.

- The total cumulative period for a member to hold the Student member grade and/or the Graduate Student member grade is limited to eight years.

- Student members or Graduate Student members, upon graduation or upon reaching the total cumulative eight-year limit as a Graduate Student member (whichever occurs first), will be transferred automatically to member grade.

Member grades

- Associate: Technical and non-technical individuals who do not meet the qualifications for member grade but who wish to benefit from membership and partnership in IEEE, and for those who are progressing, through continuing education and work experience, toward qualifications for member grade.

- Student members outside of the IEEE-designated fields, upon graduation or upon reaching the eight-year limit (whichever occurs first), will be transferred to Associate member grade.

Member grades

- Member: Those who have satisfied IEEE-specified educational requirements and/or who have demonstrated professional competence in IEEE-designated fields of interest. For admission or transfer to the grade of member, a candidate may be either:
    - An individual who has received a three- to five-year university-level or higher degree from an accredited institution or program and in an IEEE-designated field,
    - An individual who has received a three- to five-year university-level or higher degree from an accredited institution or program and who has at least three years of professional work experience engaged in teaching, creating, developing, practicing, or managing in IEEE-designated field,
    - An individual who, through at least six years of professional work experience, has demonstrated competence in teaching, creating, developing, practicing, or managing within IEEE-designated fields.

Member grades

▣ Senior: Highest grade for which application may be made. Requires experience reflecting professional maturity. A candidate shall be an engineer, scientist, educator, technical executive, or originator in IEEE-designated fields and shall have been in professional practice for at least ten years and shown significant performance over a period of at least five of those years, such performance including one or more of the following:

  – Substantial responsibility or achievement in IEEE-designated fields,

  – Publication of papers, books, or inventions in IEEE-designated fields,

  – Technical direction or management of important work with evidence of accomplishment in IEEE-designated fields,

  – Recognized contributions to the welfare of the professions encompassed by IEEE-designated fields,

  – Development or furtherance of important courses in one or more of the IEEE-designated fields at an institution in the REP list,

  – Contributions equivalent to those of the above areas related to IEEE-designated fields, provided these contributions serve to advance progress substantially in IEEE-designated fields.

Member grades

- Fellow: Recognizes unusual distinction in the profession and is conferred only by invitation of the Board of Directors upon a person with an extraordinary record of accomplishments in any of IEEE's designated fields of interest.
  - The candidate shall hold Senior member grade at the time the nomination is submitted.
  - Normally, the candidate shall have been a member in any grade for a period of five years or more preceding 1 January of the year of election; however, the five-year membership requirement may be waived for a Fellow candidate who has been engaged in professional practice (as needed to qualify for Senior member grade) in a geographical area where, in the judgment of the Board of Directors, it was difficult to become a member previously, as evidenced by the absence of a Section previously and the recent formation of a new Section to cover that geographical area. In such case, membership of five years or more in a recognized local electrical, electronics, or computer-engineering society may substitute for the five-year IEEE membership requirement, when the nomination is submitted within four years after the formation of the new Section.

Other categories

- Life member: Member who has reached the age of 65 years and who has been a member of IEEE (or one of its predecessor societies) for such a period that the sum of his/her age and his/her years of membership equals or exceeds 100 years.
  - Basic dues and assessments are waived for those achieving Life Member status.
- Young Professionals: Post-Student members who are within 15 years of receiving their first professional degree with an option to participate beyond the 15-year time span.
- Society Affiliate: Member of an IEEE Society who are not IEEE members and are not entitled to any IEEE benefits or services that are reserved solely for IEEE members.
  - All affiliate benefits and services come directly from the individual IEEE Society offering affiliation.
  - For each Society one is affiliated with, the applicant pays a separate annual affiliate fee plus that IEEE Society's annual membership dues.
 - Not all Societies offer affiliation.

IEEE organization

- Grouped into **geographic areas** reflecting where members live and work …
  - **10** Geographic Regions,
  - **334** Sections within Regions,
  - **3,005** Student Branches at colleges and universities over 100 countries.
- … and **technical areas** based on members technical fields of interest (Knowledge Communities, both global and local):
  - **39** Technical Societies, **7** Technical Councils, and **12** general technical communities,
  - **2,116** Chapters that unite local members with similar technical interests,
  - **1,481** Student Branch chapters of Technical Societies.

http://www.ieee.org/about/today

IEEE organization

- Members may also group up attending to non-technical interests or affinities.
- The following have been approved as parent organizational units of local affinity groups:
  - Consultants Network , CN,
  - Life Members , LM,
  - Women in Engineering , WIE,
  - Young Professionals , YP (formerly GOLD).
  - With a total of **486** affinity groups worldwide which are non-technical subunits of one or more Sections or Regional Councils.
- Other groups are:
  - IEEE Entrepreneurship (http://entrepreneurship.ieee.org/),
  - Special Interest Group on Humanitarian Technology (https://www.ieee.org/special_interest_group_on_humanitarian_technology.html) and other groups focusing on humanitarian efforts,
  - And several virtual communities.

IEEE Regions
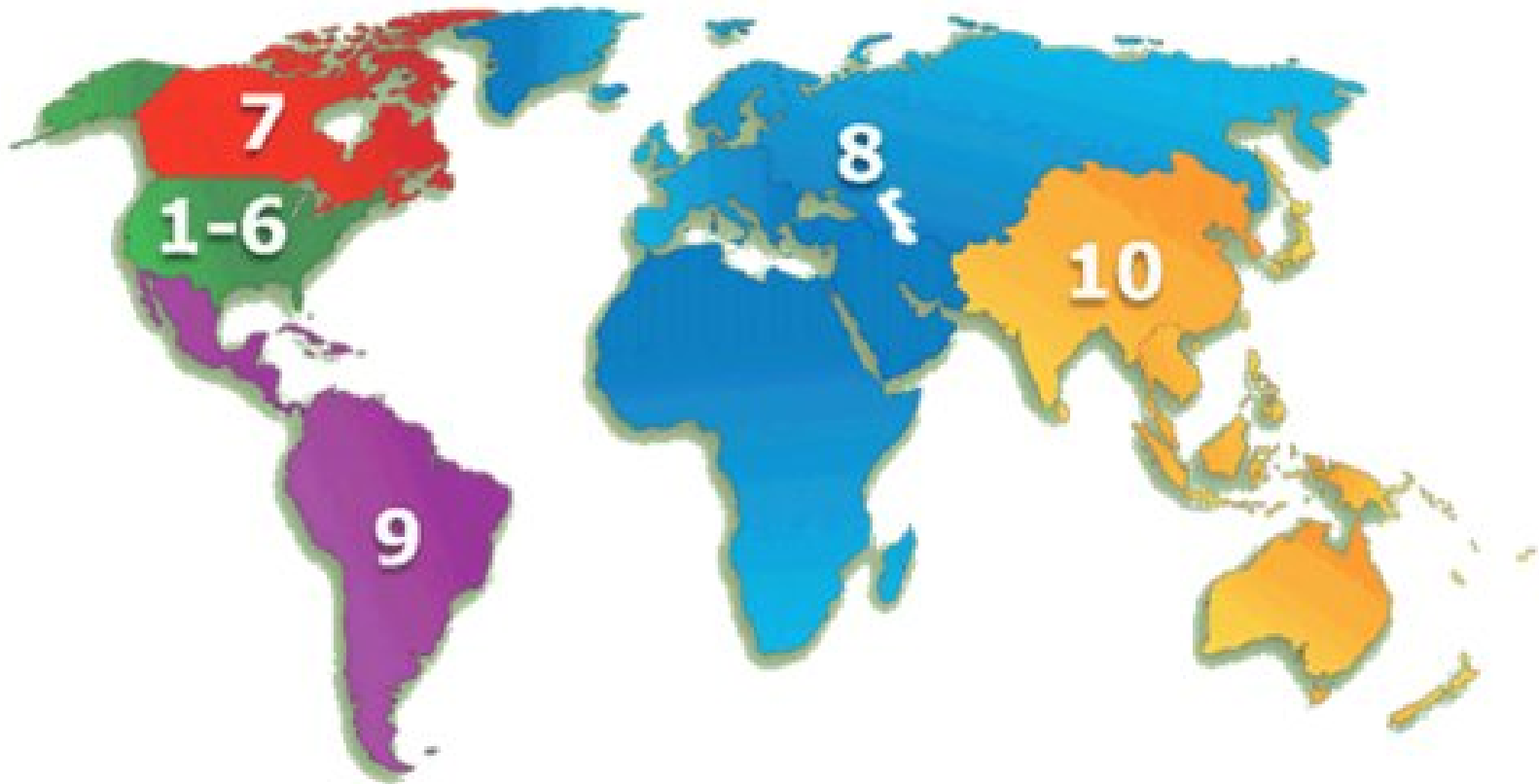
IEEE Divisions

39 Societies and **7 Technical Councils** grouped
in **10 Divisions** (same number as for Regions):

I. Circuits and Devices (CAS, ED, SSC; CEDA, Nano)

II. Industrial Applications (CPMT, DEI, IA, IM, PEL, UFFC)

III. Communications Technology (Com)

IV. Electromagnetics and Radiation (AP, BT, CE, EMC, Mag, MTT, NPS; CRFID, CSC)

V. Computer (C)

VI. Engineering and Human Society (E, IE, PSE, PC, R, SIT, TEM)

VII. Energy and Power Engineering (PE)

VIII. Computer (C)

IX. Signals and Applications (AES, GRS, IT, ITS, OE, SP, VT)

X. Systems and Control (CIS, CS, EMB, Pho, RA, SMC; Bio, Sen, Sys)

IEEE organization

- Brings together members with similar interests.
- Sponsors
  - Conferences,
  - Workshops,
  - Tutorials,
  - Seminars,
  - And so on.
- Develops publications:
  - Journals,
  - Magazines,
  - Newsletters.
- Recognizes member accomplishments.
- Helps members to network through Societies, Chapters, Conferences, and other tools, e.g., IEEE Collabratec^{TM}
  collabratec

IEEE Section – the basic GeoUnit

- Sections provide a local community of colleagues.
- Members build a network through activity in
  - Sections,
  - Chapters within the Section,
  - Student Branches within the Section.
- Volunteers develop new skills and experience:
  - Management,
  - Teamwork,
  - Leadership.
- Volunteers:
  - Gain recognition,
  - Recognize achievements of others.

