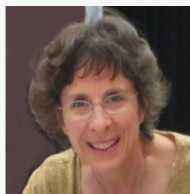## Conference Coordination Committee (CoCC)   Tiziana Tambosso

In December 2022 started the process of handover in cooperation with the past-chair of the R8 CoCC. The access to the google drive and all management documents was completed. By the end of December the CoCC team has been defined.

2023 TEAM

2023 Team:

Tiziana Tambosso (Italy) — Chair

Habib M. Kammoun (Tunisia) — Past Chair

Abdellah Kouzou (Algeria) — Member

Shaun Kaplan (Germany) — Member

Pascal Lorentz (France) — Finance Committee Liaison

Nadezda Kunicina (Latvia) — Correesponding Member

Sergio Rapuano (Italy) — Correesponding member

Fatma Taher (UAE) — Corresponding member

Robert Bierwolf (Benelux) — Correesponding Member

Ana Madureira (Portugal) — Correesponding member

Corresponding members ex-officio (members of the IEEE Conference Committee - ICC)

- **Peter Nagy (Hungary)**, Member-at-Large
- **Paul Cunningham (Ireland)**, Member-at-Large
- **Antonio Luque (Spain)**, Appointment, IEEE Member and Geographic Activities Board
- **Maciej Ogorzalek (Poland)**, Appointment, IEEE Educational Activities Board
- **Shashank Gaur (Austria)**, Chair, Conference Publications Committee (CPC)
- **Cecilia Metra (Italy)**, Appointment, IEEE Technical Activities Board
- **Aleksandar Mastilovic (Serbia)**, Appointment, Young Professionals Member

In 2023 the following Goals and KPI were defined.

Goals	KPIs
Efficient management of the CoCC **[internal goal]**	1. Monthly meeting minutes 2. Reports for the R8 OpCom 3. Reports for the R8 meetings 4. CoCC webpages updated
Timely review of the financial and technical co-sponsorship (TCS/FCS) requests	Number of evaluated TCS/FCS requests in 2023
Ensure success of the R8 flagship conferences: call for bids, support, oversight	Define the Steering Committee for each R8 flagship and portfolio conferences Oversight the process from call for bids to conference closing Participation of at least one R8 CoCC representative to the conference

Ensure success of IEEE conferences TCS/FCS by R8	Oversight the process from Application form to final report and budget control Percentage of successful conferences (timely reporting, financial surplus as expected, papers published in IEEE Xplore)
Increase IEEE R8 visibility through conferences	Number of activities for Region 8 in conferences 1. Percentage of conferences programs including R8 speech / presentation in opening or closing conferences 2. Liaison with R8 committee: 21. Percentage of TCS/FCS conferences including R8 booths (coordination with Membership Development committee) 2.2. Percentage of TCS/FCS conferences including industry-focused workshops (coordination with Action for Industry subcommittee) 2.3. Percentage of TCS/FCS conferences including women in engineering workshops (coordination with WIE subcommittee) 2.4. Percentage of TCS/FCS conferences including Young Professional workshops (coordination with YP subcommittee) 2.5. Percentage of TCS/FCS conferences including standards workshops (coordination with standards subcommittee) 2.6. Percentage of TCS/FCS conferences including students sessions / challenges (coordination with SAC) 2.7. Percentage of TCS/FCS conferences including Humanitarian workshop (coordination with Humanitarian subcommittee)
CoCC Communication	Number of Committee meetings
Support the sections' conference coordinators	1. Number of appointed section / subsection conference coordinator (59 sections + 10 subsections) 2. Number of webinars and training events
Ensure good relationship with MGA, MCE, and other regional conference coordinators	Number of meetings and workshops Participation to Convene 2023
Industry focused events and conferences	Incorporate industry panels/events in conference and organize conferences with strong industry involvement Number of industry panels/events and industry conferences.

For each goal progress and activities are reported in the following.

