

# 111th Region 8 Meeting, Belgrade

## 100: Procedural – Call to Order

Director Margaretha Erikson calls the committee to order and opens the 111th Region 8 Committee meeting.

## 101: Procedural – Roll Call and Introduction of New Officers

Secretary Jan Verwecken invites the full committee to present themselves in name and function. The full committee members and invited guests present themselves.

## 102: Procedural – Welcome by Serbia and Montenegro Section

Serbia and Montenegro Section Chair, Vera Markovic, welcomes the Committee to the Section. She mentions the social program and her wishes for a fruitful meeting.

## 103: Procedural – Introductory Remarks

None

## 104: Action – Approval of the Agenda

There are three discussion points related to the motions to create Burkina Faso and Yemen Subsections, and to elevate the Uganda Subsection to Section. These points are moved to the corresponding part of the agenda, i.e., Motions.

The motion to accept the agenda passes.

## 105: Action – Approval of the Consent Agenda

A clarification on the elevation of the Uganda Subsection to Section is requested. It is clarified that this point has been taken off the Consent Agenda and placed in Motions. The consent agenda consists on the approval of the minutes of the 110th meeting, as well as the approval of the Committee member reports.

The motion to approve the consent agenda passes.

## 106: Address – IEEE Region 8 Director's Address

Region 8 Director thanks everybody for the fantastic work that has been done this year and the great results that have been achieved.

She commends the Africa Council creation, and mentions the progress that Region 8 has experienced also in other areas, among them: Communications, where Region 8 Today complements Region 8 News. Region 8 Director thanks both teams for their cooperation and their work together. Region 8 membership is growing. This means that we are delivering something of value. She commends also the work done in Standards.

## 107: Discussion – Africa Council: A lasting step to an invigorating future, next steps

Past Africa Area Chair and Pro Tem Africa Council Chair, Gloria Chukwudebe thanks everybody involved in the formation of the Africa Council, from IEEE Presidents, Region 8 Directors, IEEE Ad Hoc Committee on Activities in Africa (AHCAA), and supporting staff, IEEE Region 8 Africa Area Committee members, and the various Africa Section and Subsection Chairs. Africa encompasses at this point in time 9 Sections and 7 Subsections, with over 6,000 active members in 54 countries.

- During the last 9 years IEEE activities in Africa, increased thanks to IEEE AHCAA. The trip of two IEEE Presidential delegations helped to better understand Africa needs.
- R8 Africa Area was formed in 2016. In recent past up to 10 meetings occurred.
- R8 Africa Council was approved by Region 8, MGAB, and, finally, IEEE BoD, in June 2018. The first Africa Council meeting took place in Tunis, on June 2018. Pro Tem officers were appointed by R8 Director.

Pro Tem Africa Council Chair presents some of the activities held during these months, in particular Teacher In-Service Program (TISP) Workshops. Pro Tem Africa Council Chair presents a summary of the Africa Council Bylaws that the Region 8 Committee will be asked to approve. She also highlights the first steps taken by the Africa Council:

- attended an Innovation Summit,
- reported Pro Tem Officers,
- developed Africa Council website,
- had discussion with India Council.

Finally she presents Africa Council next steps:

- identify areas of needs and opportunities of individual OUs,
- identify activities that can be hosted jointly,
- formulate short and medium term plans.

Africa Council Chair invites the audience for comment or questions.

Region 8 Director thanks her for the great work done. Adam Jastrzebski asks how Africa Council is going to finance itself, since no money is going to be received from MGA. Africa Council Chair replies that a seed fund will be started with 1000\$ per section from the sections. Adam Jastrzebski asks about reporting. Africa Council Chair replies that details are still to be sorted out. Czechoslovakia Section Chair mentions that in their reporting they always get a question on how to help IEEE Africa and they don't really know how to. He asks for advice on this. Africa Council Chair says that they are going to discuss that as a Council and for the projects that they will manage. Region 8 Director adds that whenever a Section has students over from Africa, they should make them know IEEE, and help them feel at home in IEEE and so when they go back home they will look for IEEE. Help to make the connections. In general, take good care of foreign students.

More questions: Do you have a program for sister sections? Africa Council Chair replies that it is a great idea, and they would very much like European sections to mentor Africa Council smaller sections. The Portugal Section Chair, José Silva, mentions that as a follow up to the answers in the report, he thinks one of the ideas from the France Section on mentoring Africa French speaking areas was very good. There are also Portuguese speaking countries in Africa and they are willing to help. Many universities already have programs. Toni Mattilla, from Finland Section mentions that maybe a small meeting on how to do this could be organized at the next Region 8 Committee meeting. Albert Lysko, from South Africa Section proposes a way to assist, even beyond Africa Council, which is to help promote each other events. The Hungary Section Chair mentions that Hungarian Government approved a year ago large support for African students. Africa Council Chair informs that during the IEEE PE-S Conference in Ghana last year, some students used the opportunity to attend it. Other Section Chairs contributed to the discussion. Africa Council Chair thanks the Committee for their questions and the suggestions for help.

## 108: Discussion – Section's financial health and reporting, rebates

Adam Jastrzebski presents a follow up from his work in helping the Sections with financial reporting. He mentions that there is information available in two articles in Region 8 News. Some conclusions from this work are:

- Rebates are the main source of section and chapter financing.
- Region 8 has increased the use of the template from 33% to roughly 70% now.
- The treasurer interacts with the bank, with IEEE NetSuite for its Financial Report, and with the Spreadsheet or Financial Software to produce the Reports Audit Data.

He believes the number of interactions can be reduced if there was a link between the Financial Software and NetSuite.

He presents GnuCash as open source financial accounting software.

