

## Conference Coordination Subcommittee (CoCSC)

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### Goals

- 1) Well documented processes, TCS requirements, GDPR preparation
- 2) Recruiting good candidates for Flagship conferences, supporting the awarded conferences
- 3) Good relation with MGA, MCE, other regional conference coordinators.

### Status

#### Status

- 1) Committee website
  - 2) eNotice service
  - 3) Co-Sponsored conferences
  - 4) New TCS fee
  - 5) GDPR
  - 6) Recent flagship conferences (Energycon, Melecon)
  - 7) Upcoming flagship conferences (Eurocon, Africon)
  - 8) Site selection Melecon 2020
  - 9) Recruiting candidates for Eurocon 2021 and Africon 2021
  - 10) IEEE Convene 2018, Education Day, July Berlin, Germany
  - 11) Conference resources, templates, webinars
- 1) Committee website The website is kept current with the list of upcoming R8 flagship conferences, new TCS fee, GDPR preparation, upcoming webinars (and listings of older ones) and other information relevant to our members and conference organisers. <http://www.ieeer8.org/technical-activities/conference-coordination/conference-coordination-subcommittee-cocsc/>
  - 2) e-Notice service e-Notice requests approved are approved by IEEE R8 CoCSC member (Tomislav Capuder) after checking whether the conference requesting e-Notice service is technically co-sponsored conference of the R8. IEEE R8 Director and Vice-Chair is kept in the loop of all communication and have a final word in case of any issues. <https://enotice.vtools.ieee.org/>
  - 3) Co-Sponsored conferences Region 8 is still leading the IEEE other regions in the number of IEEE conferences organized in its different sections: Technical co-sponsorships by IEEE Region 8 for conferences starting after 1 January 2018: 21 approved, 2 submitted/pending (with the exception of 3 in Tunisia, 3 in Croatia, evenly distributed in Region 8). Increased number of TCS IEEE Region 8 due to eNotice for ALL Region 8 members being available only to IEEE R8 TCS Conferences. Financial Co-Sponsored conferences statistics: 9 in total being held in 2018., to submit their financial reports.
  - 4) New TCS fee For all conference applications received 1 January 2018 or later, in which an MGA Geographic Unit is a technical co-sponsor and there is no IEEE financial sponsorship, the MGA TCS Fee policy shall apply. This fee is \$1000 per TCS conference, and \$15 per paper sent to IEEE Xplore. If multiple IEEE Organizational Units (OUs) technically co-sponsor the same conference, the fee will be divided equally between all IEEE sponsors (i.e.: Society, Council, MGA Geographic Units). MGA Geographic Units will have the option to bill the TCS fees directly to the Conference. An exception to this general policy! MGA will continue to pay these fees if the external (non-IEEE) financial sponsor has a National Society Agreement with IEEE or has a Sister Society Agreement with one or more of the IEEE Societies. Last webinar presentation: <http://ieeer8.org/wp-content/uploads/2011/12/Understanding-MGA-TCS-Cost-Allocation-2282018.pdf> <https://ieee-elearning.org/CLE/course/view.php?id=293> (requires log-in)
  - 5) GDPR The General Data Protection Regulation (GDPR), originating in the European Union, is expected to have far-reaching implications on how organizations, like IEEE, conduct business worldwide, including conferences. This regulation places new obligations on organizations that market, track, or handle personal data. This legislation went into effect on 25 May 2018. Frequently Asked Questions: <http://sites.ieee.org/gdpr/faqs/> More information is available here: <http://sites.ieee.org/gdpr/>
  - 6) Recent Flagship conferences EnergyCon 2018 was organized 3-7 June, in Limassol, Cyprus <http://www.energycon2018.org> Melecon 2018 was organized 2-7 May, in Marrakech, Morocco <http://www.ieee.ma/site/event/melecon2018/>
  - 7) Upcoming Flagship conferences Eurocon 2019, 1-4 July 2019, Novi Sad, Serbia <http://eurocon2019.org> Call for proposal: <http://eurocon2019.org/Eurocon2019-1call.pdf> Africon 2019, Accra Ghana
  - 8) Site-selection Melecon 2020 We are in the process of selecting the site for IEEE Melecon 2020. The result will be announced soon.
  - 9) Recruiting candidates for Eurocon 2021 and Africon 2021 We are seeking good candidate cities to host Eurocon and Africon in 2021. [http://ieeeregion8.wpengine.com/wp-content/uploads/2012/04/IEEE\\_Region\\_8\\_CoCSC\\_Proposals\\_v4.doc](http://ieeeregion8.wpengine.com/wp-content/uploads/2012/04/IEEE_Region_8_CoCSC_Proposals_v4.doc) Eurocon was hosted recently in Macedonia, Spain, Croatia, Portugal, Russia, Poland, Serbia. Africon was hosted in South Africa, Ethiopia, Mauritius, Zambia, Kenya, Namibia, Botswana.
  - 10) IEEE Convene 2018, Education Day, July Berlin, Germany It was organized July 19 - 21 2018 in Berlin, Germany. Report can be download from here: <http://files.constantcontact.com/03123a6f401/4807d35f-029a-47da-a176-8beb5fbaf08c.pdf> Next event: 1-3 August, 2019, Washington DC, USA <https://ieeeconvene.org>
  - 11) Conference resources, templates, webinars There are many resources, templates, tutorials at IEEE Center for Leadership Excellence (CLE) website. The new redesigned CLE offers a "one stop" training solution designed to serve the multiple and diverse range of IEEE user communities. From volunteers, non-volunteers to students, members and conference organizers, the site offers a simpler and effective learning experience. <https://ieee-elearning.org/CLE/> The IEEE Conference Organizers' Newsletter is intended to communicate important information about conference organizing

practices, new services and tools available, IEEE policy changes, and industry information or issues relevant to conference organizing. <https://www.ieee.org/conferences/organizers/organizers-newsletter.html>

See you at the Region 8 meeting in Belgrade, Serbia! Peter Nagy, Adel Alimi, Tomislav Capuder, Shaun Kaplan

#### **Outlook**

MGA, MCE relations From 1st January Peter Nagy became the IEEE Member and Geographic Activities (MGA) representative to IEEE Conferences Committee and in this role he has more insights to IEEE Meetings, Conferences & Events (MCE) procedures and can benchmark Regional Conference Coordinators' activities.

Handbook update We plan to update the conference organizer's handbook. If you advise to extend with any topics, please contact us. <http://ieeregion8.wpengine.com/wp-content/uploads/2011/12/IEEEER8CoCSCrulesandguidelines.pdf>

#### **Points of Concern**

Conference coordinators in Sections It would be beneficial if Sections provide us a Conference coordinator's contact details, to provide relevant information regarding conferences, procedures, webinars. Please, send the contacts to Peter Nagy ([nagy.peter@ieee.org](mailto:nagy.peter@ieee.org))

#### **Other Issues to report**