

**Unapproved Minutes of the
122nd IEEE Region 8 Committee Meeting
Saturday – Sunday, 2-3 March 2024
Hotel Andaz am Belvedere, Vienna, Austria**

The meeting presentations are available at the IEEE agenda tool: <<https://agd.ieee.org/mpt/Agenda.aspx?eid=18642>>. R8 Section's, Committee's and OpCom Reports, as well as other backup documentation, can be downloaded from the Region 8 web page: <<https://ieeer8.org/category/committee/meetings/2024-march-vienna/>>.

Agenda points in these minutes are numbered as they are presented at the meeting in the IEEE agenda tool.

Meeting Agenda

Day 1: Saturday, 2 March 2024, 9:00-17:30h CET

- | | |
|--|---|
| 1. Call to order and welcome (Piuri) | 19. Treasurer's motions (Jastrzebski) |
| 2. Housekeeping (Karadzinov) | 20. R8 Diversity, equity and inclusion (Abandah) |
| 3. Roll call (Karadzinov) | 21. Section anniversary (Piuri) |
| 4. Approval of the agenda (Piuri) | 22. Recognitions (Piuri) |
| 5. Approval of the consent agenda (Piuri) | 23. Group photo (Karadzinov) |
| 6. IEEE President address (Coughlin) | 24. Lunch 12:30-13:30 |
| 7. IEEE Vice President for Member and Geographic Activities (Mathur/Luque) | 25. Vice Chair Technical Activities report (Antoniou) |
| 8. IEEE-USA President (Moore) | 26. Vice Chair Technical Activities motions (Antoniou) |
| 9. IEEE Region 2 Director address (Lowery) | 27. IEEE Future Directions - Metaverse initiative (Metra) |
| 10. IEEE Region 3 Director address (Grigorian) | 28. IEEE Technology Center for Climate (Neppel) |
| 11. IEEE Region 4 Director address (Ozburn) | 29. IEEE Ad Hoc Cmte Leadership Continuity and Efficiency (Koehler) |
| 12. IEEE Region 6 Director address (Hayashi) | 30. R8 Publications and communications (Sultan) |
| 13. IEEE Region 7 Director address (Murad) | 31. Coffee Break 15:30-16:00 |
| 14. IEEE Division VIII Director address (De Florian) | 32. Breakout sessions for best practices and strategies |
| 15. Coffee Break 10:30-11:00 | 33. Reporting of breakout sessions |
| 16. Director's report (Piuri) | 34. R8 Section vitality and development (Madureira) |
| 17. Director-Elect's report (Hinchey) | 35. IEEE Local Groups (Stasopoulos) |
| 18. Treasurer's report (Jastrzebski) | 36. Adjourn of the Day 1 |

Day 2: Sunday, 3 March 2024, 9:00-13:30h CET

- | | |
|--|---|
| 37. Call to order (Piuri) | 44. Vice Chair Members Activities motions (Lesic) |
| 38. Vice Chair Students Activities report (Aliyu) | 45. Region realignment: Zone Representative (Luque) |
| 39. Vice Chair Students Activities motions (Aliyu) | 46. Next meeting (Piuri) |
| 40. Coffee Break 10:30-11:00 | 47. Old business (Piuri) |
| 41. Call for Awards (Luque) | 48. New business (Piuri) |
| 42. Call for Nominations (Luque) | 49. Adjourn (Piuri) |
| 43. Vice Chair Members Activities report (Lesic) | 50. Lunch 13:30-14:30 |

Attendance

R8 Committee voting members present:

- | | |
|---|--|
| 1. Algeria Section Chair Kouzou Abdallah | 10. Denmark Section Chair Amjad Anvari-Moghaddam |
| 2. Austria Section Chair Werner Drexel | 11. Egypt Section Chair Ahmed Madian |
| 3. Bahrain Section Chair Adel Abdulla | 12. Estonia Section Chair Dmitri Vinnikov |
| 4. Benelux Section Chair Olexander Yarovy | 13. Finland Section Chair Mahdi Pourakbari |
| 5. Bosnia and Herzegovina Section Chair Branko Blanus | 14. France Section Chair Rene Garello |
| 6. Bulgaria Section Chair Valentina Markova | 15. Germany Section Chair Jan Haase |
| 7. Croatia Section Chair Ana Katalinic | 16. Ghana Section Representative Maxwell Addison |
| 8. Cyprus Section Chair Aikaterini Papanikolaou | 17. Greece Section Chair Antonios Kladas |
| 9. Czechoslovakia Section Representative Kristian Hengster-Movric | 18. Hungary Section Treasurer Aniko Szakal |
| | 19. Israel Section Chair Shmuel Auster |
| | 20. Italy Section Chair Gianfranco Chicco |

- | | |
|--|---|
| 21. Jordan Section Chair Mousa AL-Akhras | 39. Spain Section Chair Edgardo Castronuovo |
| 22. Kenya Section Chair Kithinji Muriungi | 40. Sweden Section Chair Andrei Gurto |
| 23. Kuwait Section Chair Abdullah Alqallaf | 41. Switzerland Section Chair Almedin Kavaz |
| 24. Latvia Section Vice-Chair Leonids Ribickis | 42. Tunisia Section Chair / Zone Representative Habib Kammoun |
| 25. Lebanon Section Secretary Mohamad Awad | 43. Turkey Section Chair Nizamettin Aydin |
| 26. Lithuania Section Chair Borisas Levitas | 44. Ukraine Section Chair Iryna Ivaseenko |
| 27. Malta Section Past-Chair Conrad Attard | 45. United Arab Emirates Section Chair Hussian Al Ahmad |
| 28. Mauritius Section Chair Robert Ah King | 46. United Kingdom and Ireland Section Chair Paul Cunningham |
| 29. Morocco Section Vice-Chair Zoubida Alaoui Mdaghri | 47. R8 Director Vincenzo Piuri |
| 30. North Macedonia Section Chair Anastas Mishev | 48. R8 Director-Elect Mike Hinchey |
| 31. Norway Section Chair Kiran Raja | 49. R8 Past Director Antonio Luque |
| 32. Oman Section Chair Ahmed Al Maashri | 50. R8 Secretary Ljupco Karadinov |
| 33. Poland Section Chair Marek Jasinski | 51. R8 Treasurer Adam Jastrzebski |
| 34. Portugal Section Chair Rodolfo Oliveira | 52. R8 Vice-Chair Member Activities Vinko Lesic |
| 35. Romania Section Chair Lucian Toma | 53. R8 Vice-Chair Student Activities Abdullateef Aliyu |
| 36. Serbia and Montenegro Section Chair Mladen Koprivica | 54. R8 Vice-Chair Technical Activities Marios Antoniou |
| 37. Slovenia Section Chair Joze Guna | |
| 38. South Africa Section Chair Udochukwu Bola Akuru | |

R8 Committee voting members absent:

- | | |
|---|--|
| 55. Belarus Section Chair VACANT | 62. Russia (Northwest) Section Chair Victor Sheludko |
| 56. Iceland Section Chair VACANT | 63. Russia (Siberia) Section Chair Roman Gorbunov |
| 57. Iran Section Chair Hossein Askarian Abyaneh | 64. Russia Section Chair Sergey Bankov |
| 58. Iraq Section Chair Abbas Sattar Bader Al-Maliki | 65. Uganda Section Chair VACANT |
| 59. Nigeria Section Chair Ifeyinwa Achumba | 66. Western Saudi Arabia Section Chair Abdullah BinLadin |
| 60. Saudi Arabia (East) Section Chair VACANT | 67. Zambia Section Chair Ariel Phiri |
| 61. Qatar Section Chair VACANT | |

R8 officers/volunteers present:

- | | |
|--------------------|---------------------------|
| 68. Isaac Adekanye | Africa Council Chair |
| 69. Dennis Mwigusa | Tanzania Subsection Chair |

Committees of R8 members present:

- | | | |
|-----------------------------|--------|---|
| 70. Magdalena Salazar Palma | Member | Strategic Planning Committee |
| 71. Peter Nagy | Member | Awards & Recognition Committee, R8 Director-Elect Candidate |
| 72. Andreas Koltes | Member | Finance Committee |
| 73. Pascal Lorenz | Member | Finance Committee |
| 74. Mohamed Neji | Member | Finance Committee |
| 75. Gheith Abandah | Chair | Diversity, Equity and Inclusion Committee |
| 76. Ana Madureira | Chair | Section Vitality & Development Committee |
| 77. Adeel Sultan | Chair | Publications & Communications Committee |
| 78. Mohammad Hossein Babae | Member | Publications & Communications Committee |
| 79. Fatma Zamil | Member | Publications & Communications Committee |
| 80. Maja Matijasevic | Member | Publications & Communications Committee |
| 81. Nick Wainwright | Member | Publications & Communications Committee |
| 82. Mariya Antyufeyeva | Chair | Membership Development Committee |
| 83. Sara Barros | Member | Membership Development Committee |
| 84. Mohab Mangoud | Member | Membership Development Committee |
| 85. Fairouz Fattoum | Member | Membership Development Committee |
| 86. Ines Inacio | Chair | Young Professionals Committee |
| 87. Ali Alfayly | Member | Young Professionals Committee |
| 88. Seif El Hajjem | Member | Young Professionals Committee |
| 89. Georgia Saridaki | Member | Young Professionals Committee |
| 90. Mistura Muibi-Tijani | Member | Young Professionals Committee |
| 91. Wadee HajAli | Member | Young Professionals Committee |
| 92. Barbara Vujkov | Member | Young Professionals Committee |

93. Wafa Ben Hmida	Chair	Women in Engineering Committee
94. Maria-Alexandra Paun	Member	Women in Engineering Committee
95. Ana Margarida Trigo	Member	Women in Engineering Committee
96. Efthymia Araviniti	Member	Women in Engineering Committee
97. Peter Magyar	Chair	Life Members Committee
98. Ayat Khaleel	Member	Entrepreneurship Committee
99. Theodoros Chatzinikolaou	Chair	Humanitarian Activities Committee
100. George Papadimitriou	Member	Humanitarian Activities Committee
101. Lucija Brezočnik	Member	Humanitarian Activities Committee
102. Omar Salameh	Member	Humanitarian Activities Committee
103. Martin Bastiaans	Chair	History Activities (HA) Committee
104. Tiziana Tambosso	Chair	Conference Coordination Committee
105. Anna Litvinenko	Chair	Chapter Coordination Committee
106. Filippo Sanfilippo	Member	Chapter Coordination Committee
107. Andrejs Romanovs	Chair	Professional and Educational Activities Committee
108. Dalius Navakasuskas	Member	Professional and Educational Activities Committee
109. Toni Mattila	Chair	Action for Industry Committee
110. John Matogo	Member	Action for Industry (Afi) Committee
111. Nihel ben Youssef	Member	Action for Industry Committee
112. Sohaib Qamar Sheikh	Member	Action for Industry Committee
113. Simay Akar	Past Chair	Student Activities Committee (SAC)
114. Vera Markovic	Chair	SAC - Contests, Awards and Recognitions AdHoc Committee
115. Khalidoun Taktak	Chair	SAC - Training and Leadership Support AdHoc Committee
116. Vildana Hrnjić	Chair	SAC - New Initiatives
117. Lee Crudgington	Member	SAC - Contests, Awards and Recognitions AdHoc Committee
118. Soula Vasiliki-Seie	Member	SAC - New Initiatives AdHoc Committee
119. George Michael	Chair	Electronic Communications Team
120. Maria Efthymiou	Member	Electronic Communications Team
121. Costas Stasopoulos	Chair	R8 Sections Congress Coordinator, IEEE Local Groups
122. Mohamed Amin	Chair	Careers AdHoc Committee
123. Mona Ghassemian	Chair	Standards coordination AdHoc Committee
124. Nadezhda Kunicina	Chair	Cross-section Technical Cooperation AdHoc Committee
125. Albert Lysko	Chair	Educational Infrastructures AdHoc Committee
126. Nadine Abbas	Chair	Alternate membership payments AdHoc Committee
127. Dusanka Boskovic	Chair	Senior Members Search AdHoc Committee, R8 Director-Elect Candidate
128. Maria Teresa Correia de Barros	Chair	Fellow Members Search AdHoc Committee
129. Claire Lajoie-Mazenc	Chair	IEEE Milestones Awareness AdHoc Committee

R8 guests and meeting presenters:

130. Thomas Coughlin	IEEE President & CEO
131. Andrew (Drew) Lowery	IEEE Region 2 Director
132. Eric Grigorian	IEEE Region 3 Director
133. Vickie Ozburn	IEEE Region 4 Director
134. Kathy Hayashi	IEEE Region 6 Director
135. Tom (Thamir) Murad	IEEE Region 7 Director
136. Cecilia Metra	IEEE Division V Director-Elect
137. Leila De Floriani	IEEE Division VIII Director
138. David Koehler	IEEE Ad Hoc Cmte Leadership Continuity and Efficiency
139. Clara Neppel	Senior Director, European Business Operations, IEEE Global Office in Europe

Others present:

140. Ramesh Ramadoss	Chair, IEEE Blockchain Technical Community
141. Kathleen Weeks	IEEE Senior Corporate Development Manager
142. Massimo Pellegrino	European Public Policy Program Manager, IEEE Technology Centre, Vienna
143. Eszter Lukacs	IEEE Technology Centre, Vienna
144. Joshua Horowitz	IEEE Technology Centre, Vienna
145. Hermann Brand	IEEE Technology Centre, Vienna
146. Irene Kitsara	IEEE Technology Centre, Vienna

147. Izzet Kale	Region 8 Director-Elect Candidate, UK&I Section Past-Chair
148. Ali Zolait	Bahrain Section additional representative
149. Jasim Saif	Bahrain Section additional representative
150. Ilja Galkins	Latvia Section additional representative
151. Eliana Silva	Portugal Section additional representative
152. Pedro Fonseca	Portugal Section additional representative
153. Grigore Stamatescu	Romania Section additional representative
154. Qinghua Wang	Sweden Section additional representative
155. Ilhem Kallel	Tunisia Section additional representative

Local organizing team:

156. Thomas Strasser	Austria Section Past Chair
157. Norbert Eidenberger	Austria Section Secretary
158. Simone Gahleitner	Local organizing team
159. Lukas Burrer	Local organizing team
160. Michael Wojak	Local organizing team
161. Ronja Stimmeder	Local organizing team

Meeting minutes

Day 1: Saturday, 2 March 2024

1. Procedural – Call to order and welcome (Piuri)

Vincenzo Piuri, Region 8 Director, calls the Committee to order at 09:00 h CET and opens the 122nd IEEE Region 8 Committee meeting.

2. Procedural – Housekeeping (Karadzinov)

Ljupco Karadzinov, Region 8 Secretary, presents the housekeeping rules, the meeting schedule and the social events.

3. Procedural – Roll call (Karadzinov)

Ljupco Karadzinov, Region 8 Secretary, takes a roll call of R8 Committee voting members and confirms there is a quorum of majority of the Section Chairs (46 out of 59) and also a total majority of all voting members (54 out of 67).

4. Motion – Approval of the agenda (Piuri)

Vincenzo Piuri, Region 8 Director, presents the proposed agenda. There is no discussion. The motion passes unanimously; the agenda is approved.

5. Motion – Approval of the consent agenda (Piuri)

Vincenzo Piuri, Region 8 Director, presents the items in the consent agenda:

<p>Motion 1: Approval of the minutes of the previous 121st IEEE Region 8 Committee meeting with appendixes</p> <p>Motion 2: Approval of the changes to the IEEE Region 8 Bylaws:</p> <ul style="list-style-type: none"> • Changes in R8-3.1.7.1 VICE CHAIR-MEMBER ACTIVITIES • PROPOSED ACTION: Resolved that the changes to the Region 8 Bylaws are approved as presented <ul style="list-style-type: none"> ○ Alignment of the name of the R8 Humanitarian Technology Activities Committee with the name of the IEEE Humanitarian Activities Board (HTB) ○ Putting R8 Entrepreneurship Committee under the coordination of the Vice Chair - Member Activities <p>Motion 3: Approval of the changes to the IEEE Region 8 Operations Manual:</p> <p>3.1. Changes in R8M-6.1.12 REGION 8 HUMANITARIAN TECHNOLOGY ACTIVITIES COMMITTEE</p> <ul style="list-style-type: none"> • PROPOSED ACTION: Resolved that the changes to the Region 8 Operations Manual related to Humanitarian Technology Activities Committee are approved as presented. <ul style="list-style-type: none"> ○ Change the name of the Humanitarian Activities Committee (HuAC) to Humanitarian Technology Activities (HTA) Committee and update its mission <p>3.2 Addition of R8M-6.1.19 REGION 8 SECTION VITALITY AND DEVELOPMENT COMMITTEE</p> <ul style="list-style-type: none"> • PROPOSED ACTION: Resolved that the changes to the Region 8 Operations Manual related to Section Vitality and Development Committee are approved as presented <ul style="list-style-type: none"> ○ Creates the R8 Section Vitality and Development Committee as a standing committee of R8

Motion 4: Approval of changes to the IEEE Region 8 Committees' Operations Manuals

4.1 Approval of the changes to the IEEE R8 Awards & Recognitions Committee Operations Manual

- PROPOSED ACTION: Resolved that the Region 8 Awards & Recognitions Committee (ARC) Operations Manual is approved as presented
 - Adapts the name of one award managed by the R8 Humanitarian Technology Activities Committee and updates its eligibility

4.2 Approval of the updated version of the R8 Conference Coordination Committee (CoCC) Operations Manual

- PROPOSED ACTION: Resolved that the R8 CoCC Operations Manual is hereby approved as presented
 - Modifications regarding: the scope of the R8 steering committee for the R8 flagship/portfolio conferences; definition of the role of the Section Conference Coordinators; AFRICON – inclusion of 20% FCS of the Africa Council; HISTELCON – updated as the new multi-regional conference; and modifications of the R8 benefits and requirements for flagship/portfolio conferences.