Dirk van Herterem, Benelux Section Chair, comments that NetSuite is not the best of products and asks if this is something that Region 8 needs to do, or if it is IEEE as a whole. Maybe a side project like this might work, but is this a long term solution? NetSuite has been chosen by IEEE. Adam Jastrzebski comments that there are ways to work around. Region 8 Treasurer, Ralph Kennel mentions that in Region 8, we are anyway already going our special way, namely, by introducing SAGE. We expected it to work with NetSuite. But it didn't. It is a problem for Regions 8 and 10, not for the rest. Dirk van Herterem makes the point that R8 and R10 are already more than 150k members. In his opinion this should be brought and voted upon about at the next Sections Congress. Russia Section Chair mentions that there is an impedance mismatch between R8 and US. NetSuite is OK for US accounting procedures. Adam Jastrzebski mentions that after the articles were published, many questions were formulated. GnuCash is able to answer those questions, but it doesn't have to be GnuCash. Ralph Kennel mentions that nothing else should be started, if it doesn't work with NetSuite Brian Harrington, R8 Past Treasurer, mentions that nobody thought it would be such a bad user interface, and he advises to be cautious about using open source software for financial tools, because any prospect of tailoring it ourselves could be difficult. Dirk van Herterem asks what the actions are after this presentation. There is awareness about the topic but we need to know what to do next.

## 109: Procedural – Discussion Themes

Region 8 Secretary introduces the discussion themes for the workshops to follow later today.

## Coffee Break

George Michael, Region 8 Electronic Communication Coordinator, introduces the IEEEExtreme competition. The people taking part on the competition are highly motivated. They have been working for 24 hours.

## 110: Workshop – Workshop 1: Section's Dashboard

R8 Member Activities Vice Chair, Antonio Luque, R8 Section Vitality Coordinator, Aleksandar Szabo and R8 Membership Development Sub Committee Chair, Andrej Romanovs, introduce the topic of the Workshop. They first mention that elections should be had on time, so we may have the updated list of Section Chairs as soon as possible. Aleksandar introduces IEEE OU Analytics and briefly explains how it works. Andrej takes the Committee through five exercises. A final advice is to use IEEE eNotice instead of direct mailing.

## 111: Discussion – Member Activities Results

R8 Member Activities Vice Chair, Antonio Luque, summarizes the results of the various Sub Committees under him, introduces their Chairs and thanks them for the work done.

Membership Development (MD) SC Chair, Andrej Romanovs:

The 2018 membership as of the end of August showed a strong growth (1.2% YoY), outpacing last year, when the month ended in decline (-1.1% YoY). 22 Sections met both their recruitment and retention goals (vs 10 in 2017), 32 sections met recruitment goals (vs 25 in 2017), while 28 sections exceeded retention targets (vs 21 in 2017). This is also the trend for IEEE as a whole.

R8 Membership Development Sub Committee focused on coordination, informing, teaching and guiding Sections MD officers (MDO), to serve as a main MD information hub, to ensure and coordinate MD activities and information flow.

Informing and educating is done through monthly reports (emails to MDOs, important – to Section Chairs too), monthly MD Webcast, semiannual MD Sub Committee telco, MD Corner at R8 News (from 2018), pages in Collabratec, Facebook, email & Skype on demand. A face-to-face MD Workshop was also held in Cape Town, South Africa, on March 23-24, 2018.

For control and evaluation, feedback from MDOs, Sections Chairs and volunteers is used; and evaluation of MD programs, questionnaires for volunteers.

Women in Engineering (WIE) SC Chair, Youmna El-Bitar:

WIE SC was recently established as R8 Standing Sub Committee. WIE thanks R8 Committee for that. Achievements: From December 2016 to December 2017: 24% membership growth. There are WIE Affinity Groups in 41 Sections and in 115 Student Branches. Eight of WIE Subcommittee members participated in more than 25 events. R8 WIE volunteers obtained 4 awards, for the first time in 2018. In 2017, there was an IEEE WIE International Leadership Summit in Region 8, for the first time. In 2017, there were four of them. R8 WIE SC created its own design theme, and is now stronger on social media. Next step will be to get in touch with R8 WIE members.

Humanitarian Activities (HuA) SC Chair:

The HuA Subcommittee held project management training sessions for Student and Young Professionals in Athens (March) and Porto (June); final year projects review for forty-five (45) Turkey Section Student Branches (Sakarya University, August); an exposé at IEEE Italy Section event (Politecnico di Milano, September); solar energy for illumination in unserved locations (July – October); an African energy competition partnership (April); Women empowerment scheme through solar energy (July – October); Regional SYP congresses (June – November); projects that improve lives through technology (October 2018 – April, 2019); and continuous learning hub through HuA webinars/workshops (May – November).

Future plans are: Start partnership with IEEE and non-IEEE Organizations interested in Technology and Engineering management. Participate in IEEE and non-IEEE events to promote SIGHT (Special Interest Group on Humanitarian Technologies). In order to obtain the required investment from SIGHT: Have a booth in Regional or global IEEE events; initiate partnership with well-known organizations like Engineers without Borders and Engineers for Change.

For handover: Anticipating the need for an upcoming -fresh- generation of volunteers to steer Humanitarian Activities in R8, a Region-wide recruitment process has been started; forty (40) applications were collected and thoroughly evaluated; the volunteers selected will be introduced in a trial/training stage before the next Regional meeting.

Life Members (LM) SC Chair, Victor Fouad Hanna:

R8 is the Region with the highest number of active LM Affinity Groups (AG): 13; 23% of total R8 Sections have LM AG. Efforts are needed in order to increase this percentage. Efforts have started with Sweden Section (LM counts 100). The total number of meetings for R8 LM AG were 32 (highest: 10 in France Section); only Greece Section LM AG has not reported 2 meetings for 2017.

Many LM AGs have cooperated with the History Activities (HA) Subcommittee to propose IEEE Milestones.

A team composed of the R8 LM Coordinator and 3 corresponding members has been formed.

Message sent to R8 Section Chairs recommending: Each Section should have a LM Coordinator

whose contact details should be included on the Section website; the Section website should have space for news of interest to LM. Eight answers received: 5 Sections have applied the recommendations and 3 have applied them partially.

Region 8 News Editor, Alistair Dabbs:

R8 News is back on track with four issues per year. For 2019, smartphone and tablet apps will be provided, with text-searchable archive, Region 8 live feeds and built-in media support (video).

Professional Activities (PA) SC Chair, Jan Haase:

PA supports a Speaker program. Sections can invite them to give talks on topics such as: Project Management, Time Management, Stress Management, Brand Building, Consulting Skills, Networking, Digitalization, Startups, Marketing, Entrepreneurship, Leadership Skills, Manager Skills, Thesis Writing, Writing Papers, and others. PA SC funds travel, Sections fund local transportation and accommodation!