IEEE Governance Organization

MEMBERS — **Assembly**

Board of Directors

Publications, Services and Products Board

Educational Activities Board

Standards Association

IEEE-USA

Member & Geo Activities Board

Technical Activities Board

Regions & Sections

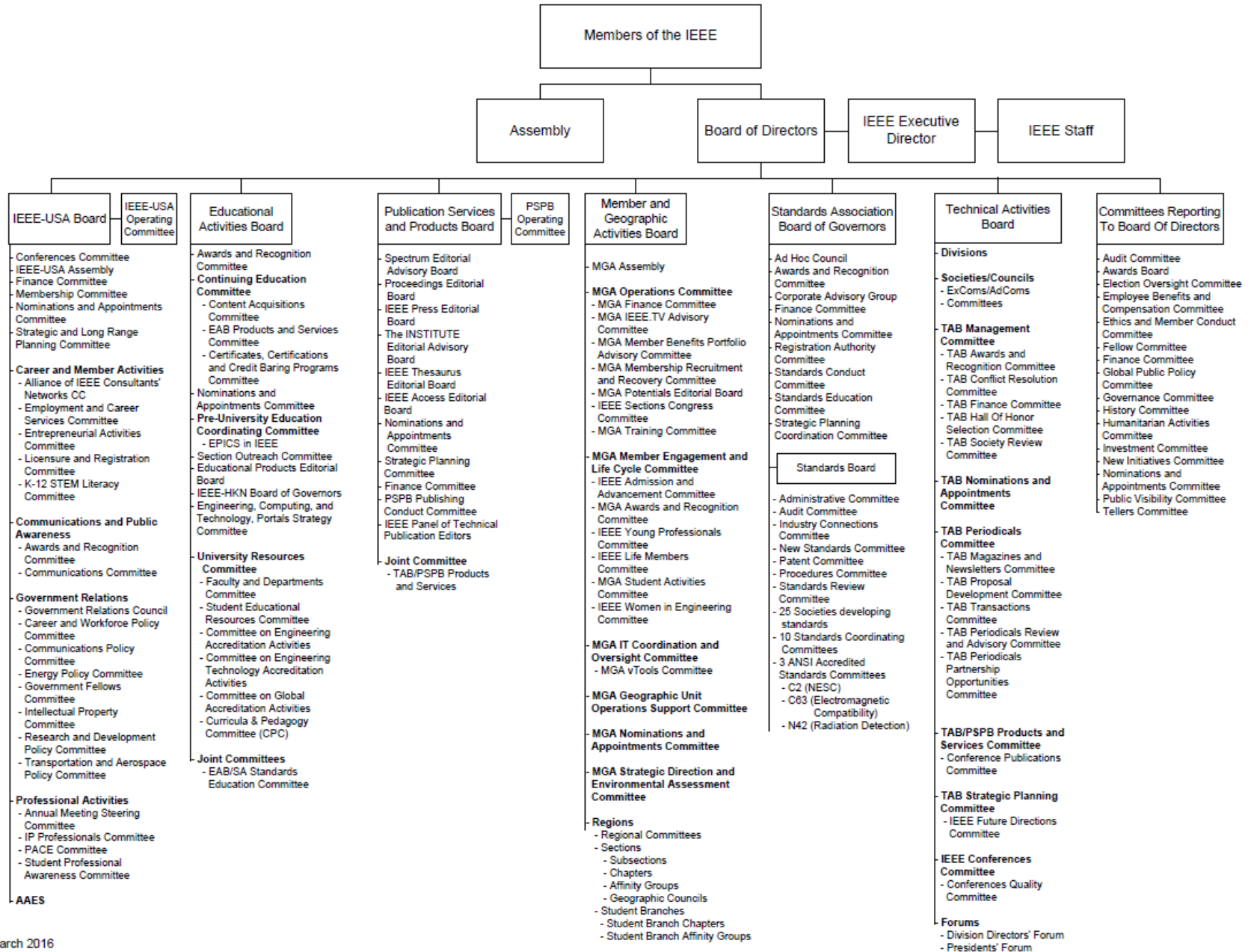**Societies & Tech. Councils**

Chapters

IEEE Organization

- IEEE Officers
  - Voting members of IEEE elects a **President** each year.
  - Serves for three years:
    - President-Elect,
    - President and CEO,
    - Past-President.
- President also serve on IEEE **governing bodies**:
  - **IEEE Board of Directors (31 voting members: 3 "Presidents" + 6 Vice Presidents + Secretary + Treasurer + 10 Regional Directors + 10 Division Directors),**
  - **IEEE Assembly (23 voting members: 3 P + 10 RD + 10 DD).**

IEEE Organization

- **IEEE Major Boards** have elected volunteer leadership.
- Six subordinate boards govern major areas of IEEE interest:
    - **Member and Geographic Activities (MGAB),**
    - **Technical Activities (TAB),**
    - **Educational Activities (EAB),**
    - **Publication Services and Products Board (PSPB),**
    - **Standards,**
    - **IEEE-USA.**
- There are a number of **Committees** that report either to BoD or to the Boards.
- **IEEE** is governed by **volunteers** for **volunteers**, with the help of a reduced number of qualified staff members.

Summary of the IEEE Organization

Members of the IEEE

- Assembly
- Board of Directors
- IEEE Executive Director
- IEEE Staff

IEEE-USA Board / IEEE-USA Operating Committee

- Conferences Committee
- IEEE-USA Assembly
- Finance Committee
- Membership Committee
- Nominations and Appointments Committee
- Strategic and Long Range Planning Committee

- **Career and Member Activities**
  - Alliance of IEEE Consultants' Networks CC
  - Employment and Career Services Committee
  - Entrepreneurial Activities Committee
  - Licensure and Registration Committee
  - K-12 STEM Literacy Committee

- **Communications and Public Awareness**
  - Awards and Recognition Committee
  - Communications Committee

- **Government Relations**
  - Government Relations Council
  - Career and Workforce Policy Committee
  - Communications Policy Committee
  - Energy Policy Committee
  - Government Fellows Committee
  - Intellectual Property Committee
  - Research and Development Policy Committee
  - Transportation and Aerospace Policy Committee

- **Professional Activities**
  - Annual Meeting Steering Committee
  - IP Professionals Committee
  - PACE Committee
  - Student Professional Awareness Committee

- AAES

Educational Activities Board

- Awards and Recognition Committee
- **Continuing Education Committee**
  - Content Acquisitions Committee
  - EAB Products and Services Committee
  - Certificates, Certifications and Credit Baring Programs Committee
- Nominations and Appointments Committee
- **Pre-University Education Coordinating Committee**
  - EPICS in IEEE
- Section Outreach Committee
- Educational Products Editorial Board
- IEEE-HKN Board of Governors
- Engineering, Computing, and Technology, Portals Strategy Committee

- **University Resources Committee**
  - Faculty and Departments Committee
  - Student Educational Resources Committee
  - Committee on Engineering Accreditation Activities
  - Committee on Engineering Technology Accreditation Activities
  - Committee on Global Accreditation Activities
  - Curricula & Pedagogy Committee (CPC)

- **Joint Committees**
  - EAB/SA Standards Education Committee

Publication Services and Products Board / PSPB Operating Committee

- Spectrum Editorial Advisory Board
- Proceedings Editorial Board
- IEEE Press Editorial Board
- The INSTITUTE Editorial Advisory Board
- IEEE Thesaurus Editorial Board
- IEEE Access Editorial Board
- Nominations and Appointments Committee
- Strategic Planning Committee
- Finance Committee
- PSPB Publishing Conduct Committee
- IEEE Panel of Technical Publication Editors