4.3 Approval of the changes to the IEEE R8 Humanitarian Technology Activities Committee Operations Manual

- PROPOSED ACTION: Resolved that the R8 Humanitarian Technology Activities Committee Operations Manual is approved as presented
 - Name change to Humanitarian Technology Activities (HTA) Committee and updates its mission and programs to align with IEEE's mission and activities in the area and current practices

Motion 5: Approval of the IEEE R8 flagship/portfolio conferences - R8 Conferences Coordination Committee motions

5.1 ENERGYCON 2026 – PROPOSED ACTION:

- Resolved that the organization of the 2026 edition of IEEE ENERGYCON is hereby approved as follows:
 - Title: IEEE ENERGYCON 2026
 - Dates: 27-29 October 2026
 - Venue: National Conservatory of Arts and Crafts (CNAM), Paris, France
 - General co-chairs: René Garello (IEEE France Section Chair), François Gerin (SEE President, France)
 - Number of participants: 150
 - Registration fee: US\$ 277-429 (reduced-regular)
 - Budget: US\$ 93,775 incomes, US\$ 74,921 expenses, US\$ 18,854 (25%) surplus
 - Region 8 share: 30% of the surplus (US\$ 5,656)

5.2 MELECON 2026 – PROPOSED ACTION:

- Resolved that the organization of the 2026 edition of IEEE MELECON is hereby approved as follows:
 - Title: IEEE MELECON 2026
 - Dates: 2-4 February, 2026
 - Venue: Egypt University of Informatics, New Cairo, Egypt
 - General co-chairs: Reem Bahgat (President, Egypt University of Informatics), Amr Adly (IEEE Fellow: President, Egypt Japan University for Science and Technology), Ahmed Madian (IEEE Egypt Section Chair, Nile University), Ahmed Hassan Yousef (IEEE Egypt Section past chair, Egypt University of Informatics)
 - Number of participants: 270
 - Registration fee: US\$ 270-380(reduced-regular)
 - Budget: US\$ 86,570 incomes, US\$ 71,480 expenses, US\$ 15,090 (21%) surplus
 - Region 8 share: 30% of the surplus (US\$ 4,527)

5.3 RTSI 2026 – PROPOSED ACTION:

- Resolved that the organization of the 2026 edition of IEEE RTSI is hereby approved as follows:
 - Title: IEEE RTSI 2026
 - Dates: 19-21 August, 2026
 - Venue: Aalto University, Espoo, Finland
 - General chair: Pourakbari Kasmaei Mahdi (Finland Section Chair)
 - Number of participants: 150
 - Registration fee: US\$ 350-450 (reduced-regular)
 - Budget: US\$ 87,250 incomes, US\$ 70,090 expenses, US\$ 17,160 (24,5%) surplus
 - Region 8 share: 50% of the surplus (US\$ 8,580)

The full texts of the motions and full texts with proposed changes of the IEEE R8 Bylaws, IEEE R8 Operations Manual and Committees' of R8 Operations Manuals are given as attachments in the appendixes of these minutes.

Kouzou Abdallah, Algeria Section Chair, raises a question about the provision in the IEEE R8 Operations Manual, part R8M-8: SECTIONS, that it can be good practice for the Committee to approve only those petitions where the growth potential of the petitioning Section is such that a membership of at least 250 voting members is a realistic future prospect; while a Section is IEEE operating unit constituted by a minimum of fifty (50) voting members. R8 Director Piuri, removes the motion “3.2 Addition of R8M-6.1.19 REGION 8 SECTION VITALITY AND DEVELOPMENT COMMITTEE” and the full texts of the IEEE R8 Operations Manual from the Consent Agenda and this motion to be discussed in the agenda point 48. New business.

The consent agenda is **approved unanimously** (without the removed motion “3.2 Addition of R8M-6.1.19 REGION 8 SECTION VITALITY AND DEVELOPMENT COMMITTEE”).

Vincenzo Piuri, Region 8 Director, presents the Obituaries for:

- Bruce B. Barrow, 1929-2023, USA, IRE Section Secretary/Treasurer in 1959 and the promoter of the petition for creating IRE Region 9 which became IEEE Region 8.
- Tunde Yusuff Salihu, 1963-2023, Nigeria, IEEE Nigeria Section Chair, 2006-2010.

6. Discussion – IEEE President address (Coughlin)

Tom Coughlin, 2024 IEEE President & CEO, presents his priorities for 2024, IEEE Board of Directors and other OU Activities in 2024, IEEE Strategic Plan Refresh Objectives and other IEEE President’s Remarks.

7. Discussion – IEEE Vice President for Member and Geographic Activities (Mathur/Luque)

Antonio Luque, 2024 IEEE Vice President-Elect MGA, on behalf of Deepak Mathur, 2024 IEEE Vice President MGA, presents the MGA strategic plan 2020-2025, 2024 MGA priority projects, activities and focuses in 2024. He emphasizes the good news of reaching a number of 460,709 members, which is an all-time record. The next IEEE Sections Congress 2026 will be in Glasgow, UK.

8. Discussion – IEEE-USA President (Moore)

Moore, IEEE-USA President, is absent and there is no presentation under this agenda point.

9. Discussion – IEEE Region 2 Director address (Lowery)

Drew Lowery, IEEE Region 2 Director, presents Region 2 statistics, 2024 priorities, and regional realignment update.

10. Discussion – IEEE Region 3 Director address (Grigorian)

Eric Grigorian, IEEE Region 3 Director, presents Region 3 statistics and activities.

11. Discussion – IEEE Region 4 Director address (Ozburn)

Vickie Ozburn, IEEE Region 4 Director, presents Region 4 statistics and best practices.

12. Discussion – IEEE Region 6 Director address (Hayashi)

Kathy Herring Hayashi, IEEE Region 6 Director, presents Region 6 overview and activities.

13. Discussion – IEEE Region 7 Director address (Murad)

Tom Murad, IEEE Region 7 Director, without PPT slides presents Region 6 overview.

14. Discussion – IEEE Division VIII Director address (De Floriani)

Leila De Floriani, IEEE Division VIII Director and 2020 IEEE Computer Society President, presents the IEEE Computer Society strategic plan outline, emerging technology funds and chapter incentive funding and grants.

15. Coffee Break [10:45–11:15]

16. Discussion – Director's report (Piuri)

Vincenzo Piuri, R8 Director, presents his reports with highlights on the Region 8 goals and areas of action, R8 Ad-Hoc Committees and implementation of the 2023 Section Congress recommendations in the Region.

17. Discussion – Director-Elect's report (Hinchey)

Mike Hinchey, IEEE Region 8 Director-Elect, reports on the activities of the R8 Committees of R8 under his coordination and events attended representing R8.

18. Discussion – Treasurer's report (Jastrzebski)

Adam Jastrzebski, R8 Treasurer, presents the Treasurer's and Financial Report including: summary of recent activities, Activities of the AdHoc Committee on Alternate Membership Payments, R8 Sections financial reporting 2023 and 2024, financial challenges in Region 8, Concur and NextGen R8 Budget coding structure, 2023 IEEE R8 Budget report revenue and expenses summary, R8 financial position end 2023 and as of 28/02/2024, R8 Budget financial position and assets history, recent trend (2018-2023) and forecast, operational surplus available for special new activities in 2024, and Budget 2024 proposal. Highlights from the presentation:

- An avalanche of last-minute end of year payments
- Working in IEEE AdHoc on NextGen Volunteer Adoption
- Ad Hoc Committee on Alternate Membership Payments has a main goal is to identify payment constraints across our Region and find alternative payment methods
- Financial Challenges in Region 8
 - There are 12 Sections/Subsections in Region 8 under OFAC (USA) restrictions, Concur not available
 - Many volunteers simply cannot afford or cannot use their own credit cards to buy their travel tickets
- 2023 IEEE R8 Budget Report Revenue and Expenses Summary:
 - Slightly larger Revenue than anticipated
 - Further expenditure of \$158,077 has already been committed to 2024 (accruals)
 - The end-of-year budget spending was 63%.
 - The committed budget spending was about 75% (in 2023 it was 72%)
 - There seem to be a repeating pattern of over-budgeting by the committees, who try to secure larger budgets just in case
- R8 Financial Position – Comments
 - The reduction in R8 activities due to COVID in 2020-21 resulted in the budget underspending and the increase of the Liquid Assets by \$918,497.
 - There has been no increased spending in 2022-23 to compensate for the previous two years of reduced activities. We still have not recovered from the COVID effects. The main reasons were unexpected events such as wars, travel visa restrictions, hyperinflation, and economic sanctions, which unfortunately affected Region 8 recently.
 - As the result, the R8 Actual Expenses were approximately equal to R8 Actual Annual Income and R8 Liquid Assets remained quite stable in the last three years.
- Budget 2024 Proposal Comments
 - Proposed budget update has been agreed by OpCom reflecting realistic expectations of actual expenses.
 - The overall budget is reduced but it is comfortably above the actual spending in 2022 and in 2023.
 - Request to MGA to use 50% + \$150,000 Operational Surplus in the Budget 2024 has been sent for approval. This is the same request as in 2023.

19. Motion – Treasurer's motions (Jastrzebski)

Adam Jastrzebski, R8 Treasurer, presents the 2024 R8 Budget motion.

Motion: Approval of the 2024 Region 8 budget

PROPOSED ACTION: Resolved that the 2024 Region 8 budget as presented shall be approved. This budget includes:

- A 2024 balanced Budget without material surplus or loss.
- 2024 budget expenses of \$ 1,162,414.
- 2024 budget income of \$ 1,162,414 consisting of: actual annual income and savings of \$696,044, accruals of \$158,077, and \$308,293 transfer from actual 2023 operating surplus.

The motion comes from the Fin Com and OpCom and doesn't need a second. The motion is approved unanimously.

20. Discussion – R8 Diversity, equity and inclusion (Abandah)

Gheith Abandah, R8 Diversity, Equity and Inclusion Committee (DEI) Chair, presents the R8 diversity and volunteer inclusion analysis and his committee plans.

21. Discussion – Section anniversary (Piuri)

Vincenzo Piuri, R8 Director, presents to the Jordan Section Chair Mousa AL-Akhras the 25th anniversary banner.

22. Discussion – Recognitions (Piuri)

No recognitions presented under this agenda point.

23. Procedural – Group photo (Karadzinov)

Group photo is taken at the stairs in front of the Lower Belvedere 1&2 meeting room, at 12:40 h CET.



24. Lunch [12:40-13:40]

25. Discussion – Vice Chair Technical Activities report (Antoniou)

Marios Antoniou, R8 Vice-Chair Technical Activities, presents the R8 technical activities highlights, progress and plans. Then he invites the Chairs of the Committees of R8 under his portfolio to present their respective activities:

1. Tiziana Tambosso, Conference Coordination Committee Chair
2. Anna Litvinenko, Chapter Coordination Committee Chair
3. Andrejs Romanovs, Professional and Educational Activities Committee Chair
4. Toni Mattila, Action for Industry Committee Chair

Vice Chair Antoniou invites the Chairs of the six AdHoc Committees under his portfolio to present the recent activities:

1. Mona Ghassemian, Standards Coordination AdHoc Committee Chair
2. Nadezhda Kunicina, Cross-Section Technical Cooperation AdHoc Committee Chair
3. Peter Nagy, Cooperation with IEEE S/TCs and National Associations AdHoc Committee Chair
4. Paul M Cunningham, Climate Change AdHoc Committee Chair
5. Albert Lysko, Educational Infrastructure AdHoc Committee Chair

26. Motion – Vice Chair Technical Activities motions (Antoniou)

Motions from the R8 Conferences Coordination Committee are included in the Consent Agenda, so there are no motions presented by the Vice Chair Antoniou at this agenda point.

27. Discussion – IEEE Future Directions - Metaverse initiative (Metra)

Cecilia Metra, IEEE Metaverse Initiative Co-Chair, presents the initiative mission and the goal to be an enabler for collaboration among IEEE constituencies on Metaverse's challenges and risks, as well as 2024 program plan and activities.

28. Discussion – IEEE Technology Center for Climate (Neppel)

Clara Neppel, Senior Director European Business Operations, IEEE Technology Center for Climate (ITCC) Lead, presents the ITCC aims, European Public Policy efforts related to climate change current projects, meetings, webinar series and plans.

29. Discussion – IEEE Ad Hoc Cmte Leadership Continuity and Efficiency (Koehler)

David Koehler, IEEE Ad Hoc Committee on Leadership Continuity and Efficiency Chair, presents the committee scope, activities and key deliverables.

30. Discussion – R8 Publications and communications (Sultan)

Adeel Sultan, R8 Publications & Communications Committee Chair, presents his activities, progress and plans. Then he invites the members of his Committee to present their respective activities:

1. Maja Matijasevic, Region 8 News Editor in Chief
2. Ftama Alzamel, Region 8 Today Editor in Chief
3. George Michael, R8 Electronic Communications Committee Chair
4. Nick Wainwright, R8 New Web AdHoc Committee Chair
5. Mohammad Hossein Babae, R8 Social Media Platforms AdHoc Committee Chair

31. Coffee Break [15:45–16:10]

32. Discussion – Breakout sessions for best practices and strategies (Piuri)

Vincenzo Piuri, Region 8 Director, gives introduction about the topics to be discussed in two breakout sessions and invites the meeting attendees to split into two equal groups.

- Break-out Session 1: Attracting and retaining members (all grades), Room Belvedere 1&2
 - Moderator R8 Past Director Antonio Luque
- Break-out Session 2: Supporting industries and industry members, Room Belvedere 3
 - Moderators R8 Director-Elect Mike Hinchey

33. Discussion – Reporting of breakout sessions (Piuri)

Antonio Luque, moderator of the break-out session 1: Attracting and retaining members (all grades), reports on the discussion conclusions and outcomes.

Mike Hinchey, moderator of the break-out session 2: Supporting industries and industry members, reports on the discussion conclusions and outcomes.

34. Discussion – R8 Section vitality and development (Madureira)

Ana Maria Madureira, R8 Section Vitality and Development Committee Chair, presents the committee objectives and the updated IEEE election procedures for Sections/Subsections, Chapters and Affinity Groups.

35. Discussion – IEEE Local Groups (Stasopoulos)

Costas Stasopoulos, Local Groups Working Group Chair, presents the key advantages, examples, benefits and latest developments in the IEEE local groups: 61 approved covering all geographic areas and more waiting to be approved.

36. Info – Adjourn of the Day 1

The meeting recesses at 17:35 h (CET)

Day 2: Sunday, 3 March 2024

37. Procedural – Call to order Day 2 (Piuri)

Vincenzo Piuri, Region 8 Director, calls the Committee to order at 09:05 h CET.

38. Discussion – Vice Chair Students Activities report (Aliyu)

Abdullateef Aliyu, R8 Vice-Chair Students Activities, presents the Student Activities Committee (SAC) goals, 2023 R8 student membership and student R8 OUs statistics, status of annual reporting and dissolved R8 SB in 2023, R8 2023 Cross Sectionals Congresses, R8 success in IEEEExtreme 17.0, and planned activities for 2024.

Ines Inacio, Young Professionals Committee Chair, gives details on the forthcoming 2024 SYP Congress in Grenoble, France, 15-19 July 2024.

Vice Chair Aliyu invites the Chairs of the AdHoc Committees under his portfolio to present the recent activities:

1. Kaldun TakTak, AdHoc on Training and Leadership Support Chair

2. Vera Markovic, AdHoc on Contests, Awards and Recognition Chair
Lee Crudgington, Awards coordinator & IEEEduino Student Contest Chair
 - Announcement of the IEEE Region 8 Student Awards Winners
 - Student Branch of the Year 2022
 - First Place: IEEE ESPRIT Student Branch - Tunisia Section
 - Second Place: National Institute of Applied Sciences & Technology (INSAT)- Tunisia Section
 - Third Place: Universidade do Porto Student Branch – Portugal Section
 - IEEE Larry K Wilson Award:
 - Iraqy Ali Iraqy, Benha University – Egypt Section
 - Outstanding Student Branch Website Award 2023:
 - First Place: IEEE National Technical University of Athens - Greece Section
 - Second Place: IEEE Technical University of Kenya Student Branch - Kenya Section
 - Third Place: IEEE University of Pavia Student Branch - Italy Section
3. Vildana Hrnjic, AdHoc on New Initiatives Chair
4. Abdullateef Aliyu, on behalf of Fay Elhassan, AdHoc Electronics Communications Chair

39. Motion – Vice Chair Students Activities motions (Aliyu)

No motions are presented by the Vice Chair Aliyu.

40. Info – Coffee Break [10:35-11:10]

41. Discussion – Call for Awards (Luque)

Antonio Luque, R8 Awards and Recognition Committee Chair, presents the IEEE, MGA and R8 awards and recognitions programs, IEEE joint awards with national societies, preparing a successful nomination, calls for nominations and the timeline for 2024 awards.

42. Discussion – Call for Nominations (Luque)

Antonio Luque, R8 Nominations and Appointments Committee Chair, presents the IEEE Election Activities in 2024 and the IEEE Electioneering Policies and Guidelines.

IEEE Elections 2024 (will be open from 15 August to 1 October 2023):

- 2025-2026 IEEE Region 8 Director-Elect election
 - Dusanka Boskovic
 - Izzet Kale
 - Peter Nagy
 - More candidates can be added by petition from membership. Deadline 15 April 2024
- 2025 IEEE President-Elect election
 - Mary Ellen Randall
 - John P. Verboncoeur
 - S. K. Ramesh
 - No candidates will be running by petition.