History Activities (HA) SC Chair, Tony Davies:

Main activities are: encouraging History Milestone Proposals and preparations for HISTELCON 2019 in Glasgow, Scotland, at Strathclyde University.

IEEE History Committee may hold its Fall meeting in Glasgow at the time of HISTELCON 2019.

Involvement of a number of organizations in HISTELCON is arranged, including: Computer Conservation Society, National Museum of Computing, British Society for the History of Mathematics, DHST/DLMPST Commission for the history and philosophy of computing, LEO Computers Society, Inst. for Contemporary History. Application for a grant to support HISTELCON has been made to IEEE Foundation. History Committee Chair, Bob Dent, is promoting Milestones to recognize Space Program achievements, to correspond with 2019 being 50th anniversary of human landing on the moon. Should be some in the Sections of Region 8, and perhaps could be 'fast-tracked' through approval processes. LM AGs have been encouraged to try to interest retiring IEEE members who are not yet qualified to become Life Members (often the case in Region 8, where members joined IEEE well into their career and not as students). Mike Geselowitz, Senior Director at IEEE History Center, proposes to run an IEEE REACH (Raising Engineering Awareness through the Conduit of History) workshop alongside HISTELCON 2019. Such workshops are aimed particularly at teachers involved with children.

Questions and/or comments from the Committee:

Regarding Life Members, the comment is not to help the life members, but make USE of them, have them help you!

Alistair Dabbs, Region 8 News Editor, mentions that the intention is to increase the number of times it comes out. In the past years, only sporadically, now every three months, with double page count.

Region 8 News available at [R8news.ieeeer8.org](http://R8news.ieeeer8.org) .

Dirk van Hertem comments that since he does not ask for a printed version of R8 News, he does no longer read it. He thinks it could be interesting to have printed copies. Alistair Dabbs replies to let him know how many and where he wants them and he will provide them.

Costas Stasopoulos, Region 8 Past Director reminds everybody the micro volunteering initiative which was started in Region 6, for volunteers with little time. This is a way to bring somebody in, without being committed for a full time or position.

## 112: Discussion – Young Professionals and MGA plans

Sara Barros, Young Professionals Subcommittee Chair thanks her team and the YP representatives in all Sections! There are a total of 51 Young Professionals AG in the Region, 6 of them formed during 2016-2017, and 4 more under formation. More than 340 activities have been reported since January 2017. She thanks the Section Chairs for all the support they have been giving to YPs.

Region 8 YP AGs have been for 6 years in a row winners of the IEEE YP AG Hall of Fame Award.

In Region 8 YPs are more than 24,000. If we want to increase the number of members we need to think what it is that the members want. Members were considered in three different groups, and targeted them like that.

Many programs were started by YP: IEEE Xplore Flex, IEEE Region 8 Entrepreneurship Initiative, uVolunteering, and Loyalty program.

## Lunch

### 201: Discussion – Technical Activities Results

Technical Activities Vice Chair, Christopher James, summarizes on what his team supports: namely, Technical Activities (mainly events), Educating volunteers/members & Outreach, and Collaboration/integration with industry. The goals he set for himself are: Support the Sub Committee (SC) Chairs & members through continuing dialog; empower the SCs to challenge the *status quo*; learn best practice within this role from wider IEEE regions; ensure a stable, long-term view on the Region's conference program; place particular emphasis on Standards & Industry programs; and highlight and celebrate technical achievements within R8.

He presents the Sub Committee chairs, and thanks them for the fantastic work they have done:

Chapter Coordination SC Chair, Amara Amara.

Conferences Coordination SC, Peter Nagy:

There is a SC website which includes an eNotice service (form, TCS, R8 members, ..., approval), Co-Sponsored conferences, TCS fee / GDPR, and information regarding IEEE R8 Flagship conferences: Energycon, Melecon, Eurocon, and Africon. At this point in time, site-selection for Melecon 2020, Eurocon 2021, and Africon 2021. Information regarding IEEE Convene 2018 in Berlin, Germany, and 2019 in Washington DC, USA is also provided. In 2020 IEEE Convene will be in held in Denmark, although it is not official yet. Recent Webinars can be found at the Center for Leadership Excellence. Also, there is an IEEE Conference Organizers' Newsletter. Request for conference organizer's contact in Sections is also possible. He also informs about the recent Region 8 Flagship Conferences: IEEE Melecon 2018 (Marrakesh, Morocco) 2-7 May, 2018, and IEEE Energycon 2018 (Limassol, Cyprus) 3-7 June, 2018. He encourages the audience to host a conference in their Section (Eurocon 2021, Africon 2021), to participate in the organization or to attend conferences. Finally he also encourages volunteers interested in organizing conferences to learn through the available resources: SC Website, IEEE Conferences website, IEEE Center for Leadership Excellence, IEEE Conference Organizers' newsletter, Webinars, and possibly attending IEEE Convene.

Educational Activities SC Chair, Sohaib Qamar:

EA focuses on supporting Section Educational Activities officers and organizing, promoting and supporting educational activities in Region 8. Main activities have been:

- Support Educational Activities officers in Sections by organizing an online meeting (March, 2018) to increase awareness of programs and to understand their challenges.
- Organize a Teacher In-Service Program (TISP) Week program of Section-level TISP workshops for educators in the Region. Done in collaboration between R8 and R10 and sponsored by IEEE EAB. Workshops in Uganda, Greece, Croatia, Tunisia, UAE, Ukraine, and Malta Sections, with about 500 educators to be trained.
- Organize an Educational Activities track at the Region 8 Student and Young Professional (SYP) Congress, sponsored by IEEE R8 SYP. Held 2 plenary sessions and 4 workshops at the congress covering Pre-University and University activities.
- Promote Educational Activities Board programs and resources in the Region: done continuously through e-notices and social media.
- Organize a competition, known as EA SC Acceleration Program, to promote Section level educational activities: Ongoing.
- Collaboration with Action for Industry: Liaison with Action for Industry, UK & I Section Industry Activities and EAB to potentially develop continuing education resources for Rolls Royce.

