

## Section Vitality

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### Goals

The basic goal is to have vital Sections serving better their members. That means successful Section operation, timely reporting (officers, meetings, financials) to receive the rebate, retaining and recruiting members, training new volunteers and holding elections on time by taking care about the period of service following the rules presented in the MGA Operations Manual. An important goal is to increase the activity of Subsections having Region 8 as their parent. If we meet these goals, we can say at the end of the year that we were successful.

### Status

Since 2015 the section vitality has been significantly improved. Especially the situation with elections and reporting has been much better from year to year. The Sections officers' sense of duty has been increased. At the moment, when writing this report, the annual Section Reporting is under way. To be eligible for the dues rebates, Sections are required to submit their annual financial reports by the last day of February, and their annual officer and meeting reports by 15 March. All Sections whose reporting (financial, meeting and officer) has been submitted by the third Friday in February (16 February in 2018), will receive a 10% bonus of the total rebate not including activity bonuses. Adam Jastrzebski is helping our Sections in meeting the deadlines for the financial reports. From year to year he has been doing a great job. We expect that many of our Sections will qualify for the bonus. Since Region Officers start their terms on 1 January we are asking Sections and its organizational units for having start terms of their Officers on 1 January as well. Most officers in sections having elections in 2017 started on 1 January 2018. For the Region it is important to have an updated list of Section Officers before the beginning of the calendar year. The election process should finish well before the end of the calendar year to enable a long enough transition period and to report the new officers before 1 January. The basic success indicators of Section Vitality in the Region are the number of Sections and its organizational units reporting on time and receiving the rebate as well as the number of Sections with officers serving inside the period of service according to the rules and organizing elections on time.

### Outlook

What should be done to improve vitality? ? Section self assessment ? Use the Section Vitality Checklist ? Be familiar with the use of the Section Vitality Dashboard, SAMIEEE and v-Tools ? Be familiar with the MGA Operations Manual (Section 9) ? Be familiar with the Geographic Unit Rebate Schedule, Requirements and Procedures (MGA Operations Manual - Section 9.0.E) ? Organize elections on time, well before the serving end date of current officers. When doing so you will ensure an adequate transition period. Start date should be 1 January. ? 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 (Operations Manual, 9.4.F). ? Any vacancy occurring during the year shall be filled by majority vote of the Section Committee or Section Executive Committee. ? All section officers should do their job with pleasure and on time. Be informed and efficient.. ? Increase membership and member engagement. Recruit and train volunteers and look for successors. Contact members and obtain member feedback. Fulfill membership needs ? Prepare a Program of activities for the calendar year. Start new initiatives. ? Organize meetings (professional, technical, nontechnical, administrative, social) by section, chapters, affinity groups, student branches. ? Have a chapter and affinity group coordinator in your Section and keep a vigilant eye on the activity of chapters and affinity groups during the year. Guide and help chapters and affinity groups and organize a yearly meeting/workshop with chapter and affinity group officers. ? Form new chapters, affinity groups and student branches. ? Encourage cooperation and joint events of section units (chapters, affinity groups, student branches). Conduct events with students. ? Get closer to industry (involve practicing engineers). Involve Young Professionals. ? Organize Educational (pre-university, lifelong) and Professional (leadership, management) Activities ? Have an active Student Activities Officer and a Student Representative in your Section. During the year they should keep a vigilant eye on the activity of student branches together with their chancellors and take care about activity/vitality of all Student Branches in the Section, involve students into section and chapter activities, help students. ? Awards (member/volunteer recognition, member grade elevation, launch IEEE Senior Member initiatives, Section yearly awards). ? Section website always up to date. ? Organize a Section annual social event.

### Points of Concern

All Sections, Chapters, Affinity Groups and Student Branches should take care about doing their basic job following the rules in the MGA Operations Manual. Officers should train themselves, possibly before running for a position. Organizing Section Operation workshops should be taken into consideration. All our Coordinators/Subcommittees should continue to help and encourage activities in Sections, Chapters, Affinity Groups and Student Branches. Additional efforts should be taken to increase activity of organizational units outside Sections in accordance with the MGA Operations Manual (9.0.E.8). Region 8, as their parent, should take more care about progress in activity, reporting and elections in these units.

### Other Issues to report