R8 2024 elections for the 2025-2026 R8 officers:

- R8 officer positions open for nominations:
 - Vice Chair, Member Activities (two-year commitment)
 - Vice Chair, Student Activities (two-year commitment)
 - Vice Chair, Technical Activities (two-year commitment)
 - Secretary (two-year commitment)
 - Treasurer (two-year commitment)
 - Zone Representative (two-year commitment)
- Election schedule and deadlines:
 - 5 March: first call to be distributed to members
 - 15 June: deadline for nominations
 - July 2024: N&A meeting to finalize the recommended slates
 - At least 28 days in advance of the Fall meeting: slate to be sent to R8 Committee
 - 15 days before the election date: candidates added by petition of at least 15 R8C voting members
 - Elections during the 123rd R8 Committee meeting

43. Discussion – Vice Chair Members Activities report (Lesic)

Vinko Lesic, R8 Vice-Chair Member Activities, presents the Membership Activities team, expenditure 2023 including R8 (\$90,847) and sponsors (\$175,601) funding, vTools reported events (YoY difference +39.31%), and membership summary: 82,607 members R8 end of Jan 2024; and 88,646 R8 members (485,912 IEEE) on 29 Feb 2024. Then he invites the Chairs of the Committees of R8 under his portfolio to present their respective activities:

1. Women in Engineering Committee, Chair Wafa Ben Hmida
2. Humanitarian Activities Committee, Chair Theodoros Chatzinikolaou
3. Young Professionals Committee, Chair Ana Ines Inacio
4. Membership Development Committee, Chair Mariya Antyufeyeva
5. History Activities Committee, Chair Martin Bastiaans
6. Life Members Committee, Chair Peter Magyar
7. Entrepreneurship Committee, Ayat Khaleel (Amr), member, on behalf of the Chair Rawane El Jamal
8. Careers New Initiative AdHoc Committee, Chair Mohamed Amin
9. EPICS in IEEE AdHoc Committee, Zoubida Alaoui Mdaghri, member, on behalf of the Chair Samarth Deo
10. Territories in Crisis AdHoc Committee, Chair Almedin Kavaz
11. IEEE Milestones Awareness AdHoc Committee, Chair Claire Lajoie-Mazenc
12. Senior Member Search AdHoc Committee, Chair Dusanka Boskovic
13. Fellow Members Search AdHoc Committee, Chair Maria Teresa Correia de Barros

44. Motion – Vice Chair Members Activities motions (Lesic)

No motions are presented by the Vice Chair Lesic.

45. Discussion – Region realignment: Zone Representative (Luque)

Antonio Luque, R8 Past Director, presents the background information on the IEEE Regions realignment process, definition of the R8 Zone Representative (ZR) position and functions in the MGA Operations Manual, the previous R8 committees to make the ZR voting member of the R8 Committee and ex-officio member of some committees of R8. Then he explains that the topic of the discussion today is whether ZR should be a member of R8 OpCom. After extensive discussion the R8 Committee expresses the following opinion and conclusions:

- The R8 Zone Representative shall be included as a member of the R8 OpCom
- A motion on this matter cannot be voted today as changing the R8 Bylaws requires distribution of such motion to voting members at least 28 days in advance
- Antonio Luque, R8 Past Director, will prepare all necessary motions for changing the R8 governing documents (R8 Bylaws and R8 Operations Manual) for the next R8 Committee meeting

46. Procedural – Next meeting (Piuri)

Vincenzo Piuri, Region 8 Director announces that the next 123rd R8 Committee meeting will be held on Saturday-Sunday, 19-20 October 2024, at the Renaissance Bordeaux Hotel, Bordeaux, France.

47. Procedural – Old business (Piuri)

No issues reported under this agenda point.

48. Procedural – New business (Piuri)

1) Motion from the Africa Council: Isaac Adekanye, Africa Council Chair, presents a motion from the Africa Council for reduction of the IEEE eMembership dues proportionally to the country's Gross National Income (GNI). He explains the traditional membership dues and existing discounts, the current and alternate model of IEEE eMembership dues, why such a change is needed, as well as an example of the proposed alternate model of IEEE eMembership Dues:

- Professional eMembership: 1% of the GNI (e.g. \$40 for a country with GNI \$4,000 - \$5,000)
- Students: 1/3 of the professional eMembership (e.g. \$13.33 USD for a country with GNI \$4,000 - \$5,000)

Motion: Recommendation to MGA to reduce IEEE e-membership dues for African countries

PROPOSED ACTION: The IEEE Africa Council requests the IEEE Region 8 to endorse motion for the IEEE Board of Directors to reduce the IEEE eMembership dues, to become proportional to the country's Gross National Income (GNI).

The motion is seconded, discussion follows explaining its scope is to all low GNI countries, not only Africa, voting follows. The motion **passes unanimously**. Region 8 Director Piuri will bring the motion to the MGA for analysis and further action.

2) HISTELCON 2027: Vincenzo Piuri, Region 8 Director, and Tom Murad, IEEE Region 7 Director, announce the agreed cooperation between the two Regions to organize the next HISTELCON 2027 in Region 7 (Ottawa, Canada).

3) Motion: Changes to the Region 8 Operations Manual related to Section Vitality and Development Committee

Vincenzo Piuri, Region 8 Director, opens discussion on this motion that was removed from the consent agenda.

Motion 3: Approval of the changes to the IEEE Region 8 Operations Manual:
 3.2 Addition of R8M-6.1.19 REGION 8 SECTION VITALITY AND DEVELOPMENT COMMITTEE

- PROPOSED ACTION: Resolved that the changes to the Region 8 Operations Manual related to Section Vitality and Development Committee are approved as presented
 - Creates the R8 Section Vitality and Development Committee as a standing committee of R8

Discussion follows on changing the number of required at least 250 voting members for a petitioning Section, while a Section is constituted by a minimum of fifty (50) voting members. R8 Director Piuri, explains that the number of 250 is a recommendation only and the OpCom looks at the activities not only member numbers. Any change to the numbers in the R8 governing documents requires distribution of such a motion to voting members at least 28 days in advance, so additional formal motion on this matter cannot be voted on today. Director Piuri proposes to work with the R8 OpCom on how to reconsider and improve the presentation of the criteria by implementing more clear wording according to common sense. The motion 3.2 is voted and **approved unanimously**.

4) Breakdown sessions: Director Piuri informs that the reports will be posted in the agenda tool the next couple of weeks.

5) Hosting the next meeting: Director Piuri invites Section Chairs who want to host the next 124th R8 Committee Meeting in spring 2025 to send email to him and the R8 Secretary Karadzinov.

49. Procedural – Adjourn (Piuri)

Vincenzo Piuri, Region 8 Director, invites all participants to join him in the middle of the meeting room forming a circle around a basket of flowers and gives a closing and thank-you speech, comparing the work we did with planting the good seeds that now need to be nurtured and given care to flourish, like are our actions that need to follow this meeting.

The meeting adjourns at 14:08 h (CET).

50. Info – Lunch (14:10)

Respectfully submitted,
Ljupco Karadzinov, IEEE R8 Secretary

Appendixes:

Agenda point 5. Approval of the consent agenda	page
Motion 2: Approval of the changes to the IEEE Region 8 Bylaws	13
IEEE R8 BYLAWS full text with proposed changes.pdf	15
Motion 3: Approval of the changes to the IEEE Region 8 Operations Manual	
3.1. Changes in R8M-6.1.12 REGION 8 HUMANITARIAN TECHNOLOGY ACTIVITIES COMMITTEE	20
3.2 Addition of R8M-6.1.19 REGION 8 SECTION VITALITY AND DEVELOPMENT COMMITTEE	22
IEEE R8 OPERATIONS MANUAL full text with proposed changes.pdf	24
Motion 4: Approval of changes to the IEEE Region 8 Committees' Operations Manuals	
4.1 Approval of the changes to the IEEE R8 Awards & Recognitions Committee Operations Manual	36
4.2 Approval of the updated version of the R8 Conference Coordination Committee (CoCC) Operations Manual ..	38
CoCC Operations Manual full text.pdf	39
4.3 Approval of the changes to the IEEE R8 Humanitarian Technology Activities Committee Operations Manual....	46
R8 HTAC Operations Manual full text.pdf	47
Motion 5: Approval of the IEEE R8 flagship/portfolio conferences - R8 Conferences Coordination Committee motions	
5.1 ENERGYCON 2026	53
5.2 MELECON 2026	55
5.3 RTSI 2026	57
 Agenda point 19. Treasurer's motions	
Motion: Approval of the 2024 Region 8 budget.....	59
 Agenda point 48. New business	
Motion: Recommendation to MGA to reduce IEEE e-membership dues for African countries.....	61

ACTION

M- 1 of 2

TO: IEEE Region 8 Committee – Spring 2024
FROM: Region 8 Operating Committee
SUBJECT: Approval of changes to IEEE Region 8 Bylaws

EXECUTIVE SUMMARY

The IEEE Humanitarian Activities Board (HTB) was created by the IEEE Board of Directors in November 2022, replacing the IEEE Humanitarian Activities Committee. The new name, among other aspects, highlights the technology component of all humanitarian activities carried out in IEEE. The proposed change aligns names used in Region 8 with those used at IEEE level.

The Region 8 Committee approved the formation of the Region 8 Entrepreneurship Committee in October 2022. The proposed change puts Entrepreneurship activities under the coordination of the Vice Chair - Member Activities.

These changes in Bylaws have been endorsed by the Region OpCom in January 2024.

PROPOSED ACTION

Resolved that the changes to the Region 8 Bylaws are approved as presented.

Additions

Deletions

R8-3.1.7.1 VICE CHAIR-MEMBER ACTIVITIES

The Vice Chair - Member Activities shall be responsible for planning, leadership, and guidance for member activities.

The Vice Chair - Member Activities shall be the focal point for the following activities in Region 8:

- Membership Development
- Affinity Group Activities (Young Professionals, Life Members, Women in Engineering, ,etc.)
 - Humanitarian Technology Activities
 - History Activities
 - Entrepreneurship

ACTION

M- 2 of 2

Strategic Goal(s) Supported

- Enhancing and supporting the IEEE Organizational Units and their activities within Region 8.

Financial Implications

- None.

Pros and/or Cons

- PROS: Aligns naming with IEEE. Includes activities already taking place.
- CONS: None.

Implementation

- The change reflects current operation and does not need implementation.

IEEE REGION 8 BYLAWS

As approved at the

122nd~~121st~~ meeting of the Region 8 Committee on 3 March 2025 in Vienna, Austria, ~~11 August 2023 in Ottawa, ON, Canada~~, and by the MGA Board ~~on 18 November 2023 in Washington, DC~~.

IEEE REGION 8 BYLAWS

R8-1 THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS, INC.

IEEE Region 8 is a Geographic Organizational Unit of IEEE.

R8-1.1 IEEE INCORPORATION

IEEE is incorporated under the New York State Not-for-Profit Corporation Law. The text of that law changes from time to time; the IEEE Executive Director should be consulted prior to taking any action which relates to that law.

R8-1.2 GOVERNANCE

The regulations by which IEEE, the Member and Geographic Activities Board (MGA Board) and Region 8 are governed are embodied in several documents. The IEEE Certificate of Incorporation and Constitution, which can be approved and amended only by the voting members of the Institute, contain IEEE's fundamental objectives, organization, and procedures. Implementation of the provisions of the Constitution and Certificate of Incorporation, in specific organizational structures and procedures, is entrusted to the IEEE Bylaws, which are approved and amended by the IEEE Board of Directors (BoD). The Region 8 Bylaws provide more detailed statements of specific policies, objectives and procedures than are appropriate for inclusion in the Constitution, IEEE Certificate of Incorporation and IEEE Bylaws, and specifically relate to the geographical, educational and scientific activities in the Institute. The Region 8 Bylaws are published herewith. They are approved and amended by the Region 8 Committee.

The precedence of these documents should be remembered by all those engaged in IEEE management duties. The Region 8 Bylaws must not be in conflict with the Constitution, and must conform to the provisions of the Constitution, IEEE Articles of Incorporation and the IEEE Bylaws. If, having consulted these documents, questions of procedure or interpretation remain, inquiries should be made to the IEEE Executive Director or designee.

R8-2 NAME

The name of the Region is the IEEE Region 8.

R8-2.1 BOUNDARIES

Region 8 shall consist of Africa, Europe, Russia, Greenland and all Asian countries West of Pakistan, North and West of Afghanistan and North of Mongolia and China.

The boundaries may not be changed without the agreement of the Region 8 Committee and the approval of MGA Board.

R8-2.2 BYLAWS

The Bylaws as here laid down shall be established to govern the operations and administration of the Region.

R8-2.2.1 BYLAWS REVISIONS

Proposed changes to the Bylaws of Region 8 and the reasons therefore shall be distributed to all voting members of the Region 8 Committee at least twenty-eight days (28) before the stipulated Region 8 meeting. Two-thirds of all votes cast by the members at the meeting shall be required to recommend a new Region 8 Bylaw or to amend or revoke any existing Region 8 Bylaw, but shall not be

effective until approved by MGA Board.

R8-2.3 OPERATIONS MANUAL

Except as otherwise set forth in these Region 8 Bylaws, the composition, membership requirements, reporting structure and financial and administrative considerations for each Region 8 Operational Unit shall be included in a Region 8 Operations Manual.

R8-2.3.1 OPERATIONS MANUAL REVISIONS

Proposed changes to the Region 8 Operations Manual and the reasons therefore shall be distributed to all voting members of the Region 8 Committee at least twenty-eight (28) days before the stipulated Region 8 meeting. A majority of the votes cast by the members present at the meeting shall be required.

R8-3 COMMITTEE MEMBERSHIP

The Region 8 Committee shall consist of the following voting members:

- Director
- Director-Elect
- Past Director
- Treasurer
- Secretary
- Vice Chair - Member Activities
- Vice Chair - Student Activities
- Vice Chair - Technical Activities
- The Region 8 Section Chairs

Chairs of Committees of Region 8 and Coordinators as defined in the Region 8 Operations Manual are non-voting members of the Region 8 Committee. Other members may be appointed by the Director without voting privileges.

R8-3.1 OFFICERS

The Officers of Region 8 shall be:

- Director
- Director-Elect
- Past Director
- Treasurer
- Secretary
- Vice Chair - Member Activities
- Vice Chair - Student Activities
- Vice Chair - Technical Activities.

R8-3.1.1 OPERATING COMMITTEE (OPCOM)

The Region 8 Officers constitute the Region 8 Operating Committee (OpCom). Persons holding more than one office in the Region 8 OpCom shall also be limited to one vote in the Region 8 OpCom.

R8-3.1.2 DIRECTOR-ELECT

The Director-Elect shall be elected, for a two-year term, during the even numbered years; and shall assume office on the following 1st January. The Director-Elect shall be elected as a part of the annual IEEE elections and shall be elected from a slate of no less than two or more than three nominees in accordance with MGA guidelines for the election of Directors-Elect. The petition process defined by IEEE

Bylaws for Director-Elect shall apply. At the end of his/her two-year term the Director-Elect shall automatically become Region Director for a two year term, without further election.

The Director-Elect shall be the focal point for the following activities in Region 8:

- Publications and Communications.
- Section Vitality and Development.

Additional responsibilities may be assigned by the Region 8 Director.

R8-3.1.3 DIRECTOR

The Region 8 Director shall be the Chair of the Region 8 Committee.

The Chair of the Region 8 Committee shall serve as member of the Member and Geographic Activities Board and as a member of the IEEE Board of Directors.

R8-3.1.4 PAST DIRECTOR

On the expiration of his/her Director's term, the Director shall serve on the Region 8 Committee as Past Director for a two-year term.

The Past Director shall be the focal point for the following activities in Region 8:

- Nominations and Appointments
- Strategic Planning
- Awards and Recognition
- Questions concerning R8 Bylaws and R8 Operations Manual
- Human Resources Development and Training

Additional responsibilities may be assigned by the Region 8 Director.

R8-3.1.5 SECRETARY

The Region 8 Nominations and Appointments Committee, after consultation with the Director-Elect, submits to the Region 8 Committee candidate(s) for the election of the Region 8 Secretary to follow. The term of office for the Secretary shall be for two years. The Secretary shall be eligible to be re-elected.

The Region 8 Secretary shall be the chief administrative officer of the Region 8 Committee and will coordinate electronic communications internal to the Region 8 Committee.

R8-3.1.6 TREASURER

The Region 8 Nominations and Appointments Committee, after consultation with the Director-Elect, submits to the Region 8 Committee candidate(s) for the election of the Region 8 Treasurer to follow. The term of office for the Treasurer shall be for two years. The Treasurer shall be eligible to be re-elected.

The Region 8 Treasurer shall be the chief financial officer of the Region 8 Committee and will chair the Finance Committee.

R8-3.1.7 VICE CHAIRS

The Region 8 Vice Chairs shall be elected by the Region 8 Committee from nominations provided by the Region 8 Nominations and Appointments Committee.

Their term of office shall be for two years. They cannot be reelected for a second consecutive term for the same position.

Vice Chairs shall fulfill the responsibilities as defined herein and report to Region 8 on the activities of Committees which report to them.

R8-3.1.7.1 VICE CHAIR-MEMBER ACTIVITIES

The Vice Chair - Member Activities shall be responsible for planning, leadership, and guidance for member activities.

The Vice Chair - Member Activities shall be the focal point for the following activities in Region 8:

- Membership Development
- Affinity Group Activities (Young Professionals, Life Members, Women in Engineering, ,etc.)
- Humanitarian [Technology](#) Activities
- [History](#) Activities
- [Entrepreneurship](#)

R8-3.1.7.2 VICE CHAIR-STUDENT ACTIVITIES

The Vice Chair - Student Activities shall be responsible for planning, leadership, and guidance for student activities.