Action for Industry SC Chair, Marios Antoniou:

He presents the Internship program, with a total of 65 summer internships for 2018 advertised through social media, engaging industry corporations, startups and entrepreneurs, and mentoring young entrepreneurs. Around 30 industries have participated. Internship posted and visibility given through Region 8 Facebook page. Other web pages used to share announcements were: IEEE R8 SAC, IEEE R8 YP. Some Industry engagement events during 2018 are:

- Smart city, Opportunities and Prospects, Cyprus, 20 March 2018.
- Industry forum during IEEE International Conference on Industrial Cyber-Physical Systems (ICPS 2018), Saint Petersburg, Russia, 15-18 May 2018.
- 4th International Forum on Research and Technologies for Society and Industry (RTSI), Palermo, Italy, 10-13 September, 2018.

Standards SC Chair, David Law:

Recent highlights:

- May 2018: IEEE-SA Board of Governors meeting in Vienna;
- June 2018: IEEE-SA Standards Board meetings in The Hague;
- June 2018: IEEE-SA partnered with IEEE Turkey Section: standards events in Istanbul and Ankara;
- July 2018: IEEE Young Professionals in Space Conference, Barcelona, Spain: IEEE simulation 'Mars Space Colony: A Game of Standardisation';
- August 2018: IEEE R8 Students and Young Professionals Congress: IEEE-SA provided a number of standards sessions.

Outlook:

- March 2019: IEEE-SA Standards Board meeting in Munich, Germany;
- May 2019: IEEE-SA Board of Governors meeting in Tallinn, Estonia.

Outreach and engagements in conjunction with these meetings is exploited.

Opportunities:

- Potential individual standards speakers and/or whole tracks;
- Promotion of IEEE Standards University and Education Grant.

He strongly invites everybody to attend the conferences and events, as well as to contact him about the grants and other projects about standardization.

Dirk van Hertem comments that the report was not very positive about the activities of the Chapter Coordination SC. Maybe this SC should be revitalized next year.

## 202: Discussion – Technical Sponsorship – Financial Sponsorship of Conferences

Region 8 Director Elect, Magdalena Salazar Palma, mentions that during the previous Region 8 Committee meeting there were many questions regarding Technical Sponsorship of Conferences. She introduces Péter Nagy, R8 Conferences Sub Committee Chair, who gives a presentation on the topic.

He starts by explaining what is to be understood in IEEE by sponsorship: How Can Organizations Participate in an IEEE Conference?

- As Sponsors and Owners in two different ways:
  - Managing the financial and technical responsibilities in running a conference, or
  - Managing the technical responsibilities in running a conference.
- Or as Contributor, Patron, or Supporter (no ownership): Contributing funds in exchange for brand exposure.

While the business world typically thinks of sponsorship as paying for brand exposure, in IEEE Conference, sponsorship relates to ownership. Sponsoring an IEEE conference refers to the ownership of the conference and what is your percentage of the financial and technical responsibilities in running an IEEE sponsored conference.

There are two types of sponsorship of IEEE Conferences:

- If there is a financial investment:
  - Sole Sponsorship: Your OU has 100% ownership for both the financial and technical responsibilities related to your conference;
  - Co-Sponsorship: Your OU has shared ownership (%).
- If there is no Financial investment:
  - Technical Co-sponsorship: Your OU will have direct and substantial involvement in executing a high quality technical program and oversight of IEEE brand usage.

**Sole Sponsorship:** Indicates your OU has full ownership of the conference. Key Responsibilities:

- Validating the conference scope is aligned with IEEE, setting parameters to execute a high quality technical program.
- Executing a successful conference that produces a positive surplus (20% goal).
- Your OU will receive 100% of surplus or be responsible for a deficit.
- Ensuring appropriate representation of the IEEE brand on all communications, websites and marketing materials.

**Co-Sponsorship:** Indicates your OU has a shared ownership of the conference. Key Responsibilities:

- Validating the conference scope is aligned with IEEE, setting parameters to execute a high quality technical program.
- Executing a successful conference that produces a positive surplus (20% goal).
- Your OU will receive XX% of surplus or be responsible for a deficit, depending on the financial share.
- Ensuring appropriate representation of the IEEE brand on all communications, websites and marketing materials.

**Co-Sponsorship - Shared Responsibility:** Conference execution responsibilities are shared: venue selection, negotiating services, exhibit management, publication of programs and proceedings, obtaining approval of the conference from IEEE, social media, coordinating resource management and full administration of conference, marketing and public relations. A Memorandum of Understanding (MOU) is required. It defines the responsibilities of each party.

**Technical Co-Sponsorship:** Indicates your OU has no financial investment in the conference. But direct & substantial involvement in the Technical Program. An IEEE volunteer is the Technical Program Chair / Track Chair / Assign reviewers / Conference Quality. The financial sponsor/s is allowed to use the IEEE brand to promote the conference – Protect the IEEE Brand. The conference's proceedings are eligible for publication in Xplore. IEEE can decline to publish the conference proceedings that don't meet IEEE's quality standards.

**Reasons to Provide Technical Co-Sponsorship:** To become involved with new, cutting edge science or technologies where IEEE is not a major player; or to increase the IEEE brand exposure to a new audience. Providing technical co-sponsorship is an effective way for you to determine if a non-IEEE organization should be considered for financial sponsorship in the future; and a testing ground, developmental conference. Also to provide an activity for your OU members to participate in; or when you have a lack of resources to financially sponsor a conference or you can only provide resources to assist with the technical program execution.

**Technical Co-Sponsorship (TCS) of Conferences in Region 8 – Requirements:** Conference organizers should contact OU leadership before submitting the application; agreeing to the conference means involvement of the OU in the conference organization for quality control; plagiarism check needs to be done; 1 Section and 1 Society or Chapter involved; Technical Program (co-)Chair is well known IEEE member; two R8 committee members involved in review process; reduced fees for IEEE members; dates should not conflict with other R8 conferences.