- **Joint Committee**
  - TAB/PSPB Products and Services

Member and Geographic Activities Board

- MGA Assembly

- **MGA Operations Committee**
  - MGA Finance Committee
  - MGA IEEE.TV Advisory Committee
  - MGA Member Benefits Portfolio Advisory Committee
  - MGA Membership Recruitment and Recovery Committee
  - MGA Potentials Editorial Board
  - IEEE Sections Congress Committee
  - MGA Training Committee

- **MGA Member Engagement and Life Cycle Committee**
  - IEEE Admission and Advancement Committee
  - MGA Awards and Recognition Committee
  - IEEE Young Professionals Committee
  - IEEE Life Members Committee
  - MGA Student Activities Committee
  - IEEE Women in Engineering Committee

- **MGA IT Coordination and Oversight Committee**
  - MGA vTools Committee

- **MGA Geographic Unit Operations Support Committee**

- **MGA Nominations and Appointments Committee**

- **MGA Strategic Direction and Environmental Assessment Committee**

- **Regions**
  - Regional Committees
  - Sections
    - Subsections
    - Chapters
    - Affinity Groups
    - Geographic Councils
  - Student Branches
    - Student Branch Chapters
    - Student Branch Affinity Groups

Standards Association Board of Governors

- Ad Hoc Council
- Awards and Recognition Committee
- Corporate Advisory Group
- Finance Committee
- Nominations and Appointments Committee
- Registration Authority Committee
- Standards Conduct Committee
- Standards Education Committee
- Strategic Planning Coordination Committee

Standards Board

- Administrative Committee
- Audit Committee
- Industry Connections Committee
- New Standards Committee
- Patent Committee
- Procedures Committee
- Standards Review Committee
- 25 Societies developing standards
- 10 Standards Coordinating Committees
- 3 ANSI Accredited Standards Committees
  - C2 (NESC)
  - C63 (Electromagnetic Compatibility)
  - N42 (Radiation Detection)

Technical Activities Board

- **Divisions**

- **Societies/Councils**
  - ExComs/AdComs
  - Committees

- **TAB Management Committee**
  - TAB Awards and Recognition Committee
  - TAB Conflict Resolution Committee
  - TAB Finance Committee
  - TAB Hall Of Honor Selection Committee
  - TAB Society Review Committee

- **TAB Nominations and Appointments Committee**

- **TAB Periodicals Committee**
  - TAB Magazines and Newsletters Committee
  - TAB Proposal Development Committee
  - TAB Transactions Committee
  - TAB Periodicals Review and Advisory Committee
  - TAB Periodicals Partnership Opportunities Committee

- **TAB/PSPB Products and Services Committee**
  - Conference Publications Committee

- **TAB Strategic Planning Committee**
  - IEEE Future Directions Committee

- **IEEE Conferences Committee**
  - Conferences Quality Committee

- **Forums**
  - Division Directors' Forum
  - Presidents' Forum

Committees Reporting To Board Of Directors

- Audit Committee
- Awards Board
- Election Oversight Committee
- Employee Benefits and Compensation Committee
- Ethics and Member Conduct Committee
- Fellow Committee
- Finance Committee
- Global Public Policy Committee
- Governance Committee
- History Committee
- Humanitarian Activities Committee
- Investment Committee
- New Initiatives Committee
- Nominations and Appointments Committee
- Public Visibility Committee
- Tellers Committee

IEEE quick facts (1)

- More than **423,000 members** in 160 countries; 46.1 % live in the United States (R1-R6), 53.9% in R7-R10.

- More than **117,000 student members.**

- **334 Sections** in 10 geographic Regions worldwide.

- **2,100+ Chapters** unite local members with similar technical interests.

- **3,000+ Student Branches** at colleges and universities in 100 countries.

- **1,480+ Student Branch Chapters** of IEEE Technical Societies.

IEEE quick facts (2)

- **486 Affinity Groups**, non-technical sub-units:
  Young Professionals (YP), Women in Engineering (WIE),
  Life Members (LM), IEEE-USA Consultants' Network.

- **39 Societies** and **7 technical Councils** representing the
  wide range of IEEE technical interests.

- More than **4 million documents** in
  IEEE Xplore Digital Library,
  - more than **8 million downloads** each month.

- More than **1,300 standards** and more than **500
  standards** under development.

IEEE quick facts (3)

- More than **200 transactions, journals and magazines** (1/3 of the world's technical literature in electrical engineering, computer science and electronics):
  - 17 of the 20 top-cited publications in electrical and electronics engineering,
  - 75% of the authors are from outside USA.

- More than **1,800 conferences** in 95 countries:
  - partnering with **1,300 non-IEEE entities** globally,
  - attracting more than **485,000 conference attendees**,
  - publishing over **1,500 conference proceedings** via IEEE Explore.

  Data current as of 31-12-2016, taken from www.ieee.org/about/today

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3. Short overview of Region 8

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Region 8 covers
Europe, Middle East, and Africa
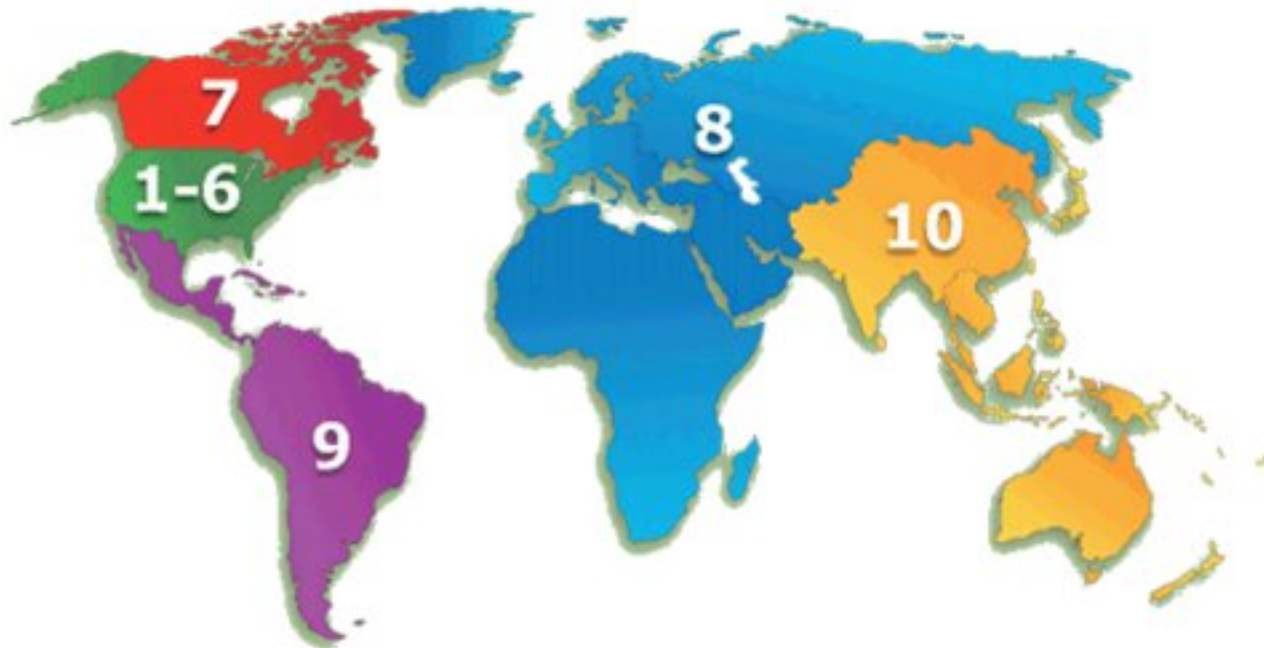
- Largest Region in terms of geographical extension.
- Probably its diversity is also the largest one.