The Vice Chair - Student Activities shall be the focal point for the following activities in Region 8:

- Student Contests and Awards
- Student Branch and Student Branch Chapter Coordination
- Student Publications
- Student Programs and Activities

R8-3.1.7.3 VICE CHAIR-TECHNICAL ACTIVITIES

The Vice Chair - Technical Activities shall coordinate the technical activities of Region 8 and interface to the Technical Activities of IEEE as well as corresponding functions in the MGA Board.

The Vice Chair - Technical Activities shall be the focal point for the following activities in Region 8:

- Chapter Coordination
- Conference Coordination
- Professional and Educational Activities
- Action for Industry
- Standards

R8-3.1.8 ZONE REPRESENTATIVE

The Region 8 Zone Representative to the MGA Board shall be elected by the Region 8 Committee from nominations provided by the Region 8 Nominations and Appointments Committee.

Their term of office shall be for two years. They cannot be reelected for a second consecutive term for the same position.

The qualifications for Zone Representative and functions of the role are identified in Section 2.7 of MGA Operations Manual

The Zone Representative shall serve as a member of the Member and Geographic Activities Board.

R8-3.2 LIAISONS

Region 8 shall provide for liaison members to serve on other IEEE Boards or Committees, or maintain active liaison by other means deemed appropriate by the respective Chairs of these Boards.

R8-3.3 REGION 8 COMMITTEE MEETINGS

The number of regular meetings of Region 8 during the year normally shall be two, and not less than once a year.

Meetings of the Committee may be held anywhere within the boundaries of the Region, or elsewhere with the authorization of MGA Board.

Once scheduled, a meeting date or location may be altered or canceled only for sufficient cause

Unless in executive session, meetings of the Region 8 Committee, Region 8 OpCom, and Committees of Region 8 shall be open to all members of IEEE.

R8-3.3.1 CHAIR

In the absence of the Director, the Past-Director, the previous Past-Directors, the Director-Elect, or the Vice Chairs, and in that order of priority, shall chair the Committee. If none is present, the Committee shall elect a Chair from among those present.

R8-3.3.2 QUORUM

A quorum shall consist of a majority of the Region 8 Committee voting members or their alternates as defined in R8-3.3.5 and shall include representatives from not less than half the Sections in the Region.

R8-3.3.3 SPECIAL MEETINGS

Special meetings of the Region 8 Committee may be called by the Region 8 Director or by one-third of the Region 8 Committee voting members on notice to all other Region 8 Committee members. Notice of such special meetings, giving the time and place of the meeting, the purpose of the meeting and the names of the Region 8 Committee voting members calling the meeting, shall be distributed to all Region 8 Committee members not less than twenty-eight (28) days before the date set for the special meeting.

R8-3.3.4 MEETINGS WITHOUT NOTICE

A Region 8 Committee meeting may be held without notice if waivers of notice signed by all Region 8 Committee voting members are filed with the Secretary, with notation thereof entered in the minutes of the meeting.

R8-3.3.5 VOTING PRIVILEGES

A Section Chair who is unable to attend a meeting of the Region 8 Committee may appoint an alternate with power to vote.

Persons holding more than one office in Region 8 bodies shall be limited to one vote in the Committees on which they serve.

R8-3.3.6 ROBERT'S RULES OF ORDER

Meetings of the Region 8 Committee, the Region 8 OpCom, and Committees of Region 8 shall generally be conducted in accordance with Robert's Rules of Order (latest version).

R8-3.3.7 MEETINGS IN EXECUTIVE SESSION

Meetings of the Region 8 Committee, the Region 8 OpCom, and Committees of Region 8 shall be in executive session when such meetings pertain to the elections process and involve discussions of the qualifications of individual members, and in situations where confidential matters related to individuals are being discussed.

R8-3.3.8 LANGUAGE

The proceedings of the Region 8 Committee, and all the documents connected with Region 8 Committee Meetings, shall be in English.

R8-3.3.9 MEMBER ELIGIBILITY REQUIREMENTS

To be eligible to serve on the Region 8 OpCom or Chair of any Committee of Region 8 the member must be a voting member of IEEE.

Requirements for other positions may be specified in the R8 Operations Manual.

R8-3.3.10 ACTIONS WITHOUT MEETING

Unless otherwise provided in the Certificate of Incorporation or Constitution, or the IEEE Bylaws, or the Not-for-Profit Corporation Law of the State of New York, any action required or permitted to be taken by the Region 8 Committee, the Region 8 OpCom or a Committee of Region 8 may be taken without a meeting if all members of the Region 8 Committee, Region 8 OpCom, or Committee of Region 8, as the case may be, vote unanimously on the action, with the vote to be promptly confirmed in writing. The written confirmation shall be filed with the minutes of the proceedings of the Region 8 Committee, Region 8 OpCom, or Committee of Region 8.

R8-3.3.11 MEETINGS BY TELECOMMUNICATIONS

Any one or more members of the Region 8 Committee, Region 8 OpCom or a Committee of Region 8 may participate in a meeting of Region 8 Committee, Region 8 OpCom or a Committee of Region 8, as the case may be, by means of a conference telephone or similar communications equipment allowing all persons participating in the meeting to hear each other. The normal voting requirements shall apply when action is taken by means of conference telephone or similar communications equipment allowing all persons participating in the meeting to hear each other. Minutes of such Region 8 Committee, Region 8 OpCom or Committee of Region 8 meetings shall be distributed to all members.

R8-3.3.12 NOTICE OF MEETINGS

Notices of meetings and any other documents required to be sent to Region 8 Committee members shall be sent not less than twenty-eight (28) days before the date of the next meeting or may be

published in an appropriate and accessible manner on an IEEE-controlled website. Where confidentiality is needed, the documents may be protected by a password notified to or chosen by the intended recipients(s).

R8-3.4 COMMITTEES OF REGION 8

Committees of Region 8 are defined in the R8 Operations Manual.

R8-3.5 SECTIONS

A Section shall be the basic operating unit of IEEE. A Section shall be established with the approval of the Region 8 Committee by petition of those who live/work in relatively close proximity.

Details about the formation, activities and operation are defined in the R8 Operations Manual.

R8-3.6 SUBSECTIONS

A Subsection shall be a part of a Section or Region, and established with the approval of the Region 8 Committee by petition of those who live/work in relatively close proximity. Financial resources required for the operation of the Subsection are the responsibility of the Geographic Unit (Region or Section) creating the Subsection.

Details about the formation, activities and operation are defined in the R8 Operations Manual.

R8-3.7 CHAPTERS, STUDENT BRANCHES, STUDENT BRANCH CHAPTERS AND AFFINITY GROUPS

Details about the formation, activities and operation of these Organizational Units are defined in the R8 Operations Manual.

ACTION

M- 1 of 2

TO: IEEE Region 8 Committee – Spring 2024

FROM: Region 8 Operating Committee

SUBJECT: Approval of changes to IEEE Region 8 Operations Manual regarding Humanitarian Technology Activities (formerly Humanitarian Activities) Committee

EXECUTIVE SUMMARY

The proposed modifications to the R8 Operations Manual change the name of the Humanitarian Activities Committee (HuAC) to Humanitarian Technology Activities (HTA) Committee and update its mission to align with IEEE’s mission and activities in the area.

The proposed change has been endorsed by the Region OpCom in January 2024.

PROPOSED ACTION

Resolved that the changes to the Region 8 Operations Manual related to Humanitarian Technology Activities Committee are approved as presented.

Additions

Deletions

R8M-6.1.12 REGION 8 HUMANITARIAN TECHNOLOGY ACTIVITIES (HTA ~~HuAC~~) COMMITTEE

R8M-6.1.12.1 MISSION

To ~~support~~ inspire and empower the IEEE volunteers in the Region carrying out ~~and/or~~ supporting impactful humanitarian technology and sustainable development activities at the local level.

R8M-6.1.12.2 COMPOSITION

The Region 8 Humanitarian Technology Activities (HTA~~HuAC~~) Committee is appointed by the Vice Chair - Member Activities from recommendations by the Region 8 OpCom as well as recommendations by the Region 8 N&A Committee.

R8M-6.1.12.3 STATEMENT OF AUTHORITY

1. Development of programs enabling volunteer engagement in humanitarian technology activities
2. Review and evaluation of the overall effectiveness of programs.
3. Recommending best practices as they relate to programs and projects
4. Evaluation of funding proposals for projects to be carried out at the local level
5. Establishment of partnerships with other entities sharing similar goals with respect to humanitarian efforts.

Strategic Goal(s) Supported

- Enhancing and supporting the IEEE Organizational Units and their activities within Region 8.

Financial Implications

- None.

Pros and/or Cons

- PROS:
 - Proposed name is more descriptive and better depicts the Committee's mission.
 - Previous name was confusing as it was believed to cover humanitarian and philanthropic activities that are not part of the Committee's mission (e.g. collecting money, clothes, etc.).
 - The addition of "Technology" in the name follows IEEE Humanitarian Technology Board (HTB) naming.
 - Keeping "Activities" in the name highlights the focus of the Committee both on technical aspects and on professional development among other topics.
- CONS:
 - Need to properly introduce the new name to the relevant audience to avoid confusions.

Implementation

- Changes will be effective upon approval.

ACTION

M- 1 of 2

TO: IEEE Region 8 Committee – Spring 2024

FROM: Region 8 Operating Committee

SUBJECT: Approval of changes to IEEE Region 8 Operations Manual creating SVD standing committee

EXECUTIVE SUMMARY

The proposed change to the R8 Operations Manual creates the Region 8 Section Vitality and Development Committee as a standing committee of the Region. The Committee has been operating as an AdHoc committee for several years now.

The proposed change has been endorsed by the Region OpCom in November 2023.

PROPOSED ACTION

Resolved that the changes to the Region 8 Operations Manual related to Section Vitality and Development Committee are approved as presented.

Additions

Deletions

R8M-6.1.19 REGION 8 SECTION VITALITY AND DEVELOPMENT COMMITTEE

R8M-6.1.19.1 MISSION

The mission of the Section Vitality and Development Committee (SVD) mission is to have vital Sections and Subsections in Region 8 serving their members. The Committee supports Sections and Subsections in the Region regarding their vitality and also evaluates proposals of formation of new Sections and Subsections and submits recommendations to the Region 8 Committee.

R8M-6.1.19.2 COMPOSITION

The Region 8 Section Vitality and Development Committee is appointed by the Director from recommendations by the Region 8 OpCom as well as recommendations by the Region 8 N&A Committee. The Chair of the SVD Committee shall become the Region Vitality Coordinator.

R8M-6.1.19.3 STATEMENT OF AUTHORITY

The Region 8 Section Vitality and Development Committee shall:

- Monitor Sections vitality in Region 8 assisting sections in the elections and annual reporting.
- Monitor Subsections vitality in Region 8 assisting sections in the elections and annual reporting.
- Oversee formation of new Subsections and Sections in Region 8.
- Organize SVD meetings with subsection volunteers to help them grow.
- Organize periodical regional meeting for Sections and Subsections in Region 8 to

understand their challenges and report to the Region 8 OpCom and Region 8 Committee.

In coordination with the Region Treasurer, the SVD Committee assists Sections and Subsections in their annual reporting with the goal to be eligible for the annual rebate.

The formation of a new Section or a Subsection needs to be first assessed by Region 8 SVD Committee before submitting a formal petition through the online petition system. The SVD Committee will work with the organizers in order for the proposal to be ready for submission and will recommend on the feasibility of the formation.

Strategic Goal(s) Supported

- Enhancing and supporting the IEEE Organizational Units and their activities within Region 8.

Financial Implications

- Potential increase in travel to R8 Committee meetings.

Pros and/or Cons

- PROS: Aligns with current standing practice.
- CONS: Increase in size of R8 Committee.

Implementation

- Committee will be effective 1 January 2025.

IEEE REGION 8 OPERATIONS MANUAL

R8M-1 STATUS OF THIS DOCUMENT

This Operations Manual is a “living document” which describes the traditions, customs, practices and policies of the Region 8 Committee, and supplements the information in the MGA Operations Manual and the R8 Bylaws. The status of those and other documents are described in the R8 Bylaws (R8-1.2 GOVERNANCE). In the case that the R8 Bylaws and this document are not in agreement on any issue, the Bylaws take precedence.

Revisions to this document must be approved by the Region 8 Committee, by the procedure described in the R8 Bylaws (R8-2.3.1 OPERATIONS MANUAL REVISIONS).

R8M-2 VISION AND MISSION

The Vision of Region 8 is:

- IEEE Region 8 is an effectively organized, dynamic and influential entity, recognized as a leading and esteemed part of a truly transnational IEEE with benefits equally available to all members.

The Mission of Region 8 is:

To serve the needs of the members of the Institute, the profession, and Society at large, by enhancing and supporting the IEEE Organizational Units and their activities within Region 8.

To this end Region 8

- Provides a platform for co-ordination, motivation and interaction among R8 entities
- Provides a link between the Region and other IEEE entities
- Works to achieve smooth and effective operation in different countries, recognizes cultural differences, and effectively co-operates with National Societies and other organizations
- Expands IEEE presence and activities to new areas in R8
- Promotes the transnational nature of IEEE within the Region and the Institute

This vision and mission were approved by the R8 Committee at the 78th meeting of the R8 Committee in Budapest in April 2002.

R8M-3 REGION 8 COMMITTEE

The constitution of the R8 Committee is described in the R8 Bylaws (R8-3 COMMITTEE MEMBERSHIP)

R8M-4 REGION 8 COMMITTEE OFFICERS

The Region 8 Committee Officers form the Region 8 OpCom, and comprise the Director, Director-Elect, Past Director, Secretary, Treasurer and the three Vice Chairs for Member Activities, Student Activities and Technical Activities.

R8M-4.1 REGION 8 DIRECTOR

In addition to serving on the IEEE Board of Directors and chairing the R8 Committee, the Region 8 Director represents the

membership of Region 8 in the IEEE Assembly (Section I-400 of the IEEE Bylaws) as a voting delegate.

In addition, the Region 8 Director is a voting member of the Member and Geographic Activities Board (MGAB) and a voting delegate of the MGA Assembly.

The Region 8 Director is encouraged to actively participate in MGAB and its standing committees and encouraged while Director-Elect to volunteer to serve on committees of the Board outside of MGAB, in order to gain a broader perspective of IEEE.

The time commitment is estimated as 34 to 61 days per year, excluding travel-time to meetings (from IEEE N&A Committee Guidelines)

R8M-4.2 REGION 8 DIRECTOR-ELECT

The election process for Director-Elect is described in the R8 Bylaws (Clause R8-301.2) and the MGA Operations Manual (Section 9).

Candidates for election to this office can be expected to have had extensive experience as a volunteer in IEEE, typically holding an office in the R8 Committee, or chairing a Committee of R8, and will have served as a Section Chair or senior Section Officer. Experience in the management level of an IEEE Society, providing some familiarity with the Technical Activities Board, would also be usual.

R8M-4.3 REGION 8 PAST DIRECTOR

The Past Director has some specific duties (chairing the R8 Nominations and Appointments and the R8 Strategic Planning Committees) and usually has responsibility for some other committees, and also can be expected to represent Region 8 or the Region 8 Director at some events which the Director is unable to attend.

R8M-4.4 REGION 8 SECRETARY

The term of office and election procedure of the Region 8 Secretary is specified in the R8 Bylaws.

The Region 8 Secretary shall be responsible for administrative matters pertaining to Region 8, including the timely preparation and distribution of the agenda and registration instructions for meetings of the Region 8 Committee and Region 8 OpCom. He/she shall also ensure that appropriate arrangements are in place for the compilation of registration data, for assistance with visas, and for hotel reservations for all those intending to be present at such meetings.

During these meetings, the Secretary shall be responsible for the Roll Call, attendance records and taking the Minutes, assisted as required by the Electronic Communications Coordinator and/or other available supporting members.

Following the meeting, the Secretary shall prepare and make available the Unapproved Minutes and where appropriate a list of Action Items in a timely manner, and provide for corrections to the Minutes to be made in an orderly and effective manner.

After the Minutes have been approved by the Committee, the Secretary shall be responsible for their subsequent archiving and availability.

The Secretary is responsible for the Historical records of the R8 Committee and its Committees.

R8M-4.5 REGION 8 TREASURER

The term of office and election procedure of the Region 8 Treasurer is specified in the R8 Bylaws.

The Region 8 Treasurer, being the chief financial officer of Region 8 Committee, shall be responsible for financial management of the Region 8 activities, for conducting financial operations, and for maintaining financial records of the Region to the standards required by IEEE .

The Treasurer shall be responsible for the reimbursement of authorized travel and other expenses of members of the Region 8 Committee, and for checking that the claims comply with IEEE and R8 policies. Cases of doubt or disagreement may be referred to the Region 8 Director for a decision.

The Region 8 Treasurer shall be responsible for the preparation of an annual budget, and for monitoring financial reports for adherence to the budget of Region 8. The Region 8 Treasurer shall provide periodic reporting on financial matters to the Region 8 Committee and the Region 8 Operating Committee and for securing their approval on financial actions when necessary.

In the planning of Region 8 Committee Meetings and other major events involving the Committee or its committees, the Treasurer shall be responsible for ensuring that Hotel contracts and other substantial financial liabilities are handled in a manner compliant with IEEE requirements, and that reasonable economies are made.

The Treasurer shall be responsible for providing annual financial report and for provision of the documentation for annual audit, in compliance with IEEE requirements.

The Treasurer, with the assistance from the Region 8 Finance Committee, shall provide support to Region 8 Geographical Units with their financial reporting and the usage of IEEE financial systems.