**TCS fee Overview and how to avoid it:** For any technically co-sponsored conferences in which there is no (0%) IEEE financial interest the MGA co-sponsor shall arrange (via an approved MoU) for recovery of IEEE operation costs. Effective for conferences for which the creation of the MoU starts after 1 January 2018, the fees are \$1000 per event plus \$15 for each paper that is optionally published in Xplore. As an exception to this general policy, MGA will continue to pay those 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. However, Financial Co-Sponsoring can be cheaper than TCS, and OU receives some funds (and takes the risk too). Péter Nagy gives some more details on the topic.

## 203: Workshop – Workshop 2: Section Business Model Canvas

Mohamed El Dallal introduces Workshop 2 “My IEEE Section – Business Model Canvas (BMC)”. He first explains what BMC is: BMC is divided into 9 building Blocks. It helps you to Map, Design, Visualize, Organize, Explore, Enhance your work. It’s not only for entrepreneurs. It’s also for executives and top management. It’s not only for profit organization (Donor and beneficial BM). Map your Organization in ONE image.

Three main principles:

- Strategic planning is not only budgeting
- Visuals and images enhance dialogue (Team/board).
- Not only financial outcomes: Social Impact /membership /behavior changing.

The back stage presents the costs – As seen by business. The Front stage presents the value – As seen by customer.

He then presents in detail the BMC to the audience and how to construct it, so that Section Chairs can construct it for their Sections. Then he leads the audience through the exercise.

## 204: Social – Group photo

## 205: Discussion – Presentation of Election candidates

Past Director Costas Stasopoulos gives an overview of the N&A process for the Region 8 elections with the following candidates:

- 2019-2020 Secretary:
  - Ana Maria Madurerira (Portugal)
- 2019-2020 Treasurer:
  - Adam Jastrzebski (UK & I)
- 2019 Vice Chair, Member Activities:
  - Sara Barros (Benelux)
  - Adeel Sultan (UAE)
- 2019 Vice Chair, Student Activities:
  - Maciej Borówka (Poland)
  - ~~Ana Inês Inácio (Benelux)~~ (Who has withdrawn her candidacy for personal reasons)
- 2019 Vice Chair, Technical Activities:
  - Albert Lysko (South Africa)
  - Sohaib Sheikh (UK & I)

and

- N&A Subcommittee members
  - Habib M. Kammoun (Tunisia)
  - Vera Markovic (Serbia & Montenegro)
  - Sergey Shaposhnikov (Russia North West)

The election process itself is described as follows:

- There will be presentations from the candidates running for the first 5 positions.
- For the first 5 positions Committee members may choose one candidate.
- For the N&A positions, Committee members may choose up to three candidates.
- Discussions about the candidates and voting will be done in executive session.

Past Director Costas Stasopoulos calls all candidates for the first five positions to make their presentations. Presentations can be found on the meeting website.  
After the presentations, the audience formulated questions to the candidates.

## 206: Discussion – Executive session: Discussion on Election candidates

All discussions were held in a closed executive session.

## 207: Discussion - Executive session: Voting

Elections were held in a closed executive session.

## 208: Discussion – Presentation of election results

Past Director Costas Stasopoulos presents the results of the elections.

- 2019-2020 Secretary
  - Ana Maria Madurerira (Portugal)
- 2019-2020 Treasurer
  - Adam Jastrzebski (UK & I)
- 2019 Vice Chair, Member Activities:
  - Adeel Sultan (UAE)
- 2019 Vice Chair, Student Activities
  - Maciej Borówka (Poland)
- 2019 Vice Chair, Technical Activities
  - Sohaib Sheikh (UK & I)
- N&A Subcommittee members
  - Habib M. Kammoun (Tunisia)
  - Vera Markovic (Serbia & Montenegro)
  - Sergey Shaposhnikov (Russia North West)

## 209: Discussion – Recess

## 300: Procedural – Call to Order and Roll Call

Director Margaretha Eriksson welcomes everybody back to the second part of the meeting.

## 301: Discussion – Student Activities Committee report

Region 8 Student Activities Vice Chair, Efthymia Arvaniti, starts her report presenting her team and thanking them for their hard work during these two years. She addresses next the Section representatives summarizing how they can help student members:

- Engage the students with the Section Student Representative
- Bridge students and YPs in joint events
- Bring Industry closer to the Student Branches
- Allocate budget for student activities
- Invite them in Sectional & Regional Activities
- Involve Section & Region Student Activities Committee
- Support Students & Student Branches

- Encourage new members
- Listen to their voice
- Make them feel appreciated

Students are the future leaders!

She then presents the main activities supported by R8 SAC:

- Cross-Sectional Students and Young Professionals Congresses that are organized every odd year, gathering students and YPs from nearby Sections, of mini-regional scale. A R8 Cross-Sectional Student and Young Professional Congress Manual has been prepared. In 2017 there were a total of 8 events of this type:
  - Gulf Council Cooperation SYP – Manama, Bahrain
  - Middle East SYP – Tunis, Tunisia
  - Africa SYP – Abuja, Nigeria
  - Eastern Africa SYP – Kampala, Uganda
  - Central European SYP – Lviv, Ukraine
  - Hellenic SYP – Athens, Greece
  - Nordic SYP – Vilnius, Lithuania
  - Western European SYP – Valencia, Spain

The Call for Proposals for 2019 Cross-Sectional Congresses is going to be released soon. Some locations are confirmed.

- IEEE Region 8 Student & Young Professional Congress happens every even year. In 2018 it took place in Porto, Portugal, 24th to 29th of July, 2018.
- A student paper contest (SPC) is organized every year. The winners of the first, second and third awards are invited to present their papers at one of the Region 8 flagship Conference. The award includes a cash prize, free travel plus accommodation and conference fee (for the main author), plus lots of fun, experience and fame. In 2018 the awards were presented in Melecon 2018, Marrakech, Morocco:
  - 1st Prize: 800 €, Ahmed Abdelraouf Mohamed, Arab Academy for Science, Technology & Maritime Transport Cairo Student Branch, Egypt Section, “A Multi-Objective Distributed Generation Allocation and Sizing using Swarm Intelligence Based Algorithms”
  - 2nd Prize: 500 €, Benjamin Chiêm, Université Catholique de Louvain Student Branch, Benelux Section, “Supervised classification of structural brain networks reveals gender differences”
  - 3rd Prize: 200 €, Marko Mihajlovic and Nikola Popovic, University of Niš Student Branch, Serbia & Montenegro Section, “Fooling a neural network with common adversarial noise”