Percent of total IEEE Membership by Region
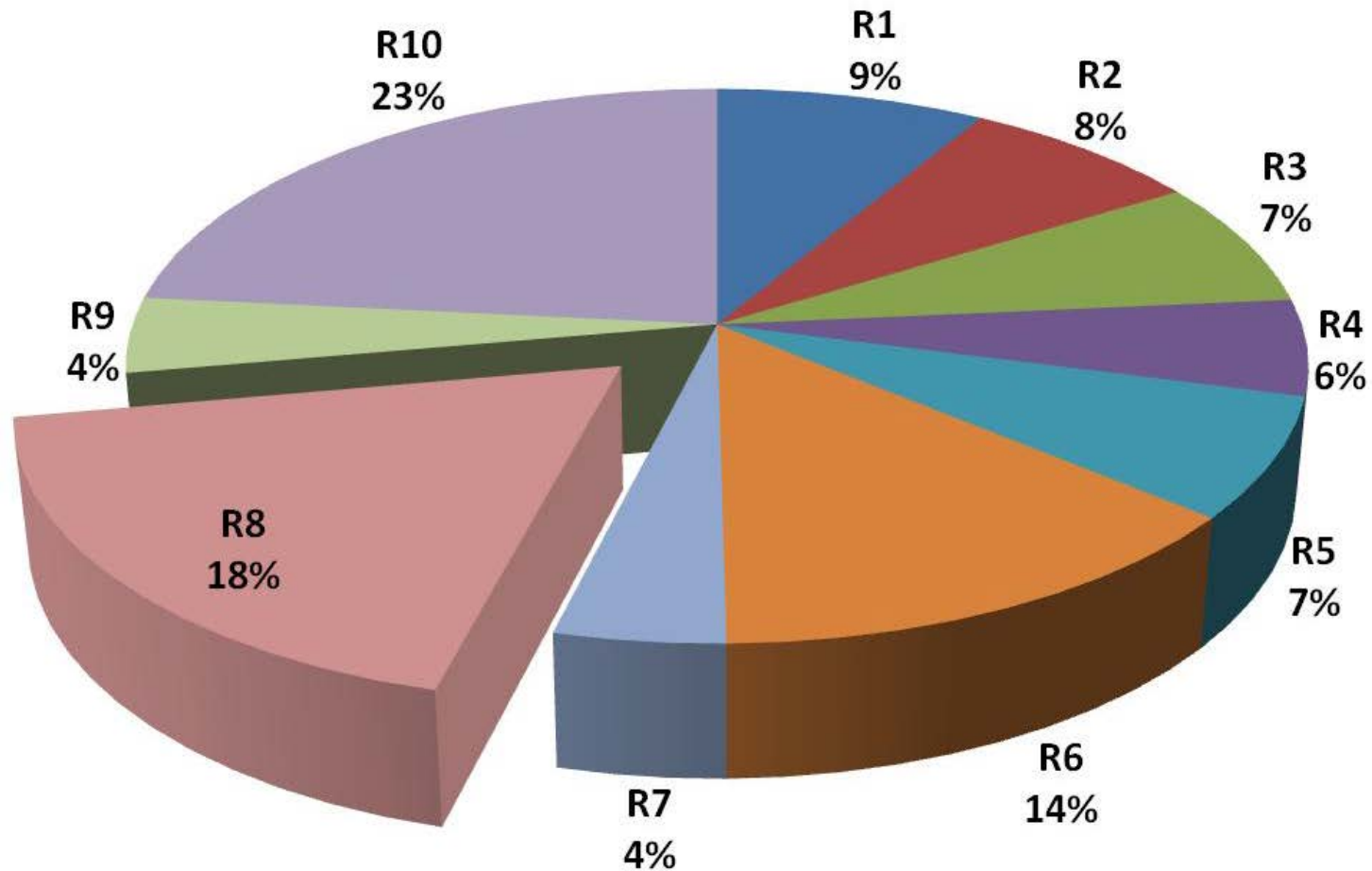
- Second largest in terms of number of members.

R8 Organizational Units data

- 57 Sections
- 7 Subsections
- 1 Area: Africa Area
- 565 Society Chapters
- 79 Affinity Groups
- 508 Student Branches
- 183 Student Branch Chapters
- 74 Student Branch Affinity Groups
- Source: MGA December 2015

'Average' Region 8 Section

- 1,100 Members
  (largest ca. 8,500)
  (median ca. 500)
  (smallest ca. 50)

- 18 OU's
  (with ca. 40 members)
  – 9 Chapters,
  – 1 Affinity Group,
  – 6 Student Branches,
  – 1 Student Branch Chapter,
  – 1 Student Branch Affinity group.

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IEEE Region 8 Vision and Mission

Mission

▣ To serve the needs of the members of the Institute, the profession and society at large, by enhancing and supporting the IEEE's Organizational Units and their activities within Region 8.

Vision

▣ Region 8 is an effectively organized, dynamic and influential entity, recognized as a leading and esteemed part of a truly transnational IEEE, with IEEE benefits equally available to all members.

Key steps to realize the mission

- Provide a platform for coordination, motivation and interaction among Region 8 units.

- Provide a link between the Region and other IEEE organizational units.

- Work to achieve smooth and effective operations in different countries
  - recognizing cultural differences, and
  - effectively cooperating with national societies and other organizations.

- Expand IEEE presence and activities to new geographic areas in Region 8.

- Promote the transnational nature of IEEE within the Region and the Institute.

R8 Operating Committee (OpCom)

Margaretha Eriksson   Magdalena Salazar Palma   Costas Stasopoulos   Jan Verveckken

Ralph Kennel   Antonio Luque   Efthymia Arvaniti   Christopher James

Committee members

- **OpCom**
    - **Director:** Margaretha Eriksson (Sweden)
    - **Director-Elect:** Magdalena Salazar Palma (Spain)
    - **Past-Director**: Costas Stasopoulos (Cyprus)
    - **Secretary:** Jan Verveckken (Benelux)
    - **Treasurer:** Ralph Kennel (Germany)
    - **Vice-Chair, Member Activities:** Antonio Luque (Spain)
    - **Vice-Chair, Student Activities:** Efthymia Arvaniti (Austria)
    - **Vice-Chair, Technical Activities:** Christopher James (UK and Ireland)

Committee members

- **All Section Chairs**:

  http://www.ieeer8.org/category/sections/

  – **Interface to members.**

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Appointed members

- **Action for Industry:** Marios Antoniou (Cyprus)
- **Awards & Recognition:** Costas Stasopoulos (Cyprus)
- **Chapters:** Amara Amara (France)
- **Conferences:** Péter Nagy (Hungary)
- **Educational Activities:** Sohaib Qamar Sheikh (UK and Ireland)
- **Membership Development:** Andrejs Romanovs (Latvia)
- **Professional Activities:** Jan Haase (Germany)
- **Region 8 News:** Roland Saam, Zhijia Huang (UK and Ireland)
- **Sections Congress Coord.:** Marko Delimar (Croatia)
- **Standards Coordinator:** David Law (UK and Ireland)
- **Strategic Planning**: Magdalena Salazar Palma (Spain)
- **Student Representative:** Ines Inacio (Benelux)
- **Young Professionals:** Sara Barros (Benelux)

Ad-hoc members

- **Past Secretary:** Christian M. Schmid (Austria)
- **Past Treasurer:** Brian Harrington (UK and Ireland)
- **Electronic Communications:** George Michael (Cyprus)
- **Assistant Secretary – Social Media and Web pages**: Dora Fourou (Greece)
- **History Activities:** Tony Davies (UK and Ireland)
- **Life Members:** Charles Turner (UK and Ireland)
- **Women in Engineering:** Youmna El-Bitar (Lebanon)
- **Region Vitality Coordinator:** Aleksandar Szabo (Croatia)
- **Voluntary Contribution Fund**: Andreas Koltes (Germany)
- **Africa Area Chair**: Gloria Chukwudebe (Nigeria)

Ref: http://www.ieeer8.org/category/committee/

Africa Area

- Africa has 8 Sections, 6 Sub-Sections and more than 6,000 active members across the continent's 54 countries as of 2016. Africa Area was recommended by IEEE Ad Hoc Committee on Activities in Africa (AHCAA) in 2015 and approved in 2016 by the immediate past Region 8 Director, Costas Stasopoulos.

- Its primary responsibility is to be a centralized coordinating unit for IEEE activities in Africa. Other responsibilities are to provide:
  - Guidance to the members on how to use IEEE's tools, products and network to enhance the engineer in Africa.
  - A common voice for IEEE on the continent and provide an initial point of contact.
  - Volunteer development training to grow IEEE's presence in Africa to benefit all volunteers.

- With Africa Area, it is easier to identify solutions to problems in Africa. More importantly, African volunteers will get more opportunities to know themselves, network and share ideas and best practices for professional development.

What does R8 Committee do?

- Conducts **two annual meetings** with the Region's leadership:
  - coordination of Region 8 business,
  - training for new volunteers.
- Supports activities of local Organizational Units.
- Coordinates meetings for technical and professional purposes in the Region.
- Coordinates student, Young Professionals and Women in Engineering events.
- Coordinates activities between R8 entities and Organizational Units from outside the Region.
- Engages in member development.
- Web site: **www.ieeer8.org** .

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R8 Conferences

- EuroCon
- MeleCon
- AfriCon
- EnergyCon
- HistelCon

- Approximately 300 IEEE conferences in Region 8 every year:
  - Most of them technically co-sponsored.

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IEEE Conferences in R8 (partial view)

IEEE Conferences in R8 (partial view)

Future Region 8 conferences

- [EUROCON 2017](), 6-8 July 2017, Ohrid, Macedonia.
- [AFRICON 2017](), 18-20 September, 2017, Cape Town, South Africa.
- ENERGYCON 2018, March or April, 2018, Limassol, Cyprus.
- MELECON 2018, 7-9 May, 2018, Morocco.
- EUROCON 2019, July 2019, Novi Sad, Serbia.
- ENERGYCON 2020, Tunis – Gammarth, Tunisia.

Looking for Operational Units candidates to organize:

- AFRICON 2019
- MELECON 2020

Sponsoring conferences

- Sections can sponsor conferences. The Section is to sign a Memorandum of Understanding with the other parties.

- Record the decision to sponsor in the Section's meeting minutes. Review the application for sponsorship to make sure that the conference is a success and the quality is high.

- The Section should participate in the conference to gauge quality.

- If the Section needs advice, contact Region 8 Conference Coordinator.

