

Region 8 Secretary

Ljupčo Karadžinov

In this reporting period I continued the regular R8 Secretary administrative duties in supporting the activities and operation of the R8 OpCom and the R8 Committee, as well as communication with the global IEEE staff. Minutes of all the meetings were prepared and shared on time. Additional tasks and responsibilities assigned to me by the R8 Director were implemented in a timely manner with high professionalism.

IEEE Region 8 OpCom Meetings

On-line monthly R8 OpCom meetings organized using the WebEx platform:

1. September R8 OpCom meeting, Monday, 4 September 2023, 19:00-21:00h CEST
2. October R8 OpCom meeting, Monday, 2 October 2023, 19:00-21:00h CET
3. February R8 OpCom meeting, Monday, 5 February 2024, 19:00-21:00h CET

In-person regular R8 OpCom meeting organized:

1. November R8 OpCom meeting, Saturday, 25 November 2023, 9:00-20:00h CET & Sunday, 26 November 2023, 09:00–13:10 CET, Karl Johan Hotel, Oslo, Norway.

IEEE Region 8 Committee Meetings

Organization of the 122nd IEEE Region 8 Committee Meeting, Saturday–Sunday, 2–3 March 2024, and the preliminary Committees of R8 meetings, Friday, 1 March 2024, Hotel Andaz Vienna Am Belvedere, Vienna, Austria:

1. Cooperation with the R8 Director Vincenzo Piuri, R8 Treasurer Adam Jastrzebski, R8 Assistant Secretary Aniko Szakal and the ECC team George Michael and Maria Efthymiou.
 - Invitation letters to 246 R8 volunteers, 54 visas invitation letters
 - Registered 154 in-person attendees & 63 companions, total of 217 participants
 - Hotel Andaz meeting room and A/V arrangements, meeting schedule, IEEE agenda tool
 - R8 meeting webpage, reporting templates, reporting Google Forms and instructions
 - Other necessary preparation activities including plaques for certificates of appreciation.
2. Determination of the valid R8 Committee voting delegates/Section Chairs, in cooperation with the R8 Section Vitality and Development Committee and Director-Elect Mike Hinchey

Other activities

- Organizing WebEx meetings in 2023 for the Committees of Region 8 including the workshop “Towards the IEEE Fellow Grade”, given by dr. Don Tan, Chair of the IEEE Fellow Committee, Friday, 1 Dec 2023, 5:00– 6:30 PM
- vTools reporting of the R8 officers elected/appointed for 2023–2024 term in office
- eNotices prepared and sent to R8 members for the Committees of R8
- Preparation of plaques for the R8 certificates of appreciation and awards

Secretariat

The Secretariat in 2024 was joined by dr. Martin Bastiaans to help ensuring coherent information in our systems as related to Section Chairs and R8 Committees. With his help and the SVD Chair Ana Maria Madureira the accurate information is finally present on the R8 web pages and Region 8 Committee Reference Sheet.

The committee in 2024 comprises of:

- Ljupco Karadzinov, North Macedonia Section
- Aniko Szakal, Hungary Section
- George Michael, Cyprus Section
- Maria Efthymiou, Cyprus Section
- Martin Bastiaans, Benelux Section