In the past, SPC awards were given in Limassol, Cyprus (2016), Ohrid, Macedonia (2017), Marrakesh, Morocco (2018). In 2019 the awards will be given in EUROCON, Novi Sad, Serbia.
- IEEE Student Awards campaign for 2018 was launched on the 20th January. The deadline submission was on 15th February. There were 140 submissions from R8 out of 303 (46% in R8)
- Student Branches – SAC Interaction: Report!
  - Submit your annual report via [sbr.vtools.ieee.org](http://sbr.vtools.ieee.org)
  - Report your officers annually at [officers.vtools.ieee.org](http://officers.vtools.ieee.org)
- Electronic Communications provides a number of tools:
  - Survival Guide
  - SB Cookbook
  - IEEE calendar
  - Cross-Sectional Congress Manual
  - SYP Manual
  - SPC Rules
  - SAC Website <https://ieeer8.org/student-activities/sac/>
  - R8 SAC is on Facebook (>8.5k followers)

After the presentation a video about 2018 Region 8 SYP is presented.

The audience comments on the activities and, in particular, the R8 SYP Congress and the Cross Sectional SYP congresses. Past Director, Costas Stasopoulos, encourage Sections to send not just one person to these events but more. Other comments regarding deadlines for Cross Sectional SYPs, and Visa problems were addressed.

## 302: Discussion – Communication Strategy

Vice Chair for Member Activities, Antonio Luque, addresses the audience giving a background of the R8 Communication Strategy:

- Many members cite “being informed” as one of the top reasons for joining or staying in IEEE
- Conferences, publications, are the standard way of keeping members informed, and this is done at different IEEE levels: Spectrum, The Institute
- At R8 we have the duty of producing the information our members and society request, within our role in the IEEE structure

Objectives of R8 communication:

- Inform members of events, activities, ways to participate
- Keeping members updated on relevant technological news
- Showcase IEEE to encourage others to join
- Promote volunteering
- More...

Media: Email, Paper publications, Web posts, Social media, Other?

Current status: eNotice, Web site (ieeer8.org), R8 News, R8 Today, Facebook, Twitter,...

We need to define the role and place of each one, to provide a coherent view to users.

Targets: Our users can be:

- Members
- Society in general
- Potential members

We can further segment into:

- Good/limited internet access
- Younger/Senior
- Volunteers/non-volunteers

The future:

- New publications to fill the gaps
- Take care of overlap between communication channels
- Be aware of changes and adapt to them

Then he presents the proposed R8 Communication channels (and how we can use them) and introduces the R8 volunteers working on them:

1. Region 8 News – Alistair Dabbs
2. R8 website – George Michael
3. Digital marketing and social media – Dora Fourou
4. Region 8 Today – Stamatis Dragomaunos
5. IEEE Sigma – Christopher James

Region 8 News – Alistair Dabbs:

The Region 8 News Editor, Alistair Dabbs, presents its status:

- Published every 3 months
- Print edition is sent to R8 members
- Bulk copies are sent to Sections, AGs, universities, etc.
- Printed by IEEE in Piscataway
- Mailed out with IEEE Spectrum
- PDF edition is ... free for everyone: r8news.ieeer8.org

- Join the email list
- Want to share a story about your Section, AG, chapter, conference etc.? [r8news@ieee.org](mailto:r8news@ieee.org) (but... note the long lead-in times)
- Coming in 2019: smartphone app, tablet app, text-searchable archive, Region 8 live feeds, built-in media support (video)

#### Digital Marketing and Social Media – Dora Fourou

Dora Fourou, Social Media coordinator, presents first the concept of Digital Marketing: There is a huge spectrum of tactics and assets that fall under the umbrella of digital marketing such as: Google search, social media, email, online advertising, websites which connect a brand/company with their current and prospective customers.

Then she addresses what a Digital Marketer does:

- have a clear picture of how each asset or tactic supports their overarching goals.
- need to understand how different platforms work
- have to analyze the psychology and the behavioral patterns of online users.

For Region 8 digital promotion the tools available are:

- Corporate Website: [ieeer8.org](http://ieeer8.org), including Social Media: Facebook (Page & Group) / Twitter
- News Portal: IEEE Region 8 Today, [region8today.ieeer8.org](http://region8today.ieeer8.org), including also Social Media: Facebook / Twitter
- Magazine: IEEE Region 8 News

When designing our strategy we need to take into account that bombarding your audience with the wrong content has serious repercussions to your marketing effort. Also overloading with irrelevant content can drive away those who have been your serious fans.

#### Region 8 Today – Stamatis Dragomaunos

Stamatis Dargomaunos, Editor of Region 8 Today, starts saying that it took 1,5 year of preparation for what is now Region 8 Today. From spotting and describing the problem, designing a solution, and fine-tuning it, to designing and developing the platform, establishing collaborations, training and testing.

He summarizes what Region 8 Today is: The Official News Portal of IEEE Region 8 (<https://region8today.ieeer8.org>).

- All Organizational Units can post their news
- IEEE members read news from all IEEE: volunteering, achievements, events, awards innovation, and so on.
- Collaboration with: IEEE Spectrum, The Institute, Region 8 News
- Search by date (archive)
- Search by location

He then explains the Organizational Structure and Philosophy, from R8 OUs (contributors) through the Editorial Board (in charge of maintaining quality and conformity to rules) to the Web Portal.

Regarding the current status of Region 8 Today he presents the following statistics:

- 1964 users from 77 countries
- Facebook page (@ieeeregion8today) has 547 followers
- Twitter account has 58 followers
- 7 Section Contributors, 6 AGs Contributors
- 3 Editors
- 66 articles: 14 from The Institute, 12 from Spectrum, 11 from UAE, 19 Global or Regional. 2 from Region 8 News, 8 from several Sections

Search Engine Optimization: 3rd when searching “IEEE Region 8 Today”; 1st when searching “Region 8 Today”; 4th when searching “IEEE Region 8 news portal”

With respect to the near future and distant future outlook, some ideas are:

- Contributors from all Organizational Units
- Webinars and Training
- Optimization of platform and procedures

- Participation to all main IEEE events
- 2 articles per day
- 2 more editors
- Increase of quality of articles
- Increase portal's awareness
- Increase portal's engagement with its readers
- Become multilingual

Our vision for Region 8 Today is to be the source of IEEE daily news within Region 8; a platform where well trained and experienced volunteer – journalists will share their articles; and a reference point for volunteers, inventors, entrepreneurs and scientists.