Efficient management of the CoCC

Two CoCC meetings were held (Jan. 18 and Feb. 27) with detailed minutes containing task distribution and reports on activities. Organization of the third meeting on March 24.

Two reports for the R8 OpCom (one with the list of the new R8 conferences steering committees and a second with recommendations of flagship/portfolio conferences sites)

One Report for the R8 spring meeting

The committee webpages were updated (see https://ieeer8.org/category/technical-activities/conference-coordination/)

Timely review of the financial and technical co-sponsorship (TCS/FCS) requests

In the first two months of 2023 ten requests of R8 Technical Co-Sponsorship were managed with two declined, seven approved and one under evaluation.

Ensure success of the R8 flagship conferences: call for bids, support, oversight

The RTSI 2023 edition of the RTSI will not be held. The UK & Ireland Section withdrew its candidacy as organizer of the conference in 2023.

The committee has recommended the **Steering Committees** for the following R8 flagship/portfolio conferences (IHTC 2023, ENERGYCON 2024, RTSI 2024) that were approved by the OPCOM of February.

One Virtual Meeting with flagship/portfolio conferences candidates, to answer their questions on the final bid preparation, was held on Jan 12 with the participation of ten bidders and 16 people.

For EUROCON 2025 (Cyprus, Poland, Portugal, UK & Ireland), for IHTC 2024 (Italy, Tunisia), for AFRICON 2025 (Ghana), for RTSI 2025 (Poland, Tunisia, North Macedonia). The meeting was appreciated.

We plan to hold this type of virtual meetings with the bidders in the future as well to ensure a good understanding of the R8 rules and a set of good bids to choose among them the best candidates for organizing future R8 flagship and portfolio conferences.

By the Deadline of January 31st, 2023 the Committee received 8 final bids. Another final bid was received within the second and last DL of February 15th, 2023. Solicitation emails were sent to the proposers who didn't answer to the calls for final bids. The evaluation of the received documents was done and the discussion of the results was held during the CoCC meeting of February 27. Recommendations of the committee and the related report was prepared for the OPCOM meeting of March 13. The new Flagship/portfolio conferences sites will be presented during the R8 meeting.

R8 CoCC liaisons for every upcoming flagship/portfolio conference

July 6-8, 2023, **20th EUROCON**, Torino, Italy

September 7-9, 2023, **8th HISTELCON**, Florence, Italy

September 20-22, 2023, **16th AFRICON**, Nairobi, Kenya

November 1-3, 2023: **International Humanitarian Technologies Conference (IHTC)**, Santa Marta, Colombia

June 25-27, 2024, **22th MELECON**, Porto, Portugal

March 4-7, 2024, **8th ENERGYCON**, Doha, Qatar

September 18-20, 2024, **8th RTSI**, Milano, Italy

have been assigned.

Tasks of the liaisons are defined.

The organization process of each flagship/portfolio conference is supervised from the application form check list to the final report submission and budget control.

Definition of R8 CoCC representatives who will participate in the next 2023 Flagship/portfolio conferences and allocation of budget

Ensure success of IEEE conferences TCS/FCS by R8

CoCC liaisons for every upcoming FCS/TCS/conc. unit conference have been assigned.

Tasks of the liaisons are defined.

Supervision of the entire process from the application form to the final report submission and budget control for R8 FCS conferences only.

In 2023 we have already 17 TCS/FCS/conc. unit conferences approved by the CoCC to supervise.