Taking into account the legal and other requirements of the various jurisdictions in Region 8 and the banking regulations of various countries, candidates for Treasurer shall be selected from a country in Region 8 where the required financial transactions can be legally and promptly carried out, and the candidates for Treasurer need to be able to demonstrate appropriate financial experience and expertise.

R8M-4.6 REGION 8 VICE CHAIRS

There are three Vice Chairs, for Member Activities, Student Activities and Technical Activities.

They are elected by the Region 8 Committee to a twoyear term of office which may not be renewed for a consecutive term.

Candidates for election to Vice-Chair - Member Activities typically will have had previous relevant service on the R8 Committee or its committees, and shown a continuing interest in serving member needs and the career development of members. Familiarity with the recruitment and retention of IEEE members would also be advantageous.

Candidates for election to Vice-Chair - Student Activities typically will have demonstrated continued interest and involvement with Student Activities either through previous relevant service on the R8 Committee or its committees, or as Student Counselor at an active and well-established Student Branch.

Candidates for election to Vice-Chair - Technical Activities typically will be active members of an IEEE Society and preferably have served in the management of a Society or conference

organization, and have had previous relevant service on the R8 Committee or its committees.

R8M-4.7 VACANCIES ARISING FROM INABILITY TO CONTINUE IN OFFICE

If an officer has a long-term or permanent inability to continue in office the procedures described below shall be followed. The causes could include illness, death, moving place of residence outside Region 8, or personal or employment reasons.

In the case of the Director, the procedure described in IEEE Bylaws shall be followed (I-301.10). The Region Director-Elect shall assume the duties of the Region Director, and in so doing shall vacate the office of Director-Elect.

The resulting vacancy for Director-Elect shall be filled by the candidate who had the next highest vote in the preceding election. If there is no such candidate or the candidate is no longer willing or able to serve, the normal election process for Director-Elect shall be initiated, during which the office will remain vacant.

In the case of Treasurer, Secretary or Vice Chair, the Director shall appoint an interim candidate until the next meeting of the R8 Committee, at which an election of a replacement shall take place.

R8M-5 ELECTIONS AND APPOINTMENTS PROCEDURES

The R8 Director-Elect (and hence the Director) is elected by the voting membership of the whole of IEEE Region 8.

The R8 Section Chairs are elected by the voting members of their Section.

The R8 Secretary, R8 Treasurer and the three R8 Vice Chairs (MA, SA, TA) are elected by the R8 Committee during an R8 Committee meeting.

The elected members of the R8 N&A subcommittee are elected by the R8 Section Chairs or alternates during an R8 Committee meeting (thus, absent Section Chairs with no alternate present at the meeting do not participate in the vote).

Appointments are made by the Director or other R8 Officer as specified in this Operations Manual or in the R8 Bylaws.

The normal IEEE rules for petition candidates apply to the elections for Director-Elect and Section Chairs.

In the case of the R8 Secretary, R8 Treasurer and the three R8 Vice Chairs (MA, SA, TA) a candidate may be added to the slate provided by the R8 N&A Committee by a petition including the signatures of at least 15 voting members of the R8 Committee. Valid signatories comprise anyone who is a voting member of the Committee during the calendar year in which the petition is submitted. If the petition is not submitted by the candidate, it must be accompanied by the written confirmation of the willingness of the candidate to serve if elected. The petition must be submitted to the Director or Secretary twenty-one (21) days before the election is due to take place, and after verification of validity, awareness of the additional candidate(s) must be made available to the R8 Committee fourteen (14) days before the election.

R8M-6 COMMITTEES OF REGION 8

The committees of Region 8 are of the following categories:

- Standing Committees
- AdHoc Committees

Standing Committees are established by decision of the Region 8 Committee. They are presumed to be permanent and continue in existence unless or until dissolved, which requires a corresponding revision to the R8 Operations Manual.

AdHoc committees are established by decision of the Region 8 Director for a limited period, to carry out a specific task. They continue in existence only until the task is completed or the end of the year, whichever occurs first. A Director may prolong their establishment at the end of year if the task has not been completed. The Director will report to the Region 8 Committee on the establishment of AdHoc Committees.

The Region 8 Director is, ex-officio, a member without vote of every Committee of R8. However, his/her presence does not count towards the number needed for a quorum.

R8M-6.1 STANDING COMMITTEES OF REGION 8

The Region 8 Committee has the following Standing Committees:

- Region 8 Strategic Planning Committee
- Region 8 Nominations & Appointments (N&A) Committee
- Region 8 Awards & Recognition Committee
- Region 8 Conference Coordination Committee
- Region 8 Chapter Coordination Committee
-
- Region 8 Membership Development Committee
- Region 8 Young Professionals Committee
- Region 8 Student Activities Committee
- Region 8 Action for Industry (Afi) Committee
- Region 8 Professional and Educational Activities Committee
- Region 8 Women in Engineering (WIE) Committee
- Region 8 Humanitarian Technology Activities (HuACHTA) Committee
- Region 8 Finance Committee
- Region 8 Life Members (LM) Committee
- Region 8 History Activities (HA) Committee
- Region 8 Publications and Communications Committee
- Region 8 Diversity, Equity and Inclusion Committee
- Region 8 Entrepreneurship Committee

R8M-6.1.1 REGION 8 STRATEGIC PLANNING COMMITTEE

R8M-6.1.1.1 MISSION

The Region 8 Strategic Planning Committee is responsible for developing and recommending strategic and long-range plans, goals and objectives.

The Committee shall assist the Region 8 Committee to develop in an appropriate manner to meet all the IEEE-related needs of the Region and to continue to adhere to the R8 Committee Vision and Mission (Section R8M-2) and to advise on amendments to this Vision and Mission and to monitor compliance with the IEEE Strategic Plan.

R8M-6.1.1.2 COMPOSITION

The Region 8 Strategic Planning Committee is appointed by the Past Director from recommendations by the Region 8 Op Com as well as recommendations by the Region 8 N&A Committee. If the Past-Director does not personally assume the position of Chair of the Committee, it is expected that a Chair with expertise in Strategic Planning is appointed.

R8M-6.1.1.3 STATEMENT OF AUTHORITY

1. Develop long-range plans. Review and revise these as necessary. The plan should correspond with the IEEE and MGA Board Strategic Plans.
2. Develop and present for Region 8 Committee approval Region 8 Strategic and Operational plans to encompass future activities, and revise as appropriate.
3. Monitor the performance of Region 8 in achieving the goals outlined in the Region 8 Strategic and Operational Plans, report on achievements and attainment of milestones at each Region 8 Committee meeting.
4. Monitor past Sections Congress (SC) recommendations. Make use of the SC recommendations in developing the Region 8 long-range plan.

R8M-6.1.2 REGION 8 NOMINATIONS AND APPOINTMENT (N&A) COMMITTEE

R8M-6.1.2.1 MISSION

The Region 8 Nominations and Appointments (N&A) Committee shall identify qualified candidates for elected and appointed positions of Region 8 Committee and its Committees including candidates for the Director-Elect slate.

R8M-6.1.2.2 COMPOSITION

The Region 8 Nominations and Appointments (N&A) Committee shall consist of the following members:

- Region 8 Director
- Past Region 8 Director
- Director-Elect
- Three members elected for a period of 2 years renewable, by the R8 Section Chairs.

Candidates must fulfill one of the following criteria at the time of their election:

- be a Section Chair in office
- have been a Section Chair within the past 3 years
- have been a Section Chair and currently holding an elected or appointed position of the R8 Committee.

R8M-6.1.2.3 STATEMENT OF AUTHORITY

The Region 8 Nominations and Appointments (N&A) Committee shall:

1. Submit to the Region 8 Committee, to the Director of Region 8, or to the Region 8 Vice-Chairs as case defined in the IEEE, MGA Board, Region 8 Bylaws or Operations Manuals, a list of candidates recommended for election or appointment on 1 January of the following year, in time

for election or appointment before 31 December or as otherwise called for in the Region 8 Bylaws or this Operations Manual.

2. Submit to the Board of Directors, after the approval of the R8 Committee, a slate of at least two and not more than three candidates for Region 8 Director-Elect.

In the case of the election process involving more than one candidate, the Region 8 N&A Committee slate of candidates, including biographies and position statements, shall be made available to all members of the Region 8 Committee at least twenty-eight days (28) before the Region 8 Committee meeting at which the election shall take place or the slate approved. The order of names for each position will be randomized.

Each candidate for a Region 8 Committee-elected position may have a Committee Delegate as an advocate. The advocate will present the candidate's background and qualifications to the Region 8 Committee.

When a meeting is convened to make the recommendations for the R8 Director-Elect slate, the current Director-Elect shall take no part in that aspect of the meeting.

A member of the Region 8 N&A Committee who does not resign from that Committee by 1 May is not eligible to be nominated by the Region 8 N&A Committee for any position or slate to be filled by the Region 8 Committee.

R8M-6.1.3 REGION 8 AWARDS & RECOGNITION COMMITTEE

R8M-6.1.3.1 MISSION

To promote, recognize and reward excellence in the operations of Region 8 and its organizational units: Sections, Subsections, Chapters, Affinity Groups, Student Branches and Student Branch Chapters.

R8M-6.1.3.2 COMPOSITION

The Region 8 Awards & Recognition Committee is appointed by the Past Director from recommendations by the Region 8 OpCom as well as recommendations by the Region 8 N&A Committee, with the provision that the Chair has to be at least of Senior grade. Normally the Past Director is recommended to take the position of Chair of this committee.

R8M-6.1.3.3 STATEMENT OF AUTHORITY

1. Develop and implement award and recognition programs and procedures designed for sponsorship by Region 8.
2. Develop, coordinate and implement awards and recognition programs for use by organizational units of Region 8 to recognize individual IEEE members and organizational units.
3. Develop, coordinate and implement awards for use by organizational units of Region 8 to recognize support provided by firms, divisions of firms or individuals, which enables volunteers of the IEEE to carry out their assigned responsibilities.
4. Serve as an action body within Region 8, relating to the IEEE or MGA Board Awards programs; represent Region 8 on the IEEE and MGA related bodies, and act as an information source on IEEE and MGA Board awards and recognition programs for individuals and organizational

units of Region 8.

R8M-6.1.4 REGION 8 CONFERENCE COORDINATION COMMITTEE

R8M-6.1.4.1 MISSION

To facilitate the planning, development, implementation, coordination, and to monitor and provide oversight for Region 8 conferences, conventions and technical shows sponsored or cosponsored by Region 8, and liaise with and advise Societies and Technical Councils planning conferences in Region 8.

R8M-6.1.4.2 COMPOSITION

The Region 8 Conference Coordination Committee is appointed by the Vice Chair - Technical Activities from recommendations by the Region 8 OpCom as well as recommendations by the Region 8 N&A Committee. The Chair is a non-voting member of the R8 Committee (unless concurrently holding a voting position in the R8 Committee), and shall normally be chosen from candidates with experience of organization of one or more major IEEE conferences in Region 8.

R8M-6.1.4.3 STATEMENT OF AUTHORITY

1. Encourage the holding of affordable IEEE Conferences in locations where there are members needing technical knowledge and the number of suitable existing events is scarce. This includes such conferences as EUROCON, AFRICON, and MELECON and other Region 8 flagship conferences.
2. Encourage and facilitate the organizing of technical events which involve the collaboration of members in more than one Region 8 Section, or technical events in locations in the Region where there is no Section or Subsection.
3. Offer assistance and advice to IEEE Societies and Technical Councils planning to hold major conferences in the Region.
4. Assist Region 8 Sections in attracting and participating in the organization of IEEE Society or Technical Council Conferences in their territory.
5. Respond to requests and enquiries from R8 Sections and Chapters involved in organizing conferences on matters such as financial support, conference publications, copyright permissions, publicity and co-sponsorship.

R8M-6.1.5 REGION 8 CHAPTER COORDINATION COMMITTEE

R8M-6.1.5.1 MISSION

To serve as an action body to help build relationships between R8 Chapters and their parent Societies and Technical Councils, to encourage the good management and vigor of R8 Chapters, and to investigate and encourage the formation of R8 Chapters.

To report to the Region 8 Committee on Chapter issues and act as an interface with IEEE Societies and TAB on Chapter related questions.

R8M-6.1.5.2 COMPOSITION

The Region 8 Chapter Coordination Committee is appointed by the Vice Chair - Technical Activities from recommendations by the Region 8 OpCom as well as recommendations by the Region 8

N&A Committee.

The Chair is a non-voting member of the R8 Committee (unless concurrently holding a voting position in the R8 Committee), and shall normally be chosen from candidates who are active in one or more IEEE Societies or have experience as a Region 8 Chapter Chair.

Each member of the Committee (including the Chair) shall have, or be expected to develop, links with a specified IEEE Society or group of Societies and shall be a member of the corresponding Society and normally have prior experience as a Chapter officer.

As far as is possible with the available members and resources, the Chapter Coordination Committee shall endeavour to have links to most of the major IEEE Societies.

The Student Branch Chapter Coordinator will serve as a corresponding member of the Region 8 Chapter Coordination Committee

R8M-6.1.5.3 STATEMENT OF AUTHORITY

1. Establish and maintain communications with all Region 8 Chapters.
2. Assist the Sections and the Societies in the creation of new Region 8 Chapters in locations where Society membership is sufficient to justify such formations.
3. Establish (by the individual actions of the committee members) links with the Society governing committees (AdCom or Board of Governors) and Society chapter-coordinators, with the objective of encouraging the Society to maintain interest in and financially support its Chapters in Region 8.
4. Establish links with the Region 8 Chapters Chairs (by the individual actions of the committee members) to encourage them to liaise with their parent Societies, to make use of Society Distinguished Lecture Programs and to improve the management and activities of the Chapters.
5. Encouragement to Chapters to organize workshops, short courses, symposia, etc. should be given.
6. Encourage Region 8 Section Chairs to take an interest in and to support their Chapters.
7. Encourage attendance of R8 Chapter Chairs at Chapter Chairs meetings arranged by Societies and Divisions, and to the extent appropriate, participate in any such meetings held in Region 8.

R8M-6.1.6 REGION 8 MEMBERSHIP DEVELOPMENT COMMITTEE

R8M-6.1.6.1 MISSION

To create, promote and monitor appropriate and effective membership development programs.

R8M-6.1.6.2 COMPOSITION

The Region 8 Membership Development Committee is appointed by the Vice Chair - Member Activities from recommendations by the Region 8 OpCom as well as recommendations by the Region 8 N&A Committee.

The Chair is a non-voting member of the R8 Committee (unless concurrently holding a voting position in the R8 Committee).

R8M-6.1.6.3 STATEMENT OF AUTHORITY

1. To develop and oversee programs to increase IEEE membership growth by recruiting new members, retaining current members and the recovery of members in arrears.
2. To increase IEEE membership quality; to promote elevations in grade; to increase Society memberships.
3. To increase awareness by members of the values of IEEE membership.
4. To provide efficient and timely communication to all management levels of interest and concern over membership trends, changes and problems.
5. To liaise with the Membership Development Officer of R8 Sections, and to assist and advise them in the effective implementation of Section Membership Development schemes.

R8M-6.1.7 REGION 8 YOUNG PROFESSIONALS (YP) COMMITTEE

R8M-6.1.7.1 MISSION

To serve the interests of the IEEE affinity groups characterized by members in their first fifteen years (approximate) of graduation, and the recognition and support of Young Professionals members.

R8M-6.1.7.2 COMPOSITION

The Region 8 Young Professionals (YP) Committee is appointed by the Vice Chair - Member Activities from recommendations by the Region 8 OpCom as well as recommendations by the Region 8 N&A Committee.

It is expected that a majority of the members of the committee will be Young Professionals members themselves, and usual good practice will be to have a Young Professionals member as Chair.

The Chair is a non-voting member of the R8 Committee (unless concurrently holding a voting position in the R8 Committee).

R8M-6.1.7.3 STATEMENT OF AUTHORITY

1. Offer and promote programs of interest to recent graduates.
2. Promote the establishment of Young Professionals Organizational Unit committees and Affinity Groups within Sections, Chapters or other IEEE entities at the discretion of those Organizational Units.
3. Advocate IEEE benefits and services to the appropriate affinity groups.
4. Assist with advertising and promotional efforts directed to recent graduates.
5. Encourage recognition of Young Professionals activities performed by individuals or Organizational Units.
6. Establish communications opportunities within the IEEE for the Young Professionals affinity groups and members.
7. Promote strategies to bridge the transition from Student to Member grades.
8. Promote strategies to retain and recruit graduating students and recent graduates.
9. Promote strategies to develop volunteer leadership from recent graduates and within the Young Professionals programs and groups.
10. Promote Young Professionals goals at conferences, symposia and similar events.

11. Represent and provide leadership to recent graduate and young professional activities in Region 8.
12. Issue newsletters resources-guides or related communications.
13. Measure, track, and report on Young Professionals program effectiveness.
14. Cooperate with non IEEE organizations such as alumni associations to promote Young Professionals goals.

R8M-6.1.8 REGION 8 STUDENT ACTIVITIES COMMITTEE

R8M-6.1.8.1 MISSION

To inspire, help, develop and promote Students and Student activities in Region 8 by supporting and advising R8 Student Branches and their officers, by encouraging the formation of new Student Branches, and by recognizing Student achievements.

R8M-6.1.8.2 COMPOSITION

The Student Activities Committee is chaired by the R8 Vice Chair – Student Activities and includes:

- R8 Past Vice Chair – Student Activities (ex-officio)
- Student Paper Contest Coordinator
- Student Branch Counselor Coordinator

and the following who shall all be of Student Member or Graduate Student Member grade:

- Region Student Representative
- Awards and Contests Coordinator
- Student Branch Coordinator
- Student Communications Officer
- Student Branch Chapter Coordinator

Two or more of the positions listed above could be held by a single person if necessary.