IEEE Sigma – Christopher James

Christopher James, VC for Technical Activities, presents his initiative related to an IEEE Magazine for Region 8 to be called Sigma. The objective is to create a technical publication that is a celebration of the people, technology, projects and achievements within IEEE Region 8.

The content could be: in-depth interviews with technological innovators/leaders; reporting on big/ important technological projects; opinion pieces on topical issues; innovations in countries or sub-regions within R8; reporting on achievements by individuals or groups; and students and YP voice.

In order to make this a reality, the next steps are:

- Initial conversations with IEEE Pubs;
- Establishing initial editorial board;
- Preparing Sigma as an IEEE publication;
- Costings/ budget; Sponsorship possibilities;
- Preliminary timeline/content;
- Format (paper/online) & Frequency

This journal/magazine will complete R8 communications = R8 News + R8 Today (online) + Sigma + R8 Web.

### 303: Discussion – Treasurer's Report

Ralph Kennel, Region 8 Treasurer, presents his report.

He starts clarifying some issues related to claiming expenses. He reminds everybody that copies of receipts and vouchers are required. He also reminds the audience that when transferring money for expense reports the bank is requested to cover the fees on both sides.

He then addresses the interim cost distribution for 2018. As of the end of September 2018 a sum of 167.9 (\$K) is our surplus. However there are still expenses to pay. In general our expenditures are according to budget. But each year we are expending more money than our income.

He then proposes a budget for 2019 in case we just take similar numbers as experienced in 2018. But we need to cut down expenses on our meetings and in other areas, which means that we should all save money. He proposes a budget of 675 \$K.

Then he informs that 2018 R8 SYP in Porto has a surplus of 13,078.68 € which should be forwarded to the organizing Student Branch and the next SYP congress.

He then mentions some issues, in particular greater investment in the VCs operations, with the current situation of the budget he believes we cannot do. In terms of Region 8 Treasurer's objectives he refers back to those mentioned in 2016 by him, namely, to maintain the cash position (cash flow in R8 can be sensitive), promote R8 initiative strategy (which unfortunately cannot be done), and improve section and chapter reporting.

Brian Harrington, Past Treasurer, presents Region 8 Treasury administration.

Region 8 Finances use a set of tools. Among them, the SAGE software, based on Windows 10, XP Systems to support archive data. The current contract with SAGE allows for 5 licenses plus technical

Support, report design assistance, automatic updates and Microsoft interface support. This is a Web based system. Normal offering is for 2 full users plus 6 other users. No server required by Region 8. General cloud and Web based have advantages.

Advantages of adopting this approach:

- To spread the administrative workload by enabling shared working on Region 8 financials
- To enable project cost tracking by Region 8 budget holders (OpCom members)
- To enable enquiries on payments and receipts to be made by budget holders
- To enable the automatic update and reconciliation of Sage Drive accounts on bank account movements
- To offer Region 8 volunteers (OpCom) free access to the Microsoft Office 365 suite and to the Microsoft OneDrive Cloud
- To extend access to mobile devices – selected countries

He also explains that because of the diversity of Region 8 (variety of currencies, etc.) it is particularly important to have a good control of financials. Because control is important, the help of an external auditor has been used in the past.

### 304: Discussion – External Auditors report

Colin Taylor, from UK, is the External Auditor. He starts his presentation by introducing himself and his credentials. He explains next what his work consists of and how it is done in collaboration with the Region 8 Finance team. He first needed to understand Region 8 operations. A characteristic of Region 8 finances is its fluctuations from year to year due to many issues, but mainly because of the Sections Congress and the meetings in expensive venues.

### 305: Discussion - R8 Budget, priorities, decisions

After these presentations the Committee discussed how to set the priorities regarding R8 budget. Possible ways of reducing the expenses are to: reduce the number of meetings, reduce the number of committees, or committee members. Research should be done about other possible sources of income, like download of papers from R8 Conferences which proceedings are included in Xplore, the use of the 50% of surplus or 1% of reserves, and so on. Other comments emphasize that the money should be used to support Sub Committees activities, in particular MD SC meetings. The establishment of a Finance Committee could also help to establish strategies, savings, and so on. Also long term planning will help to stabilize the financial results from year to year.

### 307: Discussion – Upcoming Flagship Conferences

Péter Nagy, Conference Coordination SC Chair, presents the upcoming Region 8 Flagship Conferences. The SC is now releasing the call for the site selection of Eurocon 2021 and Africon 2021: letter of intent should be sent by February 1, 2019, with an initial bid by February 28, 2019.

Educon 2019 will be held in Dubai, UAE, 9-11 April, 2019.

Eurocon 2019 will be held in Novi Sad, Serbia, 1-4 July, 2019.

Histelcon 2019 will be held in Glasgow, Scotland, UK, 18-19 September, 2019.

Africon 2019 will be held in Accra, Ghana, 25-27 September, 2019.

Energycon 2020 will be held in Gammarth, Tunisia, 13-16 April, 2020.

Melecon 2020 will be held in Palermo, Italy, June 16-18, 2020.

### 308: Discussion – IEEE and Industry

Dejan Milojicic, IEEE Division 8 Director, presents a report on 2018 IEEE Industry Engagement. Industry membership has been in decline. An Ad Hoc Committee on IEEE Industry Engagement Committee was established in 2014. In November 2017 it was established as Standing Committee with a number of priorities and offerings to engage practitioners. A Conference took place in 2018. A number of lessons were learned. A corporate membership has been proposed. A new IEEE member grade is being explored for IEEE Senior Members from industry: Distinguished Technologist. Awards also explored as well as an Industry Congress.

Questions from the audience included Startups, presentation to industries of the corporate membership, and other activities.