- See www.ieeer8.org/category/technical-activities/conference-coordination/

Volunteer Orientation

4. Running a Section successfully

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What a Section Chair does

- Runs the Section.

- Finds future leaders.

- Be a role model.

- Inspires and mobilizes people.

- Organizes Administrative board meetings.

- Supports other activities:
  - Professional,
  - Technical,
  - Non-technical (including social).

- Reports new officers – important!
  - So they receive e-mail, info material, and so on.

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Why and how to report change of Officers and/or election results?

➢ All officers shall be **elected annually** or **biannually**,

➢ Term of office is 1 January to 31 December,

➢ An officer should not serve in the **same position for more than four consecutive years**, or for more than six years in total.

See MGA Operations Manual, Section 9.4.F:
http://www.ieee.org/documents/mga_operations_manual.pdf

Why and how to report change of Officers and/or election results?

➢ The Section/Chapter must report the change of Officers/volunteers as soon as possible.

  ➢ To ensure the IEEE Geographic Roster will be updated.

  ➢ Ensure volunteers have access to IEEE MGA services:

    • SAMIEEE (web-based ad hoc query tool that provides volunteers access to member data, link),

    • vTools (wide range of tools developed by volunteers for IEEE members and IEEE volunteers: http://sites.ieee.org/vtools/),

    • Entity Web Hosting (service to develop, create and maintain websites on an IEEE host: http://sites.ieee.org/).

➢ IEEE Officer Confirmation Report: http://officers.vtools.ieee.org/

➢ Meeting Reports: https://events.vtools.ieee.org/tego_/authentication/sign_in?_landing=/meeting_report/search

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Positions/areas of responsibility in IEEE Geographic Roster for a Section

- Chair,
- Vice Chair,
- Secretary,
- Treasurer,
- Secretary/Treasurer,
- Industry Relations Coordinator,
- Nominations and Appointments,
- Newsletter,
- Professional Activities,
- Educational Activities,
- Student Activities...

Positions/areas of responsibility in IEEE Geographic Roster for a Section

- Historian,
- SAMIEEE,
- Awards and Recognition,
- Chapter Coordinator,
- Membership Development,
- Electronic Communications Coordinator,
- Chapters Chairs,
- Affinity Groups Chairs,
- Conference Coordinator.

Volunteer Orientation

5. Section Vitality Dashboard

Section Vitality Dashboard

Section Vitality Dashboard

The Section Vitality Dashboard provides Section and other organizational unit leaders a monitoring tool that provides real-time, top-down status view of their section vitality metrics.

On this Page:
> Memberships and statistics
> Leadership
> Other key URLs

• Memberships and statistics

- Section Vitality Dashboard
- Annual Statistics of the IEEE
- Year Over Year Comparison (Geographic Membership Statistics Dashboard)
- 5-Year Membership Trend (coming soon)

Note: When viewing the above Dashboards, use only one of the currently supported browsers: Chrome 31+; Firefox 13+; Firefox 6+; Firefox 3.5+; Internet Explorer 9.x; Safari 2.x; Safari4.x.

t top of page

• Leadership

- Officer history (Vitality Dashboard officer tab)
- All current officers (geographic roster)

• Other key URLs

vTools	SAMIEEE
• Voting • Online Officer Reporting • Meetings and L31 • WebInABox • Surveys • Review Room	eNotice Web Conferencing IEEE Online Rosters

t top of page

2014 (SC2014)

IEEE SECTIONS CONGRESS /// 2014

22-24 August 2014
Amsterdam, Netherlands

> Register now for SC2014
> Learn more about SC2014
> Donate to SC2014
> E-mail SC2014 Coordinator with questions

MGA Links

> E-mail MGA Staff
> Available MGA Board/Committee Positions
> Region Meetings Calendar
> IEEE Contact Center
> IEEE Governing Documents

IEEE Center for Leadership Excellence (CLE)

> View CLE Training

News around IEEE

> IEEE Newsroom
> IEEE Spectrum Online
> The Institute
> IEEE in the News (Public Visibility Initiative)
> Smart Grid Newsletter
> IEEE Conference Organizers' News

Section Vitality Dashboard

Memberships and statistics

- Section Vitality Dashboard: (http://www.ieee.org/societies_communities/geo_activities/dashboard.html).

- Annual Statistics of the IEEE .

- Year Over Year Comparison (Geographic Membership Statistics Dashboard).

Leadership

– Officer history
(Vitality Dashboard officer tab).

– All current officers (Geographic roster).

Section Vitality Dashboard
Other Key URLs

- [vTools](#) ,
- Voting,
- Online Officer Reporting,
- Meeting reporting in "L31",
- WebInABox – web hosting,
- Surveys,
- Review Room.

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Section Vitality Dashboard
Other Key URLs

- [SAMIEEE](#) ,
- [eNotice](#) ,
- [Web Conferencing](#) ,
- [IEEE Online Rosters](#) .

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Section Vitality Dashboard

Section Vitality Dashboard

Volunteer Orientation

5. Short overview of Member and Geographic Activities

Member and Geographic Activities

❑ IEEE Member and Geographic Activities (MGA) is focused on supporting and meeting the members' **needs** and IEEE **membership recruitment and retention** strategies and implementation. IEEE local geographic organizational units (Sections, Chapters, Affinity Groups, and Student Branches) provide unique opportunities for members to attend technical presentations, create strong peer-to-peer connections, and participate in leadership opportunities that can make a positive distinction in IEEE members' jobs and careers.

❑ The IEEE Member and Geographic Activities Board (MGA Board) is responsible to the IEEE Board of Directors, has oversight of IEEE geographic organizational units, and is responsible for IEEE membership and member development.

Member and Geographic Activities

MGA mission

- **I**nspire, **E**nable, **E**mpower and **E**ngage Members of IEEE.
- For the purposes of:
  - Fulfilling the mission of IEEE,
  - Enhancing the members growth and development through their life cycle,
  - Providing a professional home.

MGA vision

- Ensure quality member opportunities for continuous engagement.

Member and Geographic Activities

www.ieee.org/mga

- MGA Home (News; Vision and Mission; Geographic Units).
- MGA News (with an archive of former issues of Scoop).
- MGA Board.
- Geographic Unit Operations Resources.
- Regional World Map.
- MGA Committees, Agendas, and Reports.
- MGA Nominations and Appointments.
- MGA Awards and Recognition Program.
- MGA Operations Manual.

- MGA Department (Staff).

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MGA Board

- ▣ Chair and Vice President, MGA (Mary Ellen Randall).
- ▣ VP-Elect (Martin Bastiaans).
- ▣ Past Chair (Wai-Choong (Lawrence) Wong).
- ▣ Secretary (Cecelia Jankowski).
- ▣ Treasurer (Deborah Cooper).
- ▣ 10 Region Directors.
- ▣ 4 Vice Chairs:
  - – Member Development,
  - – Geographic Unit Operations,
  - – Information Management,
  - – Strategic Management and Analysis.
- ▣ 2 TAB Representatives with voting rights.

https://www.ieee.org/societies_communities/geo_activities/mga_board.html

MGA Board and Committees Structure
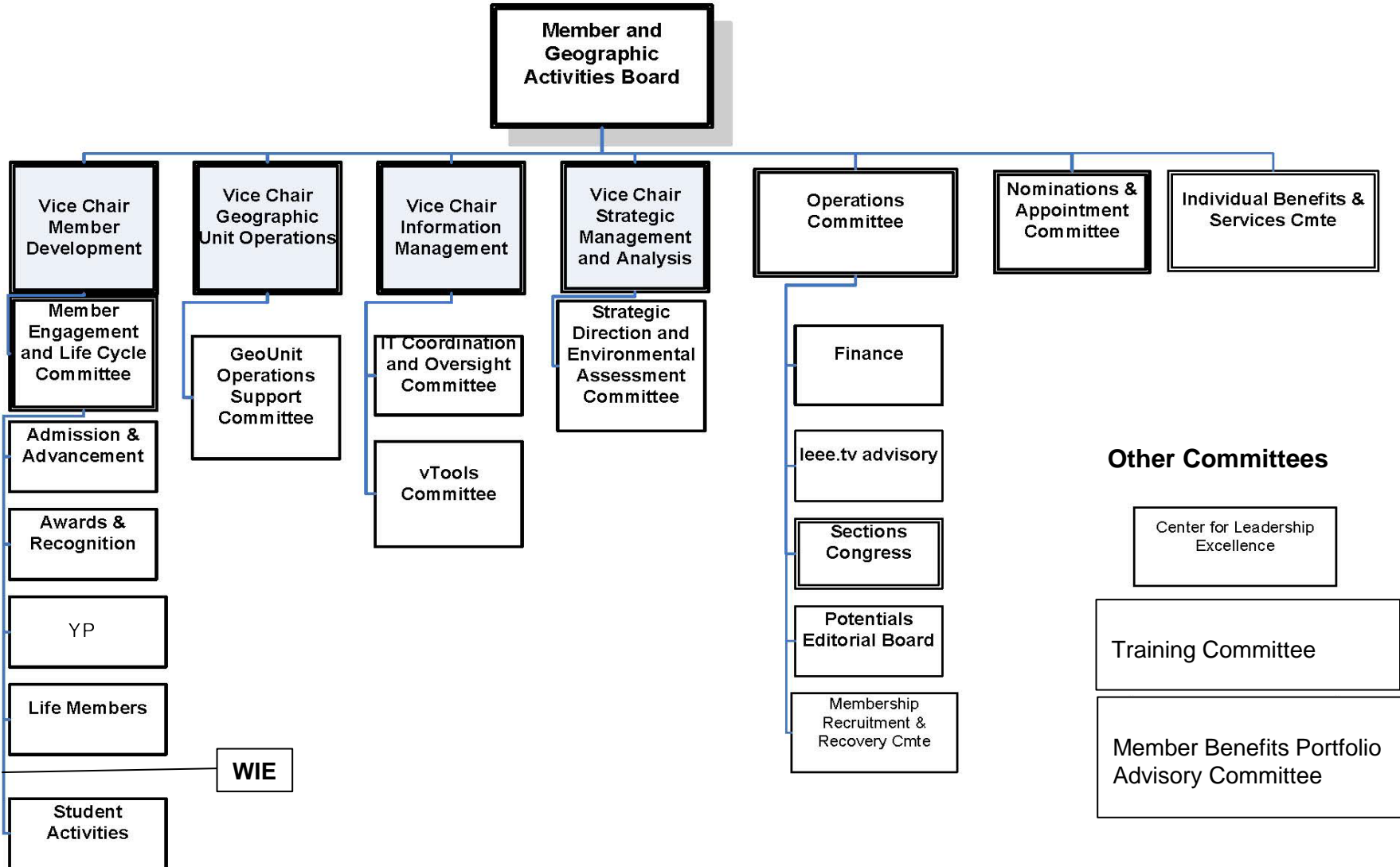
Geographic Unit Operations Resources