More than one of the positions listed above can be held by the same person.

The Vice Chair - Student Activities shall be responsible for providing a nomination for the Region Student Representative, who is appointed by the Region 8 Director as a non-voting member of the R8 Committee.

All other members shall be appointed by the Vice Chair - Student Activities from recommendations by the Region 8 OpCom as well as recommendations by the Region 8 N&A Committee. Candidates shall generally be selected from active Student volunteers at Section or Student Branch level.

R8M-6.1.8.3 STATEMENT OF AUTHORITY

1. Monitor Student Membership and the vitality of Student Branches and Student Branch Chapters.
2. Advise Sections and Student Branches about Programs, Awards and Contests available for student members.
3. Support Student Branch Counselors in their role as mentors for the Branches.
4. Liaise with Student Activities at the Section and MGA Board level.
5. Encourage communications and collaboration between Student Branches.
6. Support for Student Branch Congresses at Section and

Regional level.

7. Collaborate with other initiatives, Chapters and Affinity Groups available to students including Young Professionals, WIE and PA.
8. Voice student concerns and needs.

R8M-6.1.9 REGION 8 ACTION FOR INDUSTRY (AfI) COMMITTEE

R8M-6.1.9.1 MISSION

To facilitate planning, development, and implementation of activities within Region 8 between Industry and IEEE. To enhance relationships and cooperation between local companies and IEEE members in R8 Sections.

R8M-6.1.9.2 COMPOSITION

The R8 Action for Industry Committee is appointed by the Vice Chair - Technical Activities from recommendations by the Region 8 OpCom as well as recommendations by the Region 8 N&A Committee. The inclusion of members with links to senior levels of management in major Industries relevant to IEEE will be sought, and representation of the Industry Ambassadors of R8 Sections will also be aimed for.

The Chair is a non-voting member of the R8 Committee (unless concurrently holding a voting position in the R8 Committee).

R8M-6.1.9.3 STATEMENT OF AUTHORITY

1. Encourage the appointment of Industrial Relations Officers (IROs) in all R8 Sections, advising about selection and recruitment when necessary
2. Provide guidance and support to R8 IROs to help to promote IEEE benefits, products, and services to industry.
3. Provide guidelines and support to R8 IROs in order to strengthen relationships and cooperation with industry and local technical companies.
4. Plan, promote and implement IEEE activities and services supporting important needs of industry and their professional employees.
5. Assist in arranging technical workshops and seminars with industry in R8.
6. Promote cooperation between IEEE at universities and local industry.
7. Arrange workshops for Student Branches with local industry.

R8M-6.1.10 REGION 8 PROFESSIONAL AND EDUCATIONAL ACTIVITIES COMMITTEE

Professional Activities (PA) comprise non-technical skills that engineers need to achieve a successful technical career. Educational Activities (EA) implements programs specifically intended to serve the educational pursuits of IEEE members, the engineering and scientific communities and the general public.

R8M-6.1.10.1 MISSION

To develop non-technical skills programs (such as “Leadership Skills Training” or “Project Management”) in order to provide additional value to members, in particular to young engineers and students. To coordinate educational activities programs in Region 8 including pre-university education, university-level education, post-university (continuing) education and the promotion of public

awareness of engineering, technology and other topics within IEEE's Field of Interest.

To recruit volunteers to implement professional and educational seminars and workshops in R8 and to train local Tutors (Trainers) for these activities.

R8M-6.1.10.2 COMPOSITION

The R8 Professional and Educational Activities Committee is appointed by the Vice Chair - Technical Activities from recommendations by the Region 8 OpCom as well as recommendations by the Region 8 N&A Committee.

The Chair is a non-voting member of the R8 Committee (unless concurrently holding a voting position in the R8 Committee) and serves as a voting member of the IEEE Educational Activities Board (EAB) Section Education Outreach Committee.

R8M-6.1.10.3 STATEMENT OF AUTHORITY

1. Encourage, and advise about when necessary, the appointment of local PA officers and the establishment of PA activities in all R8 Sections
2. Provide PA products and services to individual IEEE members and groups, in particular to young engineers (YP) and students
3. Recruit expert presenters of PA topics in R8
4. Train and educate local trainers for PA topics in R8
5. Plan and implement PA seminars and workshops in R8
6. Collaborate with IEEE-USA on PA products and services to enhance members' career and employment prospects
7. Make Section Chairs aware of IEEE's PA products and their importance for members.
8. Develop or encourage the formation of Educational Activities Committees in Region 8 Sections.
9. Develop educational programs to encourage the technological literacy of pre-university students.
10. Promote educational activities at the member level and communicate to the Educational Activities Board (EAB) the educational concerns of the membership.
11. Serve as contact point for Educational Activities and Professional Activities Committee Chairs in Sections of Region 8.

R8M-6.1.11 REGION 8 WOMEN IN ENGINEERING (WIE) COMMITTEE

R8M-6.1.11.1 MISSION

To serve the interests of the IEEE WIE affinity groups and female members, to promote the recognition and support of achievements of women in engineering, and to promote recruitment and retention of women in technical disciplines.

R8M-6.1.11.2 COMPOSITION

The Region 8 Women in Engineering (WIE) Committee is appointed by the Vice Chair - Member Activities from recommendations by the Region 8 OpCom as well as recommendations by the Region 8 N&A Committee.

R8M-6.1.11.3 STATEMENT OF AUTHORITY

1. Liaison with WIE activities at MGA Board level and with

the Educational Activities Board

2. Establishing and maintaining contact with all Region 8 WIE Affinity Groups
3. Encouraging WIE activities in parts of Region 8 where no WIE Affinity Group exists, and assisting Sections in the creation of new WIE Affinity Groups
4. Supporting activities aimed at encouraging science and engineering careers for women.

R8M-6.1.12 REGION 8 HUMANITARIAN TECHNOLOGY ACTIVITIES (HuACHTA) COMMITTEE

R8M-6.1.12.1 MISSION

To ~~support~~ inspire and empower the IEEE volunteers in the Region carrying out and ~~or~~ supporting impactful humanitarian technology and sustainable development activities at the local level.

R8M-6.1.12.2 COMPOSITION

The Region 8 Humanitarian Technology Activities (HuACHTA) Committee is appointed by the Vice Chair - Member Activities from recommendations by the Region 8 OpCom as well as recommendations by the Region 8 N&A Committee.

R8M-6.1.12.3 STATEMENT OF AUTHORITY

1. Development of programs enabling volunteer engagement in humanitarian technology activities
2. Review and evaluation of the overall effectiveness of programs.
3. Recommending best practices as they relate to programs and projects
4. Evaluation of funding proposals for projects to be carried out at the local level
5. Establishment of partnerships with other entities sharing similar goals with respect to humanitarian efforts.

R8M-6.1.13. REGION 8 PUBLICATIONS AND COMMUNICATIONS (P&C) COMMITTEE

R8M-6.1.13.1 MISSION

To coordinate Region 8 publications and communications directed to members and potential members. Reports to the OpCom through the Director-Elect.

R8M-6.1.13.2 COMPOSITION

The Region 8 Publications and Communications Committee is appointed by the Director-Elect from recommendations by the Region 8 OpCom as well as recommendations by the Region 8 N&A Committee.

R8M-6.1.13.3 STATEMENT OF AUTHORITY

1. Coordination of the content that is included in each of the publications.
2. Be the first point of contact for allegations related to publications in the Region.
3. Making recommendations for the position of Editor-in-Chief of Region 8 publications for final appointment by the Region Director after consultation with OpCom and N&A Committee

R8M-6.1.14 REGION 8 LIFE MEMBERS (LM)

COMMITTEE

R8M-6.1.14.1 MISSION

To create, promote and monitor appropriate programs and initiatives for Life Members.

R8M-6.1.14.2 COMPOSITION

The Region 8 Life Members Coordinator is appointed by the Region Director and serves as LM Committee Chair. The Committee may be formed only by corresponding members. Members are appointed by the Vice Chair - Member Activities from recommendations by the Region 8 OpCom as well as recommendations by the Region 8 N&A Committee.

R8M-6.1.14.3 STATEMENT OF AUTHORITY

1. To establish and maintain communications with all Region 8 LM Affinity Groups (LMAGs).
2. To increase awareness of Life Members and inform Sections of the values of Life Members' activity.
3. To assist Sections in the formation of new LMAGs in locations where membership is sufficient to justify such formations.
4. To encourage R8 LMAGs to maintain sustainable and regular meetings, to organize officer elections and officer rotation, to support other OUs of the Section, to elevate member grade LMs to Life Senior Members and to carry out publicity in Section, R8 and IEEE level.
5. To provide information about activity of the R8 LMAGs, Chapters, Young Professionals and other Affinity Groups with the objective of encouraging LMAGs to join technical meetings of other IEEE OUs.
6. To assist LMAGs in administrative and reporting issues.

R8M-6.1.15 REGION 8 FINANCE COMMITTEE

R8M-6.1.15.1 MISSION

To provide general oversight of the financial operations of the Region and to assist Region 8 Treasurer in financial management of the Region 8 and its funds.

R8M-6.1.15.2 COMPOSITION

The Region 8 Finance Committee is chaired by the Region Treasurer, with Region 8 Director and Region 8 Past Director as ex-officio members, and up to three additional members appointed by the Treasurer from recommendations by the Region OpCom as well as recommendations by the Region 8 N&A Committee.

The additional members can include:

- Assistant Treasurer, to provide backup in financial operations of the Treasurer.
- Voluntary Contribution Fund Coordinator and Region 8 GEO Units Support in Financial Reporting (VCF and Reporting); liaison with Membership Development Committee.
- Financial Oversight of the R8 Conference Portfolio (R8ConFin); liaison with Conference Coordination Committee.

Other members can be appointed as corresponding members.

R8M-6.1.15.3 STATEMENT OF AUTHORITY

The Region 8 Finance Committee shall:

1. Assist Region 8 Treasurer in preparation of the annual budget.
2. Monitor Region 8 financial performance against budget.
3. Develop short- and long-term financial projections and plans.
4. Develop proposals for improvements in the financial operations of the Region and its organizational units.
5. Manage the Voluntary Contribution Fund awards.
6. Provide financial oversight of the Region 8 conference portfolio.
7. Assess long- and short-term financial risks for the Region and propose measures to mitigate them.

R8M-6.1.16 REGION 8 HISTORY ACTIVITIES (HA) COMMITTEE

R8M-6.1.16.1 MISSION

To stimulate in the Region's subunits the awareness and importance of history, the proper documentation of their history, and the organization of history-related activities.

R8M-6.1.16.2 COMPOSITION

The Region 8 History Activities Coordinator is appointed by the Region Director and serves as HA Committee Chair. The Committee may be formed only by corresponding members. Members are appointed by the Vice Chair - Member Activities from recommendations by the Region 8 OpCom as well as recommendations by the Region 8 N&A Committee.

R8M-6.1.16.3 STATEMENT OF AUTHORITY

1. Document the Region's history and make the documentation publicly available on the Region's website and through the Engineering and Technology History Wiki.
2. Support the Region's subunits in properly documenting their history.
3. Support the Region's subunits in their history-related activities — such as (but not limited to) preparation of IEEE Milestones, arranging of Oral Histories, and organization of history-related meetings and conferences — and assist in establishing necessary contacts with relevant IEEE organizational units.
4. Maintain a strong relation with the IEEE History Committee and the IEEE History Center.

R8M-6.1.17 REGION 8 DIVERSITY, EQUITY AND INCLUSION COMMITTEE

R8M-6.1.17.1 MISSION

To develop and recommend mechanisms to improve diversity and inclusion across Region 8 and Sections.

R8M-6.1.17.2 COMPOSITION

The Committee may be formed only by corresponding members. Members are appointed by the Region Director from recommendations by the Region 8 OpCom as well as recommendations by the Region 8 N&A Committee.

R8M-6.1.17.3 STATEMENT OF AUTHORITY

The Region 8 Diversity, Equity and Inclusion Committee shall:

1. Define, track, and publish diversity metrics, new initiatives, and best practices to highlight efforts and progress around diversity and inclusion happening at Region or Section level.
2. Collaborate and communicate with the IEEE Diversity and Inclusion Committee and other related committees in IEEE OUs.

R8M-6.1.18 REGION 8 ENTREPRENEURSHIP COMMITTEE

R8M-6.1.18.1 MISSION

To develop and run programs that inspire innovation and entrepreneurship across Region 8 members and the wider IEEE community.

R8M-6.1.18.2 COMPOSITION

The Region 8 Entrepreneurship Committee is appointed by the Vice Chair - Member Activities from recommendations by the Region 8 OpCom as well as recommendations by the Region 8 N&A Committee.

R8M-6.1.18.3 STATEMENT OF AUTHORITY

The Region 8 Entrepreneurship Committee shall:

- Establish a Regional competition platform for potential entrepreneurs to explore and present venture ideas and MVPs to relevant judges and audiences including entrepreneurship experts, investors, incubators and donors
- Support entrepreneurs to develop their ventures beyond the competition stage with mentorship and incubation support, provided through external partners
- Strengthen the knowledge and skills of aspiring and young entrepreneurs by providing them access to mentorship and skills development opportunities
- Boost the network of young entrepreneurs by connecting them with fellow founders, CEOs, mentors, and potential investors through talks and conferences.

To achieve these objectives, the Committee will work on projects with focus on encouraging entrepreneurship events and activities, and on enabling IEEE entrepreneurs beyond the competition phase by creating partnerships with external entities focused on entrepreneurship such as accelerators, incubators and potential investors, as well as provide exposure to entrepreneurship summits.

The Committee shall collaborate closely with other IEEE Region 8 entities, including but not limited to Region 8 Young Professionals Committee, Humanitarian Technology Activities Committee, Women in Engineering Committee, Professional and Educational Activities Committee, Action for Industry Committee, and Student Activities Committee.

R8M-6.1.19 REGION 8 SECTION VITALITY AND DEVELOPMENT COMMITTEE

R8M-6.1.19.1 MISSION

The mission of the Section Vitality and Development Committee (SVD) mission is to have vital Sections and Subsections in Region 8 serving their members. The Committee supports Sections and Subsections in the Region regarding their vitality and also evaluates proposals of formation of new Sections and Subsections and submits recommendations to the Region 8 Committee.

R8M-6.1.19.2 COMPOSITION

The Region 8 Section Vitality and Development Committee is appointed by the Director from recommendations by the Region 8 OpCom as well as recommendations by the Region 8 N&A Committee. The Chair of the SVD Committee shall become the Region Vitality Coordinator.

R8M-6.1.19.3 STATEMENT OF AUTHORITY

The Region 8 Section Vitality and Development Committee shall:
- Monitor Sections vitality in Region 8 assisting sections in the elections and annual reporting.

□- Monitor Subsections vitality in Region 8 assisting sections in the elections and annual reporting.

□- Oversee formation of new Subsections and Sections in Region 8

- □ Organize SVD meetings with subsection volunteers to help them grow.

□- Organize periodical regional meeting for Sections and Subsections in Region 8 to understand their challenges and report to the Region 8 OpCom and Region 8 Committee.

In coordination with the Region Treasurer, the SVD Committee assists Sections and Subsections in their annual reporting with the goal to be eligible for the annual rebate.

The formation of a new Section or a Subsection needs to be first assessed by Region 8 SVD Committee before submitting a formal petition through the online petition system. The SVD Committee will work with the organizers in order for the proposal to be ready for submission and will recommend on the feasibility of the formation.

R8M-6.2 EX-OFFICIO MEMBERS OF COMMITTEES OF REGION 8

Any Region 8 member assigned to an IEEE MGA Board Committee or IEEE Committee is ex-officio member without voting privileges, of the corresponding Committee of Region 8 if such a corresponding Committee has been constituted.

He/she may attend the meetings of the corresponding Committee as a non-voting member, subject to financial support being available, and in any case shall be entitled to receive the Minutes of all such meetings.

R8M-7 REGION 8 COMMITTEE MEETINGS

General arrangements and requirements of meetings of the Region 8 Committee are described in the R8 Bylaws (Section R8-3.3 REGION 8 COMMITTEE MEETINGS)

R8M-7.1.1 MEETING TIMETABLE AND STRUCTURE

Normally, the meeting commences early on a Saturday and ends by early Sunday afternoon, so enabling the majority of participants to

arrive on a Friday evening and leave in time to be home for Monday morning. Meetings of committees are usually arranged for Friday.

The room layout for the R8 Committee meeting must be laid out so that all members can see and hear one another, providing the voting and non-voting members with a worktable and electrical supply for computers. Region Officers are normally positioned in a more prominent location (“top table”) and it is usual to have the Section Chair seating ordered alphabetically by Section name.

R8M-7.1.2 MEETING DOCUMENTATION

The meeting documentation contains the proposed agenda, minutes of the previous meeting, reports from Officers and Committees, and such other supporting material as is required and available. A one page summary report is expected from each Section Chair. The documentation must be made available to each participant, except for items discussed in Executive Session, available to voting members only.

R8M-7.1.3 MEETING PROCEDURE

The formal parts of the meeting are conducted according to the R8 Bylaws, which specify the use of Robert’s Rules. However the meeting often commences with an informal part (such as a ‘caucus’) and there may be break-out sessions (Focus Groups, etc.) to encourage participation and ‘brainstorming’ to discuss special issues.

R8M-7.1.3.1 MOTIONS

In the formal part of the meeting, any member (voting or non-voting) may propose a Motion and if this is seconded by another member, it normally must be allocated time for debate in the appropriate part of the meeting. If the Motion is proposed by a committee, a seconder is not required.