### 309: Discussion – IEEE Vienna Office

Clara Neppel, Senior Director for European Business Operations, IEEE Technology Centre, gives a progress report on the activities of the Vienna office. She first presents the Vienna office current staff. Then she explains how the office helps achieve IEEE goals by supporting local and global initiatives. IEEE has a unique value proposition: a trusted platform of collaboration. Three stages of the approach:

- Raise awareness of holistic IEEE offering,
- Identify areas of common interest and explore engagement possibilities,
- Impact, new engagements and collaborations within IEEE and with external stakeholders

She mentions a number of activities, engagements (including with the European Parliament, but also with members), invitations, awards, standards, and more. The activity with IEEE European Public Policy continues.

Questions from the audience include the possibility of help with H2020 projects, with cooperation between EU and Africa Union, the Parliament Magazine, maybe getting online access. The office cannot engage in the bidding because it will compromise neutrality. The office can work in workshops, advisory boards and so on. Also it was asked if the office can help on Conference organization. Also if the Vienna office is generating income. The answers to both questions were affirmative.

### 310: Discussion – Motions, presentation, discussion, voting

1. Motion to approve the Bylaws of the Africa Council. The Bylaws were posted beforehand. The Africa Council Pro Tem Chair move to approve the Bylaws. No need to be seconded because it comes from the Council. No discussion takes place. The motion is voted and approved with one abstention. Motion passes.
2. Motion to approve the addition of Botswana Subsection, Sudan Subsection, Tanzania Subsection, Mauritius Subsection and Uganda Subsection to Africa Council. These subsections have sent the petition to Africa Council. Africa Council has approved it. Now the approval of Region 8 Committee is requested. The motion comes from the Africa Council. No need to be seconded. No discussion takes place. The motion is voted and approved unanimously. Motion passes.
3. Motion to approve the elevation of the Uganda Subsection to Uganda Section with boundaries corresponding to the boundaries of the country of Uganda. The motion is put forward and seconded. No discussion takes place. The motion is voted and approved unanimously. Motion passes.
4. Motion to approve the formation of Yemen Subsection under Region 8 with boundaries corresponding to the boundaries of the country of Yemen. Moved by Egypt Section Chair. A friendly amendment by Director Elect is to change the first signatory of the petition to someone whose primary address is in Yemen. The friendly amendment is accepted. The



motion with the mentioned amendment is seconded and approved unanimously. Motion passes.

5. Motion to conditionally (Region 8 Director needs to wave the condition of signatories being IEEE members for at least six months) approve the formation of Burkina Faso Subsection under Region 8 with boundaries corresponding to the boundaries of the country of Burkina Faso. Moved by Tunisia Section Chair. The motion is seconded and discussed. The motion is voted and approved unanimously. Motion passes.
6. Motion to change the Operations Manual as sent to the R8 Committee.

*Change to R8-6.1.3.2*

Add ", with the provision that the Chair has to be at least of Senior grade" after "as well as recommendations by the Region 8 N&A Subcommittee".

*Change to R8-8.1*

Final wording of the particular paragraph is:

"Reasons for formation of a Subsection not within a Section (e.g. under the supervision of the Region) are usually that the members making the petition are in a location / country where there are insufficient IEEE members to justify a petition to form a Section. This enables the petitioners to start local IEEE activities and may encourage membership growth. Forming a Subsection under Region control does place an obligation on the Region to forward the rebate received for the Subsection, if it fulfills the meeting activity and compliance with finance and officer reporting requirements. However, the Region is not obliged to reimburse the attendance costs of the Subsection Chair at Region 8 Committee meetings, so that a Subsection constitutes a smaller financial burden on Region 8 than a Section.

Moved by Region Past Director and seconded. No discussion takes place. The motion is voted and approved unanimously. Motion passes.

## 311: Discussion – New Business

The audience is invited to attend the 10<sup>th</sup> GCC Conference and Exhibition to be held in Kuwait, 21-23 April, 2019. The SYP Congress will take place on April 19-20. Tutorials and WIE meeting will also take place concurrently.

Saudi Arabia Section Chair questions the duration of the term of the Chair. He thinks is too short. Past Director explains that the duration can be extended for two more years. The same person can be reelected, after taking a break, for two more years, in order to fulfil the rule of not exceeding a total of six years. Saudi Arabia Section Chair mentions that he would like that the second term can be extended without the need of new elections. In some countries holding elections is not easy. Past Director says that the rule is not a R8 rule but an MGA policy.

Norway Section Chair asks about working groups on European Public Policy and how to be accepted in them.

South Africa Section Chair thanks R8 support to OUs and events in Africa.

## 312: Discussion – Next R8 Meeting

Conrad Attard, Malta Section Chair, invites everybody to the 112<sup>th</sup> IEEE Region 8 Committee meeting which will take place in Malta. The dates are still to be decided, either March 15-17 or March 29-31.

## 313: Discussion – Welcome from the incoming Region Director

Magdalena Salazar Palma, 2017-2018 Director Elect, presents the incoming OpCom members and thanks the outgoing OpCom members for their work and support. She presents her objectives for the incoming years, which are based in looking ahead of the goals of the past four years: Focus on Students and YP, Industry, Section Vitality (with focus on elections), Africa Council support,

Membership model, Technical Activities as they relate to members, and R8 Committee structure. She congratulates Vera Markovic and Serbia & Montenegro Section for an excellent meeting. She thanks them also for their hospitality.

### 314: Discussion – Closing Remarks leaving past Region Director

Costas Stasopoulos, 2017-2018 Past Director, mentions that he has been R8 OpCom member since 2007 until 2018, first as Secretary, then as Director Elect, Director, and finally, Past Director. He express his thankfulness for all the opportunity to meet great people, great volunteers, attend many and varied meetings and serve Region 8 members. He thanks all OpCom members, Section Chairs and Sub Committee members with whom he has worked during all these years, as well as all R8 volunteers.

### 315: Discussion – Closing Remarks leaving Region Director

Margaretha Eriksson, 2017-2018 Director, addresses the Committee with a word of thanks for what has been achieved during these two years. She gives some tokens of appreciation to the OpCom members and to Vera Markovic. She also recognizes the local volunteers.

### 316: Procedural – Adjournment

Region 8 Director calls for a motion to adjourn the meeting. Meeting is adjourned,

### Social – Lunch