www.ieee.org/societies_communities/geo_activities/resources

- IEEE Center for Leadership Excellence – Training for Geographic Unit Leaders (https://ieee-elearning.org/CLE/).
- Required reporting for Geographic Units.
- IEEE Organization Roster (www.ieee.org/roster).
- IEEE e-Notice (www.ieee.org/enotice).
- SAMIEEE (www.ieee.org/samieee).
- vTools (vtools.ieee.org).
- Request for letter to employer.

- Formation and Petitions, Section Bylaws and Addendums, Affinity Groups, Chapters, Ordering products.

Sections Congress

- IEEE Sections Congress is a triennial gathering of Section leadership sponsored by the Member and Geographic Activities (MGA) Board.

- It is the one major meeting sponsored by IEEE that brings together the grassroots leadership of IEEE so that they can share ideas, concerns, and solutions.

- It is also a forum where the Section Chairs speak as the collective voice of IEEE members, expressing ideas about how IEEE can better serve its members, both now and going forward. The issues generated at Sections Congress have had a major impact on the plans made by the IEEE leadership for the future of IEEE.

- It involves hundreds of delegates from all ten Regions who have a unique opportunity to learn how to utilize the resources of IEEE to maximize their effectiveness as IEEE volunteer leaders.

Sections Congress

- With workshop, panel, and tutorial sessions held on topics of interest to the Sections during several days of working sessions and **networking**.

- Each Region prepares recommendations that are voted by all Sections Congress delegates. The top five are considered by MGA and IEEE for their plans.

- Next Sections Congress:
  - Sections Congress 2017 in Sydney, Australia, at the International Convention Centre, from 11 to 13 August 2017.
  - Theme: Brilliant Minds, Bright Futures

    http://sections-congress.ieee.org/

Center for Leadership Excellence   1

- www.ieee.org/cle

- The IEEE Center for Leadership Excellence (CLE) serves as the repository for all leadership training material within IEEE to ensure IEEE keeps pace with its evolving organization.

- Additionally, it will meet the needs of IEEE volunteer leadership by providing materials that will enable volunteers to accomplish their jobs efficiently and effectively, thus allowing them to spend more time ensuring that members are engaged in IEEE activities so that IEEE member satisfaction and relevance continue to grow.

Center for Leadership Excellence   2

- The IEEE CLE makes information easily available with a Learning Library in key areas of education and training. This Library will be updated regularly with new courses as they become available.

- Volunteers will now benefit from having access to full course material for their positions which will provide a one place to go for all their training needs. This includes a Quick Start module to help come up to speed during their first 30 days in their position, a job description for their role, time line of key dates and recommended training modules that support the particular aspect of their role.

- www.ieee.org/cle   contains an IEEE Glossary!

vTools

vTools: *.vtools.ieee.org

- **Events** (https://events.vtools.ieee.org/) – manage Section and Chapter meetings and events.
- **WebInABox** – generate simple Section websites in an automated fashion.
- **Voting** – submit votes in Section officer elections.
- **Officers** – report new officers or officer changes.
- **SBR** (Student Branch Reporting) – collecting and search reports submitted by student branch volunteers.
- **Surveys** – quickly create online surveys using an intuitive interface and distribute them via Email, Web link, etc.

- **WebEx** – a Web Conferencing service to Geographic Organizational Units for online meetings, webinars, training, demos and presentations.

MGA rules for rebate

- All Sections in existence on 31 December and meeting minimum requirements receive a **USD 2,000** annual allowance.

- **USD 3** for each Member, Student, or Associate grade member,
  USD 1.50 for Affiliate,
  USD 4 for Senior or Fellow Grade member.

- **USD 200** for each chapter and/or affinity group meeting minimum requirements.

- **10% bonus** of total rebate to sections who report (financial, meeting, and officer) by deadline.

MGA rules for rebate

- All Subsections in existence on 31 December and meeting minimum requirements receive a **USD 500** annual allowance:
  - Minimum of 5 meetings,
  - Maintain at least 15 members.

MGA rules for rebate

Activity bonus: to encourage local activities:

- All sections (subsections) reporting **10 meetings or more**, at least five of which must be of a technical nature, receive an additional **USD 200 (USD 100),**

- All chapters or affinity groups reporting **6 or more meetings** of a technical nature shall receive an additional **USD 75,**

- Joint meetings may be counted toward only one unit's bonus.

- All units must qualify for the timely reporting bonus in order to be eligible for an activity bonus.

MGA rules for rebate:
Activity and reporting requirements

- **Current officer report:** Reports of current section, subsection, chapter, and affinity group officers must be submitted within 20 days following the election and/or appointment of officers.

- **Financial report:** summary of previous year's financial activities must be submitted annually. If the section is unable to obtain financial records from a subsection, chapter, or affinity group, it may opt to submit a statement that the subunit has failed to submit a timely financial report and waive its right to a rebate for that particular subunit.

MGA rules for rebate:
Activity and reporting requirements

- **Bank signature card:** The bank signature card(s) must be returned to the IEEE Operations Center for the signature of the IEEE Staff Director-Financial Services before the section rebate will be released.
This is required for all bank accounts for Units outside of the US where banking and legal restrictions will allow.

- **Meeting Activity Report(s):** Meeting activity reports are key to unit maintenance and viability. Submit a Meeting Report Form (L31) via the Web for each meeting.

MGA Operations Manual

1. Introduction
2. Member and Geographic Activities Board
3. MGA Financial Matters
4. MGA Committees
5. MGA Operations Committee
6. MGA Assembly
7. MGA Nominations and Appointments Process
8. **Member and Geographic Activities Awards**
9. **Geographic Organizational Units**
10. **Conferences**
11. MGA Publications
12. Revisions to the MGA Operations Manual

MGA Department (Staff)