Motions which are non-controversial and appear to have the general agreement of the R8 Committee members present may be collected together to form a Consent Agenda, and approved *en bloc* by a single vote, in order to save time. However, prior to this, any member has the right to remove a Motion from the Consent Agenda and so require it to be debated.

During the debate of a Motion, the Chair must take an impartial position, and all members must be given an opportunity to speak. Where possible the Chair will seek an alternation between those for and against the Motion, and may, in the interests of time-economy, restrict the length of time any members speaks for. The R8 Committee members must adopt the recognized practice of avoiding derogatory comments about any Committee member, and during the formal debate, the member speaking (“given the floor”) must address the Chair. This ensures an orderly discussion with a single thread. Robert’s Rules define and explain the mechanisms by which other members are permitted to amend Motions under discussion, to suspend their discussion or call for an immediate vote without further discussion. During debate, an amendment to the words of the Motion can be agreed only by a vote of the Committee, and not by the proposer or seconder, because once debate has commenced, the Motion belongs to the Committee. A ‘friendly amendment’ is one which is agreed to be an improvement by the proposer (for example. a change in words which clarifies the meaning).

Tabling a Motion implies ending discussion on it without taking a vote.

A Motion must define an action to be carried out and an indication of who or what is responsible. For example “*the R8 Committee requests the Director to recommend to the MGA Board -----*” or “*the R8 Committee approves the organization by the ----- Committee of a meeting of Chapter Chairs of the ----- Society at -----*” or “*the R8 Committee congratulates ----- for the award of the ----- medal*”. Motions with no clear cut mode of implementation serve no purpose and should not be made. For example a Motion such as “*The R8 Committee considers that the general public in Section ----- should show more respect to practicing engineers*” might be a welcome sentiment but contains no proposal for implementation.

R8M-7.1.3.2 VOTING

The Chair may call for a vote by the instruction “*Those in favour, say ‘aye’*” followed by “*Those against, say ‘nay’*”. If this process is not such as to make the outcome obvious, the voting members may be asked to raise their hands instead, and to keep them up until a count has been made, or alternatively they may be asked to stand to show their vote.

Some Motions may be more appropriate for decision by a secret ballot, in which case voting papers have to be distributed and tellers appointed to count the result.

It is important to ensure that a quorum is present when a vote is taken in order for the decision to be valid (see R8 Bylaws, Section R8-303.2 QUORUM for a definition of the numbers of voting members required). Those who abstain from voting are considered to have voted against the Motion, and so any member wishing to have no effect on the outcome must leave the room while the vote takes place.

R8M-7.1.3.3 COST CONSEQUENCES OF MOTIONS

It is likely in many cases that the implementation of an approved Motion involves the expenditure of R8 funds. For this reason, wherever possible the Motions shall be submitted well in advance, so that the financial implications can be evaluated by the Treasurer and perhaps the R8 OpCom as well. This also provides opportunities for improvements in the clarity of the wording, etc. In some cases, the implementation may imply a charge to an already-allocated budget of a Vice Chair, Committee, etc. in which case the approval of the budget-holder needs to be obtained. Approval of Motions which involve substantial cost implications must be associated with a responsible approach to indicating how this is to be paid for.

Since the implementation of a Motion may involve a project with activity and expenditure continuing over an extended period of time, the person(s) responsible for the implementation (often referred to as the ‘champion(s)’ of the project) must submit progress reports and a final report on the outcome, with a full disclosure of the use of any IEEE funds spent on the project. The R8 Secretary is responsible for ensuring that such reports are provided in a timely manner, keeping the R8 Committee informed. This includes situations where a project has to be abandoned.

R8M-8 SECTIONS

A Section shall be the basic operating entity of IEEE and shall be constituted by a minimum of fifty (50) voting members. A Section shall be established with the approval of the Region 8 Committee by petition of those who live/work in relatively close proximity.

Normally this is a well-defined geographical location, not part of any existing Section.

Normally, in Region 8, the boundaries of a Section correspond to National boundaries, although in some cases, a country may have more than one Section and in some cases, a Section may cover more than one country. In the latter case, the Section may involve more than one distinct legal system and/or more than one currency. Currently, and for the foreseeable future, there are countries and other large parts of Region 8 where the number of IEEE members is too low to support the formation of a Section.

Sections are not required to have their own Bylaws. However, they are allowed to have a Governance document if they wish, but should request the approval of the Region Director for this.

A Section is required to maintain a membership of twenty-five (25) voting members, and if the membership drops below this the Section may be placed on probation and this may lead eventually to the dissolution of the Section.

A Section is also required to hold at least five meetings per year (including Chapter and Affinity Group meetings). An administrative meeting may count towards the total.

Provided that the Section completes its annual reporting to IEEE on time, it receives financial support in the form of a Rebate, which is calculated by a formula which takes into account the number of members in the Section. Prompt submission may result in a financial bonus to the Section.

Other details about the function, composition and administration of Sections are detailed in the MGA Operations Manual Section 9.4.

The number of Sections in Region 8 has increased steadily over many years. However, there are some Sections which have few members, and which constitute a financial burden on Region 8, because of the need to reimburse the attendance costs of the Section Chair at Region 8 Committee meetings. It can therefore be good practice for the Committee to approve only those petitions where the growth potential of the petitioning Section is such that a membership of at least 250 voting members is a realistic future prospect. In other cases, formation of a Subsection instead may be a financially-wiser action.

R8M-8.1 SUBSECTIONS

A Subsection shall be a part of a Section or Region, constituted by a minimum of twenty (20) voting members, and established with the approval of the Region 8 Committee by petition to the Section Executive Committee or the Region of those who live/work in relatively close proximity. Financial resources required for the operation of the Subsection responsibility of the Geographic Unit (Section or Region) creating the Subsection.

A Subsection is required to maintain a membership of fifteen (15) voting members, and if the membership drops below this the Subsection may be placed on probation and this may lead eventually to the dissolution of the Subsection.

A Subsection is also required to hold at least five meetings per year (including Chapter and Affinity Group meetings). An administrative meeting may count towards the total.

Reasons for formation of a Subsection within a Section may be because of separation from the rest of the Section by distance, geographical obstacles making travel difficult, or different legal or cultural customs, etc.

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.

In some cases, the Subsection may be formed as a 'Section in Development' with the expectation that, within a few years, it will have grown in membership and increased its activities sufficiently to be elevated to a Section. In the case that the Subsection is a part of an existing Section, the opinion of that Section about the elevation shall be sought by the Region Director prior to making the decision.

Other details about the function, composition and administration of Subsections are detailed in the MGA Operations Manual Section 9.5

R8M-8.2 CHAPTERS

A Chapter shall be a technical subunit of a Region, one or more Sections or a Geographic or Technical Council. A Chapter shall comprise a minimum of twelve (12) voting members of a Society or group of Societies and shall be established by petition to the parent geographical and technical organizational units. Normally, Chapters are subunits of a single Section, and this parent Section is responsible for the finances of the Chapter (and should provide an appropriate part of its rebate to support Chapter activities). The Chapter Chair shall be an ex-officio member of the Executive Committee of this parent Section.

A Chapter is expected to establish strong and cordial links with the management (Board of Governors, AdCom, Regional representative, etc.) of its parent Section(s) or Council, who may be willing to provide additional financial support, and often have Distinguished Lecturer programs which the Chapter may make use of.

Commonly, the Societies or Councils hold international conferences in many parts of the world, and in the case that such a conference is in the geographical area of the Chapter, then the Chapter members can be expected to assist with its organization. This is another reason for the Chapter to establish good links with the parent Society/Council.

A Chapter may be formed in a part of the Region where no Section exists, and in such a case, may be managed by an adjacent Section. Other details about the function, composition and administration of Chapters are detailed in the MGA Operations Manual Section 9.6.

R8M-8.3 STUDENT BRANCHES

A Student Branch shall be an operating entity of IEEE constituted by a minimum of twelve (12) IEEE Student or Graduate Student Members at a particular college, university, technical institute, or, in unusual circumstances attached to a Section, and established with approval of the Region 8 Committee by petition to the Region.

Each Student Branch shall have a Student Branch Counselor who shall be an IEEE member teaching in IEEE designated fields in the educational organization with which the Branch is associated. The Counselor assists the Student Branch in obtaining space and

permission for their activities, and provides continuity for the Student Branch in situations where the active members graduate and leave the educational organization or otherwise cease to be students.

Other details about the function, composition, funding and administration of Student Branches are detailed in the MGA Operations Manual Section 9.7.

R8M-8.4 STUDENT BRANCH CHAPTERS

Student Branches may have Student Branch Chapters. A Student Branch Chapter shall be a technical subunit of a Student Branch constituted by a minimum of six (6) Student or Graduate Student Members of a Society or group of Societies and established by petition to the parent Student Branch and Society concerned. A Student Branch Chapter functions in a manner similar to a committee of the Student Branch.

Other details about the function, composition and administration of Student Branch Chapters are detailed in the MGA Operations Manual Section 9.8

R8M-8.5 NEIGHBORING SECTION

Chapters, Student Branches, Student Branch Chapters can petition to be included in a neighboring Section within the Region.

R8M-8.6 AFFINITY GROUPS

An Affinity Group shall be a local non-technical subunit of the Region or one or more of its Sections or a Student Branch, constituted by a minimum of six (6) IEEE members, being members of the Geographic Organizational Unit and established by petition to the parent Organizational Unit or Standing Committee responsible for the subject of the Affinity Group.

Currently, Affinity Groups are limited to four categories: Consultants Networks, Young Professionals (YP), Women in Engineering, and Life Members.

More information about Affinity Groups is provided in the MGA Operations Manual Section 9.9.

R8M-8.7 AREAS

An Area is a part of a Region, consisting of several Sections, states, provinces, or countries which may be established by the Region 8 Committee as a management and administrative organizational unit of IEEE to fulfill the communication needs and management/administrative missions of the Region within the territory prescribed.

1. The Region Director may appoint Area Chairs to serve a one- or two-year term during the incumbency of the Region Director.
2. The Area Chair acts on behalf of and at the direction of the Region Director on specific assignments related to the management and administration of the Region.
3. The Area Chair(s) may serve on the Region 8 Committee with the approval of the Region 8 Committee.

More information about Areas is provided in the MGA Operations Manual Section 9.2.

R8M-9 IEEE STANDARDS

Standards are an important part of IEEE's work with two aspects

- Creation of Standards

- Awareness of Standards.

The creation of Standards is principally an activity for experts in the technical field of the Standard in question, and most IEEE Societies have some involvement in Standards creation and updating. In Region 8, any Standards activity is therefore likely to be associated with Chapters or with IEEE members who have particular relevant expertise.

The role of Sections and the Region 8 Committee with respect to Standards is therefore mainly limited to increasing awareness about the IEEE Standards creation process and the Standards themselves.

For this purpose, the R8 Committee includes a Standards Coordinator, appointed by the Director after consultation with the Vice-Chair - Technical Activities, whose role is to encourage and maintain awareness of Standards issues among the members of the R8 Committee.

R8M-11 REGION 8 WEBSITE

The R8 Website presents and explains IEEE Region 8 and the Region 8 Committee to IEEE members and to the general public, and provides a general information resource, with links to the IEEE main page and to the websites of R8 Sections.

Access is provided to historical data (such as Section formation dates, a list of names of all past Region 8 Directors), past issues of R8 News and a document repository.

News of future events such as conferences in Region 8 and reports of past events are provided.

R8M-12 REGION 8 PUBLICATIONS

Region 8 News is an important publication to bring news of Region 8 to its members and to others who receive copies. It is, for many IEEE members in Region 8, the only item which they receive which is specific to their membership of Region 8, which gives it a distinctive importance.

It is distributed either with IEEE Spectrum or in electronic format, normally as four issues per year.

Region 8 may create other publications as needed.

R8M-13 REGION 8 VOLUNTARY CONTRIBUTIONS FUND (VCF)

Region 8 maintains a separate fund, the Voluntary Contributions Fund (VCF), to which Region 8 members are annually invited to contribute when they renew their dues.

The Fund is used primarily for the support of Student Branches (to assist them in obtaining technical literature) and for travel and subsistence support for IEEE members (including students) of Region 8 with low personal incomes to enable them to attend conferences in Region 8. In the case of grants involving travel to a conference, a condition of the grant is that the recipient provides a report on his/her travel to and involvement in the conference, and in all cases, evidence of the expenditure must be provided.

Applications to the fund are sent to the R8 Voluntary Contributions Fund Coordinator, who verifies that the application is valid and in the case of sufficient funds being available, decides whether or not the grant should be approved, seeking advice as needed.

ACTION

M- 1 of 2

TO: IEEE Region 8 Committee – Spring 2024

FROM: Region 8 Operating Committee

SUBJECT: Approval of changes to the IEEE Region 8 Awards & Recognitions Committee Operations Manual.

EXECUTIVE SUMMARY

The changes adapt the name of one award managed by the R8 Humanitarian Technology Activities Committee and updates its eligibility.

The proposed change has been endorsed by the Region OpCom in February 2024.

PROPOSED ACTION

Resolved that the Region 8 Awards & Recognitions Committee Operations Manual is approved as presented.

Additions ~~Deletions~~

5.12 Region 8 Outstanding Section SIGHT Group of the Year Award

Eligibility: All active R8 Section SIGHT Groups are eligible, provided that:

- ~~Submitted the annual SIGHT group report (survey)~~ Reported up-to-date officer roster on vTools.
- Reported at least 2 SIGHT activities on vTools in the past year.
- Implemented effective engagement with the local community supporting the uptake of the appropriate technologies and/or a local community project funded by HAC or SIGHT HTB in the last two years with Ssubmitted ~~a funded final~~ project report, ~~for their project~~

Evaluation by: team appointed by the Humanitarian Technology Activities Committee.

Prize: \$500 and a customized plaque and certificate.

5.13 Region 8 Outstanding SIGHT Student Branch SIGHT Group of the Year Award

Eligibility: All active R8 Student Branch SIGHT Groups are eligible, provided that:

- ~~Submitted the annual SIGHT group report.~~ Reported up-to-date officer roster on vTools.
- Reported at least 2 SIGHT activities on vTools in the past year.
- Implemented effective engagement with the local community supporting the uptake of the appropriate technologies and/or a local community project

ACTION

M- 2 of 2

funded by ~~HAC or SIGHT~~ HTB in the last two years: with Ssubmitted ~~a funded~~ final project report. ~~for their project.~~

Evaluation by: team appointed by the Humanitarian Technology Activities Committee; at least one member of the team should be member of the Region 8 Student Activities Committee.

Prize: \$300 and a customized plaque and certificate.

Strategic Goal(s) Supported

- Enhancing and supporting the IEEE Organizational Units and their activities within Region 8.

Financial Implications

- None.

Pros and/or Cons

- PROS:
 - Previous award name was confusing.
 - Eligibility requirements now reflect current HTB practice and requirements.
- CONS:
 - Communication of new eligibility requirements to involved OUs is required.

Implementation

- Changes will be effective upon approval.

ACTION

M- 1 of 1

TO: IEEE Region 8 Committee, 2-3 March 2024

FROM: Marios Antoniou, Vice Chair Technical Activities
Tiziana Tambosso, Chair Conference Coordination Committee

SUBJECT: New R8 CoCC Operations Manual

An updated version of the R8 CoCC Operations Manual is presented.

MOTIVATION

The new R8 CoCC Operations Manual reflects the more recent evolutions of the R8 flagship/portfolio conference management and the changes recently approved regarding Africa Council participation as FCS of AFRICON flagship conferences and regarding transformation of HISTELCON into a multi-region conference (see minutes of the last R8 Committee Meeting held in Ottawa in August 2023).

PROPOSED ACTION

Resolved that the Operations Manual is hereby approved as presented and summarized in the following:

Two new paragraphs have been added.

One with the definition of the scope of the R8 steering committee for the R8 flagship/portfolio conferences.

A second one with the definition of the role of the Section Conference Coordinators.

The AFRICON descriptions is updated with the inclusion of the 20%FCS of the AFRICA Council.

The HISTELCON description is updated with changes that reflect the new multi-regional Operations Agreement approved the last R8 Committee meeting.

Some modifications of the R8 benefits and requirements are also inserted. The most relevant are:

The R8 steering Committee has been moved among the benefits for flagship/portfolio conferences.

"IEEE Web hosting and IEEE domain for the conference website and email address provided by IEEE for each flagship/portfolio conference" has been moved among the benefits for flagship/portfolio conferences.

Some requirements for R8 TCS have been modified. The most relevant: the involvement of the Section and two OUs (chapters or society/council, other IEEE OUs) as TCS/FCS. For the concurring unit approval, the senior /fellow members in the Program Committee have been reduced from 4 to 2.

IEEE Region 8 Conferences Coordination Committee Operations Manual

To be Approved by the R8 Committee, March 2024

1. Charter

To facilitate the planning, development, implementation, coordination, and to monitor and provide oversight for Region 8 conferences, conventions and technical shows sponsored or cosponsored by Region 8 and liaise with and advise Societies and Technical Councils planning conferences in Region 8.

2. Composition

The Conference Coordination Committee shall consist of the following:

- Chair
- Up to two (2) Members
- Up to five (5) Corresponding Members

It is recommended that a financial liaison from the R8 Finance Committee is appointed as a corresponding member of this Committee.

It is recommended that the immediate Past Chair of the Committee is appointed as member.

Voting members of the Committee shall have experience in organizing IEEE conferences and shall have experience as section's officer or section's conference coordinator.