Conc. Unit	23-Feb-2023	2023 IEEE Multi-conference on Natural and Engineering Sciences for Sahel's Sustainable (MNE3SD)
FCS	1-May-2023	2023 IEEE Global Engineering Education Conference (EDUCON)
Conc. Unit	21-May-2023	2023 IEEE 3rd International Maghreb Meeting of the Conference on Sciences and Techniques of Automatic Control and Computer Engineering (MI-STA)
TCS	22-May-2023	2023 1st International Conference on Logistics (ICL)
TCS	22-May-2023	2023 46th MIPRO ICT and Electronics Convention (MIPRO)
TCS	22-May-2023	2023 IEEE Jordan International Joint Conference Electrical Engineering and Information Technology (JEEIT)
Conc. Unit.	12-Jun-2023	2022 International Conference on Computer, Control, Electrical, and Electronics Engineering (ICCCEEE)
TCS	9-July-2023	2023 IEEE Symposium on Computers and Communications (ISCC)
TCS	23-Jul-2023	2023 IEEE International Conference on Omni-layer Intelligent Systems (COINS)
FCS	06-Sep-2023	2023 IEEE International Conference on Wireless for Space and Extreme Environments (WiSEE)
TCS	11-Sep-2023	2023 International Symposium ELMAR
TCS	13-Sep-2023	2023 IEEE International Symposium on Technology and Society (ISTAS)
TCS	27-Sep-2023	2023 12th IFIP/IEEE International Conference on Performance Evaluation and Modeling in Wired and Wireless Networks (PEMWN)
TCS	5-Oct-2023	2023 9th International Conference on Optimization and Applications (ICOA)
TCS	25-Oct-2023	2023 16th International Conference on Advanced Technologies, Systems and Services in Telecommunications (TELSIKS)
TCS	6-Nov-2023	2023 IEEE International Conference on Microwaves, Communications, Antennas, Biomedical Engineering and Electronic Systems (COMCAS)
TCS	18-Dec-2023	2023 IEEE 11th International Conference on Systems and Control (ICSC)

Increase IEEE R8 visibility through conferences

Each flagship/portfolio conference will have a R8/organizing local Section booth

The R8 director or his representative will participate in the opening section.

Special events involving R8 Committees: Entrepreneurship, Industry, WIE, YP, Students, ..) will be organized

For EUROCON 2023 a special workshop for startups and entrepreneurship has been organized. See program on the conference website (https://2023.ieee-eurocon.org/). A special competition for the best entrepreneurship idea has been organized (https://2023.ieee-eurocon.org/call-for-best-entrepreneurship-idea-demoposter-competition/)

The R8 Student Paper Contest will take place on July 7, with the award ceremony scheduled during the gala dinner of the same day.

For AFRICON 2023 a workshop organized by the R8 AfI Committee is planned in cooperation with the IEEE IEC (Industry Engagement Committee.

For HISTELCON 2023 a special workshop on "Women in the history of technology "is organized by the Italy Section WIE AG. Program will be available on the website: https://2023.ieee-histelcon.org/

CoCC Communication

One meeting /month has been organized. Till now we had two meetings, and one is planned on March 24ᵗʰ, 2023

Support the sections' conference coordinators

A task force consisting of two CoCC members is dedicated to this task. An email investigation has begun to obtain the updated list of conference coordinators. Till now 28 section chairs responded.

Ensure good relationship with MGA, MCE, and other regional conference coordinators

From the beginning of the year two online meetings with MCE have been held and a weekly correspondence is maintained.

Participation in IEEE ICC meetings: RCC & S/C VP-Conferences - Collaboration Meeting with ICC Chair (March 21ˢᵗ, 2023)

Participation to Convene 2023 is planned – budget is allocated

An education workshop on "IEEE conference organization for new R8 Section Chairs" with participation of IEEE MCE is organized for March 24, 4-6 pm (EET). All new R8 section chairs are invited, and the workshop is open to all R8 meeting participants.

Industry focused events and conferences

Organization of RTSI 2024 started with the selection of dates, venue, conference organization committee and preliminary budget.

RTSI (Research and Technology for Society and Industry) is the only R8 conference with an industry focus, with many workshops, panel and special events dedicated to industry and with industry contribution. A best practice documents has been prepared to be used as a starting document by the steering committee.

In AFRICON 2023 a workshop dedicated to industry has been organized by the R8 Action for Industry Committee.