2017-05-09
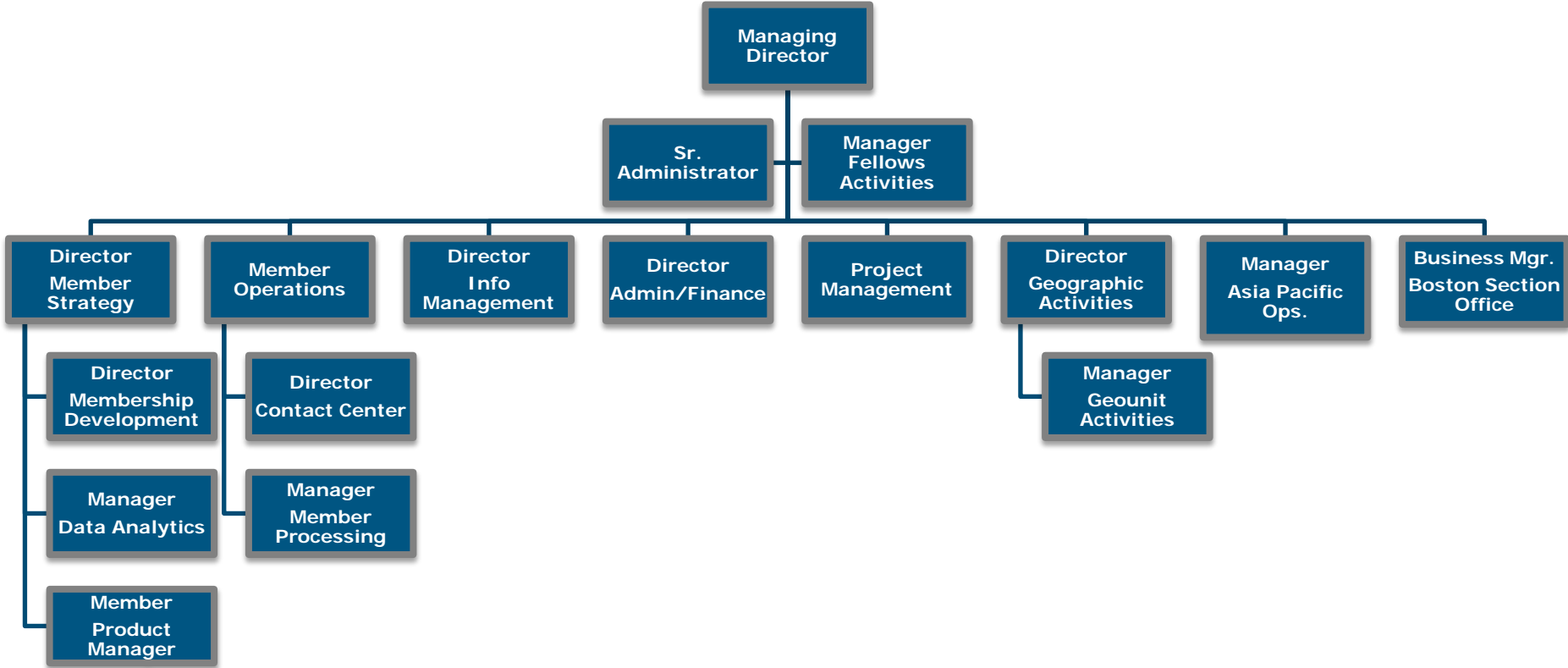
Member Strategy Team

Director, Member Strategy

Member Data and Research
- Membership Statistics
- Member Satisfaction
- Member Studies
- Measuring Engagement
- Alternate Models
- Dashboards

Membership Development
- MD Materials
- MD Support
- Membership Promotion
- Student Programs
- Affinity Groups
- Benefit Promotion
- Campaign Coordination
- Marketing Operations

Product Management
- myIEEE
- memberNet
- IEEE.tv
- Mentoring Connection
- Benefit Portfolio Mgmt
- New Benefit Process
- Financial Mgmt

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Member Operations Team

Staff Director, Member Operations

Member Processing
- Join
- Renew
- Add societies
- Add Publications
- Change address
- Update profile

Contact Center
- Member Questions
- Computer access
- Recover password
- Order products
- Payment Resolution
- Magazine Replacement

Administration
- Project Management
- Budgeting
- Financial forecast
- Process Management
- Work flow
- Results measurement
- Productivity

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Information Management Team

Director, Information Management

Member Experience
- Join
- Renew
- Add Societies / Subscriptions

Volunteer Tools
- eNotice
- EWH
- Online Communities
- Training
- SAMIEEE
- vTools

Operations
- Back Office Processes
- Project Management
- Web Presence

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Finance and Administration Team

Director, Finance and Administration

Finance
- Planning
- Forecasting
- Budgets
- Financial Analysis
- Business Models
- Monthly Reporting

Geo Unit Reporting
- L50 Reports
- Tracking
- Internal Controls
- Compliance

Banking Transactions
- Region Financial Transactions
- Advise and support Section Treasurers
- Monthly Assessment Summaries
- Custody Accounts

Geographic Activities Team

Director, Geographic Activities

Geo Unit Operations
- Regulatory
- Compliance
- Section Operations
- Volunteer Training
- Processes

Geo Unit Administration
- Volunteer Inquiries
- Historical Research
- Meeting Reports
- Recognition Products
- Geo Unit Formations

Governance
- Policy Management
- MGA Board Operations
- Committee Support
- Volunteer Development
- Volunteer Recognition

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Volunteer Orientation

6. Rules of order during
   Region 8 Committee meetings

Rules of order

- **Rules of order**, also known as **standing orders** or **rules of procedure**, are the written rules of parliamentary procedure adopted by a deliberative assembly, which detail the processes used by the body to make decisions.

- *IEEE Bylaws I-300. Management*

  Robert's Rules of Order shall be used to conduct business at meetings of the IEEE Board of Directors, Major Boards, Standing Committees and other organizational units of the IEEE unless other rules of procedure are specified in the Not-For-Profit Corporation Law of the State of New York, the IEEE Certificate of Incorporation, the IEEE Constitution, these Bylaws, the IEEE Policies, resolutions of the IEEE Board of Directors, or the applicable governing documents of those organizational units provided such organizational documents are not in conflict with any of the foregoing.

Origins

- Henry Martyn Robert:
  Pocket Manual of Rules of Order for Deliberative Assemblies, *February 1876.*

- Loosely modelled after rules used in the United States House of Representatives.

- Robert was an active member of several organizations. To help simplify and organise meetings, he decided to write a manual that would enable organizations to adopt a parliamentary procedure.

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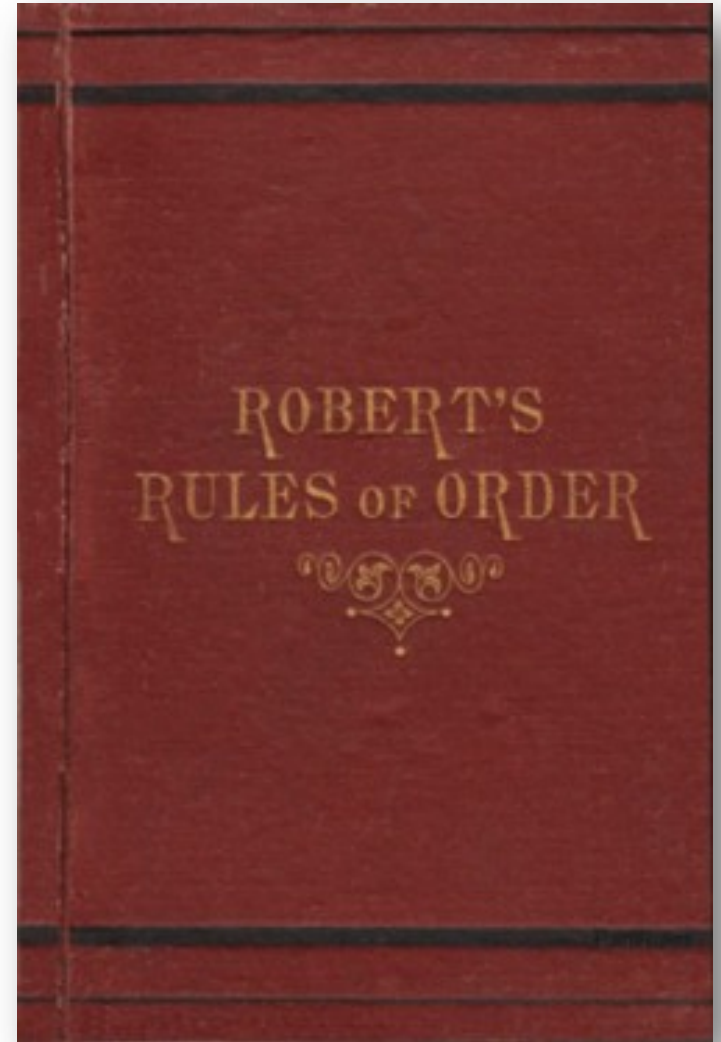
Rules of order in R8 Committee

- **All members of the Committee have equal rights** to participate and take part in debate, except that non-voting members do not have the right to vote.

- Substantial parts of a meeting are organised in an informal way.

- Formal parts of meetings are normally conducted in accordance with **Robert's Rules**.

  - Robert's Rules are not well known in the countries of Region 8, it cannot be assumed that the R8 Committee members have more than a superficial familiarity with these rules, and this must be allowed for in the conduct of the meetings.

- **The Chair** should enable an orderly debate to take place on all issues, and allow equal and fair rights to all members of the Committee.

- During formal debates, **the Chair must take a neutral position** and may only vote in the case of secret vote or to break a tie.

Main ideas

- Rules of order are used to **simplify** the parliamentary procedure, **not to complicate** it.
- **Everyone has the right to speak** once if they wish, before anyone may speak a second time.
- Everyone has the right to know **what is going on** at all times.
- Only **urgent matters may interrupt** a speaker.
- The members discuss **one thing at a time**.

2017-05-09

The basics of the rules

▣ **One thing at a time.** Only one main motion is allowed on the floor at a time, but there is a system to put that motion aside if something more urgent comes up.

▣ **One person, too.** Only one person may talk at a time.

▣ **And only one time per meeting**. The same motion (or practically the same) can not be made more than once per session; the only exception is if a member changes his or her mind.

▣ **Enough of us have to be here to decide**. The group determines the minimum number of people (called a quorum) that must be present to make a decision for the whole group.

