

## Conference Coordination Subcommittee (CoCSC)

Ljupco Karadzinov

### Goals

- 1) Regular and timely handling of the TCS requirements, FCS information sharing;
- 2) Recruiting good candidates for R8 Flagship conferences, supporting and steering the awarded conferences;
- 3) Explore options for new R8 flagship conferences on trending topics or new geographic areas;
- 4) Explore industry-focused events in collaboration with other R8 sub-committees;
- 5) Reporting to MGA and MCE, good relation with other regional conference coordinators;
- 6) Adding KPIs and success criteria. Primary indicators of success in achieving the goals (KPIs) can be: the number of approved TCS and FCS, the quality and the number of bids per flagship conference, number of regular web meetings, recommendations at the end of the year to OpCom.

### Status

- 1) Committee website;
  - 2) eNotice service;
  - 3) Co-Sponsored conferences;
  - 4) Upcoming flagship conferences (Eurocon, Africon);
  - 5) Site selection Eurocon 2021, Africon 2021;
  - 6) IEEE Convene 2019, 1-2 August Washington, D.C., USA;
  - 7) Conference resources, templates, webinars.
- 1) Committee website The website is updated with the new committee members, list of upcoming R8 flagship conferences, 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 are approved by IEEE R8 CoCSC member (Tomislav Capuder) after checking whether the conference requesting e-Notice service is financially/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 other IEEE 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 2019: 17 submitted, 13 approved, 4 declined/pending. In 2018 there were 22 conferences which requested Region 8 Technical co-sponsorship, 20 were approved, 2 declined.  
 Increased number of TCS IEEE Region 8 due to eNotice for ALL Region 8 members being available only to IEEE R8 TCS Conferences. Globally IEEE has 1966 conferences in 2018. Almost 50-50% are Financial (co-)sponsored and Technical (co-)sponsored conferences. Societies are dominant among Financial sponsored and GEO units (Regions, Sections, Chapters) are more likely Technical sponsoring conferences.  
 For all conference applications received after 1 January 2018, in which an MGA Geographic Unit is a technical co-sponsor and there is no IEEE financial sponsorship, the MGA TCS Fee policy applies. 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 is divided 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)
  - 4) Upcoming flagship conferences (Eurocon, Africon) Eurocon 2019, 1-4 July 2019, Novi Sad, Serbia <http://eurocon2019.org> Paper submission is closed.  
 Histelcon 2019, 18-19 September, Glasgow Scotland, UK <https://www.histelcon2019.org> Paper submission deadline: 4th March 2019 (by the time of R8 meeting will be closed already)  
 Africon 2019, 25-27 September, Accra Ghana <http://africon2019.org> Paper submission deadline: 14th May 2019
  - 5) Site selection Eurocon 2021, Africon 2021 We are in the process of selecting the site for IEEE Eurocon 2021 and IEEE Africon 2021. The result will be announced later this year. Eurocon was hosted recently in Macedonia, Spain, Croatia, Portugal, Russia, Poland, Serbia. Africon was hosted in South Africa, Ethiopia, Mauritius, Zambia, Kenya, Namibia, Botswana.
  - 6) IEEE Convene 2019, 1-2 August Washington, D.C., USA IEEE Convene is an annual event for leading scholarly conference organizers around the world. Join organizers from more than 31 countries to discover, discuss, and design new innovations for your conference. Theme: Enhancing the Attendee Experience. Hot topics: Successful Conferences Today, Food Trends, Engaging Local Community. IEEE Convene is an invitation only event. Attendance is limited but your request will be considered. <https://ieeekonvene.org>
  - 7) Conference resources, templates, webinars We would like to share important information regarding an upcoming pilot program offering dedicated conference support in Region 8. Beginning on 4 February 2019, MCE is implementing a six-month trial designed to provide enhanced support to: ?Region 8 conference organizers and MGA leadership. Melinda Stembridge, Customer Relations & Operations Administrator will provide dedicated support to Region 8, as well as continue to support all India-sponsored conferences. Melinda will provide oversight and support, and serve as the primary point-of-contact for Region 8 conference activities including: conference sponsorship, the IEEE Conference

Application, finance, contracts, publications, copyright, conference quality, conference activity data, general inquiries. Melinda will be working remotely with hours aligned to the European time zone: 9am-5pm GMT Please direct all questions, concerns, and feedback to Melinda at: E: [ieee-mce@ieee.org](mailto:ieee-mce@ieee.org) ?P: +1.732.562.3974

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/organizersnewsletter.html>

### Outlook

- Relations to other IEEE units Ljupco Karadzinov as the R8 Conference Coordinator is invited to the quarterly conference calls for Regional Conference Coordinators and invited for IEEE Convene in August so he can benchmark our activities among the IEEE Regions.
- Khaled Mokhtar is involved with the IEEE Industry Engagement Committee overlooking all industry outreach with IEEE, also part of the Educational Activities Board part of the Certificates Committee, Khaled is also involved with the IEEE IT Center of Excellence overlooking the IEEE App.
- Peter Nagy is MGA representatives to IEEE Conferences Committee and in this role he has more insights to MGA and MCE procedures.

Looking forward to see the synergies among these activities!

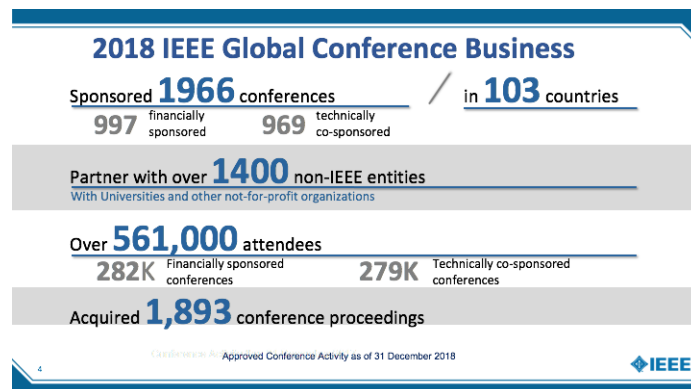
### Points of Concern

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))

See you at the Region 8 meeting in Valletta, Malta!

Ljupco Karadzinov, Peter Nagy, Tomislav Capuder, Khaled Mokhtar and Vikass Monebhurrn as corresponding member.

### Photos and figures



**Region 8 Conference Support Pilot Program**

**New pilot program**  
Beginning on **4 February 2019**, MCE is implementing a **six-month trial** designed to provide enhanced support to:

- Region 8 conference organizers
- MGA leadership

**Melinda Stembridge, Customer Relations & Operations Administrator** will provide dedicated support to **Region 8**, as well as continue to support all India-sponsored conferences.



Ljupco Karadzinov  
(North Macedonia)  
Chair



Peter Nagy  
(Hungary)  
Past Chair



Tomislav Capuder  
(Croatia)



Khaled Mokhtar  
(United Arab Emirates)