Nancy Sylvester, "The complete idiot's guide to Robert's rules," ISBN 1-59257-163-8, Alpha, Indianapolis, IN, 2004.

The basics of the rules (cont'd)

- **Protected even if absent**. The rights of the members who are absent are protected.

- **Vote requirements are based on members' rights**. The determination of what kind of vote is needed (such as majority, two-thirds, …) is based on members' rights. If an action gives rights to the members, it requires a majority vote to pass. If an action takes away rights from members, it requires a two-thirds vote to pass.

- **Silence = consent**. If a member chooses to abstain from voting, that member is giving his or her consent to the decision made by the group.

- **Everybody is equal**. All voting members have equal rights. The majority rules but the minority has the right to be heard and to attempt to change the minds of the majority.

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How to do things ...

You want to bring up a new idea before the group.

- ▣ After recognition by the chair, <u>present your motion</u>.
- ▣ A second is required for the motion to go to the floor for consideration (and the motion now belongs to the body).

You want a motion just introduced by another person to be killed.

- ▣ Without recognition from the chair, state "I <u>object to consideration</u>."
- ▣ This must be done before any debate.
- ▣ This requires no second, is not debatable and requires a 2/3 vote.

You want to change some of the wording in a motion under debate.

- ▣ After recognition by the chair, <u>move to amend</u> by adding words, striking words or striking and inserting words.
- ▣ This may be recognised as a **friendly amendment** by the person (or body) who proposed the original motion.

How to do things …

You like the idea of a motion under debate, but you need to reword it beyond simple word changes.

- Move to substitute your motion for the original motion.
- If it is seconded, debate will continue on both motions and eventually the body will vote on which motion they prefer.

You feel the motion addresses two or more separate issues.

- Move to divide the question.

You want more study and/or investigation given to the idea under debate.

- Move to refer to a committee.
- Be specific as to the charge to the committee.

You want more time personally to study the proposal under debate.

- Move to postpone to a definite time or date.

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How to do things …

You want to postpone a motion until some later time.

- <u>Move to table</u> the motion.
- The motion may be taken from the table after one item of business has been conducted.
- If the motion is not taken from the table by the end of the next meeting, it is dead.

You have heard enough debate.

- <u>Move to call the question</u>; this cuts off debate and brings the assembly to a vote on the pending question only.
- Requires a 2/3 vote.

You want to take a short break.

- <u>Move to recess</u> for a set period of time.

You want to end the meeting.

- <u>Move to adjourn</u>.

How to do things ...

You are unsure that the chair has announced the results of a vote correctly.

- ▣ Without being recognized, call for a "<u>division of the house</u>."
- ▣ At this point a standing vote will be taken.

You are confused about a procedure being used and want clarification.

- ▣ Without recognition, call for "<u>Point of Information</u>" or "<u>Point of Parliamentary Inquiry</u>."
- ▣ The chair will ask you to state your question and will attempt to clarify the situation.

You have changed your mind about something that was voted on earlier in the meeting for which you were on the winning side.

- ▣ <u>Move to reconsider</u>.
- ▣ If the majority agrees, the motion comes back on the floor as though the vote had not occurred.

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Summary of RRO

You may INTERRUPT a speaker for these reasons only:

- ▣ to get information about business – **point of information**
- ▣ to get information about rules – **parliamentary inquiry**
- ▣ if you can't hear, safety reasons, comfort, etc. – **question of privilege**
- ▣ if you see a breach of the rules – **point of order**
- ▣ if you disagree with the chair's ruling – **appeal**

You may influence WHAT the members discuss:

- ▣ if you would like to discuss something – **motion**
- ▣ if you would like to change a motion under discussion – **amend**

You may influence HOW and WHEN the members discuss a motion:

- ▣ if you want to discuss the topic at another time – **postpone** or **lay it on the table**
- ▣ if you think people are ready to vote – **call the question**

To:	You say:	Interrupt Speaker	Second Needed	Debat ~able	Amend ~able	Vote Needed
Adjourn	"I move that we adjourn"	No	Yes	No	No	Majority
Recess	"I move that we recess until…"	No	Yes	No	Yes	Majority
Complain about noise, room temp., etc.	"Point of privilege"	Yes	No	No	No	Chair Decides
Suspend further consideration of something	"I move that we table it"	No	Yes	No	No	Majority
End debate	"I move the question"	No	Yes	No	No	2/3
Postpone consideration of something	"I move we postpone this matter until…"	No	Yes	Yes	Yes	Majority
Amend a motion	"I move that this motion be amended by…"	No	Yes	Yes	Yes	Majority
Introduce business (primary motion)	"I move that…"	No	Yes	Yes	Yes	Majority

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To:	You say:	Interrupt Speaker	Second Needed	Debat ~able	Amend ~able	Vote Needed
Object to procedure	"Point of order"	Yes	No	No	No	Chair decides
Request information	"Point of information"	Yes	No	No	No	None
Ask for vote by actual count	"I call for a division of the house"	Must be done before new motion	No	No	No	None unless someone objects
Object to considering some matter	"I object to consideration of this question"	Yes	No	No	No	2/3
Take up matter previously tabled	"I move we take from the table…"	Yes	Yes	No	No	Majority
Reconsider something	"I move we now (or later) reconsider our action relative to…"	Yes	Yes	Same as original motion	No	Majority
Vote on a ruling by the Chair	"I appeal the Chair's decision"	Yes	Yes	Yes	No	Majority

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Volunteer Orientation

7. Concluding remarks

Some general remarks to Section Chairs

- Complete ExComs (A&R, YP, MD, PA, SAC, SSR, …).
- Allocate sufficient budget for your officers.
- Reporting: officers (please update!), meetings, finances.
- ExCom task descriptions – Training needs.
- Center for Leadership Excellence.
- Recognize your volunteers – Section awards.
- Recognize your activities – Region 8 News.
- Keep your members informed – Web site, Newsletter.
- Member Benefits (www.ieee.org/start).
- New Member Orientation Webinars (www.ieee.org/start).
- Contact and support (www.ieee.org/about/contact_center/).
- Support center (https://supportcenter.ieee.org) – 24/5.

IEEE SUPPORT CENTER

Support Home | **Answers (FAQ)** | **Submit A Question**

Most Popular Questions

How do I renew my annual membership?

How can I make changes to my 2012 annual renewal invoice?

What are the advantages of using the new IEEE e-commerce platform?

Where do I go to recover my username and password if I forgot it?

How can I find out the status, and expected delivery of my publications to which I subscribed?

How can I access the 2012 IEEE Special Interest Memberships and Subscriptions catalog for Professional or Student?

What are the changes to Xplore?

How do the new upgrades and enhancements affect myIEEE?

Why is IEEE upgrading its web sites and systems?

How do I register for an IEEE Web Account?

When can I expect to receive my Membership Card?

Can I change my web account information?

See all popular questions

Find Answers

Search

Support

Support

IEEE Contact Center

Live Chat

Chat with a member of our support team.

Give Feedback

How can IEEE make this site more useful for you?

Tips for Searching FAQs

Browse the **Popular Questions** section for the most current and

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Some common acronyms   1

- AIEE : American Institute of Electrical Engineers
- A&R : Awards and Recognition
- BoD : Board of Directors
- CLE : Center for Leadership Excellence
- EAB : Educational Activities Board
- ECC : Electronic Communications Coordinator
- EMEA : Europe, Middle East, Africa (= Region 8)
- EPICS : Engineering Projects in Community Service
- ExCom : Executive Committee (in Section or Regions)
- GSM : Graduate Student Member

Some common acronyms   2

- IBP   : IEEE Business Platform
- ICP   : Interactive Content Project
- ICX   : IEEE Conference Exchange
- IEL   : IEEE/IET Electronic Library
- IET   : Institution of Engineering and Technology
- IRE   : Institute of Radio Engineers
- MD   : Membership Development
- MGA   : Member and Geographic Activities
- N&A   : Nominations and Appointments
- NIC   : New Initiative Committee
- OpCom   : Operating Committee (in Region 8)
- OU   : Organizational Unit

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Some common acronyms 3

- PA : Professional Activities
- POCO : Panel of Conference Organizers
- PSPB : Publication Services and Products Board
- RSR : Region Student Representative
- SA : Standards Association
- SAC : Student Activities (sub)Committee
- SAMIEEE : Section/Society Access to Membership IEEE
- SBC : Student Branch Congress
- S/C : Society/Council
- SPC : Strategic Planning Committee
- SPC : Student Paper Contest
- SSR : Section Student Representative

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Some common acronyms   4

- STEM   : Science, Technology, Engineering, Mathematics
- STEP   : Student Transition and Elevation Partnership
- TAB   : Technical Activities Board
- TCS   : Technical Co-Sponsorship/ed
- TISP   : Teacher In-Service Program
- VCF   : Voluntary Contribution Fund
- VC   : Vice Chair
- VP   : Vice President
- WiE   : Women in Engineering
- YP   : Young Professionals

- All Society (AES … VT) and Council (BIO … TM) acronyms

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Questions?
Thank you!
m.salazar-palma@ieee.org