The responsibilities of the Committee Chair are:

- Provide leadership and assume ultimate responsibility for the timely fulfillment of all responsibilities of the Committee defined and required by this manual.
- Identify and address needed improvements in the Committee's processes and operations.
- Work closely and effectively with VC TA in fulfilling the above-identified responsibilities.
- Provide a thorough and timely orientation for Members of the Committee and, along with the Past Chair, serve as a mentor to Members, especially new Members of the Committee.
- Preside over all meetings of the Committee, assuring that appropriate and fair processes are followed, and that appropriate records are maintained.
- Demonstrate and foster a culture of professionalism, open discussion, and confidentiality.
- Develop a timeline for annual Committee activities in cooperation with the VC TA.

The responsibilities of the Committee members and corresponding members are:

- Accept and carry out such tasks and responsibilities as are assigned by the Chair in a timely manner. These typically include:
 - Review conference applications and monitor the approved conferences.
 - Assist sections to submit proposals to host one of the flagship/portfolio conferences, evaluate their submissions, and ensure success of these conferences.
 - Assist in organizing conference education workshops.
 - Assist sections and subsections in planning and executing its flagship conferences.
 - Assist conference organizers.
 - Conduct meetings with Sections' conference coordinators.
- Participating in the committee meetings.

3. Reporting

Reports to the R8 Committee through the Vice Chair Technical Activities.

At every R8 Committee meeting, the report should include the list of

- recent conferences held since the previous report date (including number participants, papers, estimated surplus),
- closed conferences (including link to the final financial report), and
- approved conferences (including list of sponsors, financial share, location, website address, dates)
- any other issues considered important

4. Meetings

The Committee shall meet in person immediately before the Spring R8 Committee meeting if budget allows. In total, the Committee should meet at least 6 times per year.

5. Programs

The Conference Coordination Committee shall:

1. Ensure the growth and vitality of IEEE conferences within Region 8 and increase the Region 8 visibility through conferences
2. Maintain (as appropriate) governance documents related to Region 8 sponsored conferences
3. Maintain reports of the sponsored conferences to help ensure the success of future conferences
4. Perform projects and activities as assigned by the Technical Activities vice-chair
5. Review of the financial and technical co-sponsorship (TCS/FCS) requests
6. Periodically review the effectiveness of Region 8 sponsored conferences and recommend improvements as appropriate to the conference organizers and sponsoring IEEE units.
7. Monitor the IEEE conference schedules to seek out and assemble opportunities for Region 8 Entities (Sections, Subsections, Councils, Chapters, etc.) to participate in these conferences
8. Suggest new conferences where a need is recognized and suggest termination of conferences no longer needed or posing undue financial liability
9. Solicit proposals from sections and subsections to host flagship and portfolio conferences
10. Prepare motions for flagship and portfolio conferences site selection
11. Effective and timely conference planning and execution of Region 8 conferences
12. Work to assist sections and subsections in planning and executing their flagship conferences
13. Ensure success of the R8 conferences: call for bids, support, oversight, and organize handing over meetings with the organizers of previous edition and the next edition
14. Ensure proper budgeting and auditing of conference accounts
15. Review proposals of conferences to become portfolio conferences for a long-term involvement
16. Organize conference education workshops to the section leaderships and conference organizers
17. Give assistance to conference organizers and encourage them to develop programs that meet the needs of the attendees and create benefits for IEEE members and the greater technical community.
18. Conduct meetings with Sections' conference coordinators
19. Offer assistance and advice to IEEE Societies and Technical Councils planning to hold major conferences in Region 8.
20. Assist Region 8 Sections in attracting and participating in the organization of IEEE Society or Technical Council Conferences in their territory.
21. Coordinate with the R8 committees to organize in parallel to the R8 flagship and portfolio conferences student paper contests, membership booths, workshops (YP, SAC, industry, standards, professional, education).

6. Region 8 Conferences

Region 8 annually manages flagship and portfolio conferences.

Region 8 is the owner of four flagship conferences:

- MELECON: every two years (even years), held in one of the Mediterranean Sections

MELECON is a major international forum presenting design methodologies, techniques and experimental results in emerging electro-technologies. MELECON is one of the flagship conferences of the IEEE Region 8 with participants from all over the world. The purpose of this conference is to serve as a catalyst for the technical exchange between researchers and practitioners from different technological fields which include but are not limited to Control Systems, Communication and Information Technology, Mechatronics, Nano- & Micro-Electronics, Electrical Power Systems, and Signal & Image Processing. The technical program includes plenary sessions, regular technical sessions, special sessions, poster sessions and tutorials.

- ENERGYCON: every two years (even years), about energy topics, held anywhere in R8

ENERGYCON is an international forum for the exchange of ideas and innovative technologies on Sustainable Generation, Transmission and Distribution, Conversion and Utilization of Electrical Energy. It is also the premier IEEE Region 8 forum for the application of Electronics, Instrumentation, Information and Communication Technology in the Electrical Energy Industry.

- EUROCON: every two years (odd years), held in a European Section

EUROCON covers the full area of IEEE, e.g., Communications, Networks, Electronics, Energy, Mobile Computing, Cloud Computing, Software, Engineering, Nanotechnology, and E-learning.

- AFRICON: every two years (odd years), held in an African Section/Subsection

AFRICON covers the full area of IEEE, e.g., Communications, Networks, Electronics, Energy, Mobile Computing, Cloud Computing, Software, Engineering, Nanotechnology, and E-learning. The IEEE R8 Africa Council is FCS of this conference with 20% financial share.

The following conferences are also in the Region 8 portfolio:

- HISTELCON:

annual (held in R8 once every four years). Regions 7, 8, 9 and 10 jointly own the conference. The Conference was created by IEEE Region 8 and organized by this region in 2008 (France), 2010 (Spain), 2012 (Italy), 2015 (Israel), 2019 (Scotland), 2021 (Russia), 2023 (Italy), 2025 (Germany). Region 10 organized the Conference in 2017 (Japan).

HISTELCON is the only conference in the IEEE that addresses the history of technology and its implications for modern society, industry, and education, for this reason, it was transformed in a Multi-Regional Conference Series rotating between R7 (Canada), R8 (Africa, Europe and Middle East), R9 (Latin America and the Caribbean) and R10 (Asia Pacific), starting from 2026 edition. HISTELCON 2026 will be organized in R10.

HISTELCON aims to serve as catalyst for exchange of ideas on engineering and technology history from different technological fields. Participants with different backgrounds – engineers, historians, researchers in Science, Technology and Society, Museum curators etc. are brought together to help in creating a network between researchers and practitioners from academia and industry. The IEEE History Center and IEEE History Committee have usually served as technical cosponsors.

- IHTC: annual (held in R8 once every three years). Regions 7, 8 and 9 jointly own the conference. The IEEE International Humanitarian Technology Conference is a Multi-Regional Conference Series rotating between R7 (Canada), R8 (Africa, Europe and Middle East), and R9 (Latin America and Caribbean). This inter-disciplinary conference series focuses on showcasing challenges, success stories, lessons learnt, case studies and technological innovation related to achieving the UN Sustainable Development Goals (SDGs), ICT4D and the application of Humanitarian Technologies (including Disaster Relief and Disaster Recovery) and facilitating

engagement stakeholders from the public, private, education and research and societal sectors around the world. We place a particular emphasis on facilitating participation by key stakeholder groups from low and lower middle-income countries as well as low resource communities.

- RTSI: annual, held in a Region 8 Section. It covers the full area of IEEE, e.g. Electrical, Electronic and Information science, Industry 4.0, Smart Energy, Smart Mobility, Smart Healthcare, Logistics and Environment. The main purpose of the event is to promote and strengthen partnerships and cooperation between academia, industry and government bodies.

IEEE Region 8 may co-sponsor (FCS), or technically co-sponsor (TCS) other conferences, including workshops, symposia, and similar meetings, that serve to advance its mission and purposes and the interests of R8 IEEE members.

The net Conference surplus and deficit, after the return of the seed funding, shall be shared by the Financial Sponsors in the same ratio as stipulated in the conference application, unless otherwise agreed in the MOU.

7. Region 8 Conference Steering committee

Only R8 flagship and portfolio conferences have a R8 steering committee, proposed by the CoCC and approved by R8 OpCom.

The primary role of the R8 Steering committee is working on a list of best practices and lessons learned for that specific conference (each Flagship/Portfolio conference has its own peculiarities). This list shall be useful for the present and future organizers with the main goal of ensuring a standard level of quality and a continuous improvement of conference results (number of attendees, high technical quality, industry participation, involvement of students, YP, WIE, positive feedback by participants)

The list of best practices and lessons learned should be a living document enriched with multiple experiences of previous and present conference organizers.

The composition of the steering committees reflects this objective.

The recommended composition of the flagship and portfolio R8 steering committee is as follow:

- Previous conference chair/s
- Current conference chair/s
- Senior representatives from R8 (R8 director, VC TA, conference committee chair/representative)
- Host Section chair / representative
- other relevant IEEE or R8 representative/s for that specific conference
- (optional) Senior representatives from a non-IEEE organizing entity (university, national association/organization, etc.)

Future conference chair may be invited to participate in the steering committee meetings to gain experience.

One of the IEEE/R8 senior representatives will be appointed chair of the committee by the R8 OpCom.

8. R8 Conference benefits and requirements

Conference co-sponsorship is regarded as shared management. Region 8 provides the following benefits and requires some conditions as presented below:

Benefits of R8 Conference Sponsorship	Flagship	Portfolio	FCS	TCS	Concurring
1. Repayable Loan -seed funding (to be returned after conference closing)	USD 5k	USD 5k			
2. R8 Steering Committee	x	x			
3. Guidance of the organizing committee (by an assigned CoCC liaison member)	x	x	x	x	x
4. E-notices to R8 members	5	5	4	3	
5. R8 media publicity (R8news, social media, R8Today, ...)	x	x	x		
6. Organizing side R8 CoCC workshop/session/meeting	x	x			
7. Assistance for conference Application/MoU	x	x			
8. R8 Director participation in the opening session	x	x			
9. Participation of a R8 CoCC representative	x	x	x		
10. IEEE R8 booth	x	x			
11. Announce conferences in R8 website	x	x	x	x	
12. Organizing special events in cooperation with R8 Committees (SAC, YP, WIE, AfI, etc.)	x	x [#]	x ⁺		
13. Free plagiarism check provided by IEEE	x	x	x	x	x
14. IEEE Web hosting and IEEE domain for the conference website and email address provided by IEEE for each flagship/portfolio conference	x	x			

Requirements for R8 Conference Sponsorship	Flagship	Portfolio	FCS	TCS	Concurring
1. Region 8 FCS (%)	>=30%	>=30% *	>=5%	0%	NA
2. Local Organizing Section FCS (%)	>=50%	>=50% *	>=5%		
3. Local OU officer(s) involved as program committee co-chair(s)	x	x			
4. R8 Senior/Fellow members involved as conference co-chairs (CC), technical program co-chairs (TPC), program committee (PC) members	all CC and TPC	all CC and TPC	at least 1 CC, 1 TPC, 5 PC	at least 1 TPC, 5 PC	at least 1 TPC, 1 PC
5. Program committee members from different R8 countries	x	x	x	x	
6. Progress meetings of the organizing committee with the R8 CoCC representative (liaison)	Monthly	at least 4	at least 2	email	email

7. Involvement (FCS/TCS) of local Section and at least two local Chapters (or Societies / Councils/ IEEE Technical Communities/IEEE OUs) in the conference field	x	x	x	x	
8. Free Registrations for R8 representatives (including R8 student paper contest – SPC) that conference must provide	Up to 8	Up to 4	Up to 2	1	
9. Submit R8 Conference Final report (link)	x	x	x	x	x
10. Previous R8 involvement	NA	at least 1 edition as R8 FCS	At least 1 edition as R8 TCS		
11. Promote the R8 Voluntary Contribution Fund (VCF)	x	x	x		

* Unless otherwise stated in a specific Operations Agreement

Only when the conference takes place in R8

+ This possibility will be evaluated by the R8 case by case

The following approvals are required for each conference, in all cases after recommendation of the Conference Coordination Committee:

Approvals	Flagship	Portfolio	FCS	TCS	Concurring
R8 Committee approval of venue, general chairs and dates, and final conference report	x	x			
R8 OpCom approval of the conference committee and budget			x		
Vice Chair Technical Activities approval				x	x

In the case of Technically Co-sponsored Conferences, TCS fees, when applicable, will be passed to the conference.

9. Site selection process and criteria

The conference coordination committee announces the call for bids for flagship and portfolio conferences in the R8 website and via e-notice to all R8 members. The interested volunteers should work closely with the local IEEE units to prepare the proposal and a detailed budget.

IEEE Region 8 flagship and portfolio conferences are intended, among other things, to support IEEE OUs in the Region. Therefore, a bid to host one of the IEEE Region 8 Flagship conferences should originate from the host IEEE Section (or Subsection or Chapter, in cases where no Section exists in the host country).

Conference committee members should complete the online Training courses.

General conference chairs and finance chairs must be of Senior Member grade residing in R8 and well involved in the preparation of the bid.

The selection of the venue for the flagship and portfolio conferences shall be at least 2 years in advance. The venue proposal shall be selected based the following selection criteria, and recommended to the approval body defined above:

Criteria	Score (200 pts)
Section/Subsection vitality (number of events in the previous year, ontime submission of events and financial reports, recruitment % to goal, retention % to goal)	30 pts
Venue facilities (main venue and backup)	10 pts
Travel facilities to venue	15 pts
Committee - Experienced volunteers and R8 senior members	20 pts
Involvement of IEEE units and partners	20 pts
Industrial financial support (Patrons)	10 pts
Low registration fees	30 pts
Discussion of expected case, worst case, and best case; and if needed: in fully virtual – hybrid – fully physical	20 pts
Impact of organizing the flagship conference to the section activities	15 pts
Proposal highlights / presentation	15 pts
Endorsement / support letters	1 pts / letter (max. 5 pts)
No R8 flagship / portfolio conferences organized previously	5 pts
No same conference title organized previously in the section	5 pts

The selection of a proposal requires:

- Endorsement of the Section/Subsection Chair
- Involvement of the Section in organizing the conference
- Lower registration fees for IEEE members
- Budget plan for 20% surplus

The conference coordination committee should submit the selected proposal in a motion to the R8 Committee for approval.

10. Section Conference Coordinators

The CoCC recognizes the important role of the Section Conference Coordinators. They can learn from the IEEE MCE website and R8 CoCC education workshops all the news, tools, and requirements useful for IEEE conference organizers and act as a point of reference on these topics at the Section level.

Monitor the IEEE conference occurring in their Section and seek out opportunities for Section to participate in these conferences as TCS or FCS.

Give assistance and advice to Section conference organizers.

At the request of the Section Chair, they make recommendations for sponsorship approval.

Moreover, they could collect, from Section conference organizers, information and contacts of industry financial supporters, local associations, editors of journals, which are interested in direct cooperation proposals from new R8 conference organizers. Section conference coordinators should transmit this information to R8 CoCC.

11. Awards

None.

12. Contact

The Committee Chair can be contacted at conferences.officer@ieeer8.org

ACTION**M- 1 of 1**

TO: IEEE Region 8 Committee – Spring 2024

FROM: Region 8 Operating Committee

SUBJECT: Approval of changes to the IEEE Region 8 Humanitarian Technology Activities (formerly Humanitarian Activities) Committee Operations Manual.

EXECUTIVE SUMMARY

The new R8 HTAC Operations Manual reflects the name change to Humanitarian Technology Activities (HTA) Committee and updates its mission and programs to align with IEEE's mission and activities in the area and current practices.

The proposed change has been endorsed by the Region OpCom in February 2024.

PROPOSED ACTION

Resolved that the Region 8 Humanitarian Technology Activities Committee Operations Manual is approved as presented.

Strategic Goal(s) Supported

- Enhancing and supporting the IEEE Organizational Units and their activities within Region 8.

Financial Implications

- None.

Pros and/or Cons

- PROS:
 - Proposed name is more descriptive and better depicts the Committee's mission.
 - Mission is aligned with HTB's mission.
 - Updates description of the programs to align them with current practices.
 - Corrects spelling of award name.
- CONS:
 - Need to properly introduce the new name to the relevant audience to avoid confusions.

Implementation

- Changes will be effective upon approval.

IEEE Region 8 Humanitarian Technology Activities Committee Operations Manual

To be approved by the R8 Committee, March 2024

1. Charter

To inspire and empower IEEE volunteers in the Region carrying out and supporting impactful humanitarian technology and sustainable development activities at the local level.

2. Composition

The Committee consists of:

- Chair,
- Up to three (3) members,
- Up to six (6) corresponding members.

It is recommended that the immediate Past Chair of the Committee is appointed as member.

3. Reporting

Reports to the R8 Committee through the Vice Chair Member Activities.

At every R8 Committee meeting, the report should include:

- current number of SIGHT groups in the Region and changes since last report,
- statistics on the calls, including number of applications and projects, groups and initiatives funded,
- updates about the current status of programs and initiatives,
- any other issues considered important.

4. Meetings

The Committee shall meet in person immediately before the Spring R8 Committee meeting, if budget allows. In total, the Committee should meet in person and virtually at least 4 times per year.

5. Programs

The Committee works closely with respective Sections, SIGHT Groups and various OUs in the Region on humanitarian technology initiatives, leveraging collaboration within and outside IEEE.

5.1. Goals

The Committee:

- Supports SIGHT groups activities and encourage them to participate in Regional humanitarian technology activities,
- Develops programs and initiatives to enable volunteer engagement in humanitarian technology activities,
- Reviews and evaluates of the overall effectiveness of humanitarian programs,
- Recommends best practices as they relate to programs and projects,
- Evaluates of funding proposals for projects to be carried out at the local level,
- Connects with humanitarian volunteers and builds the optimal humanitarian team in the Region,
- Mentors existing SIGHT groups and prospective groups,
- Increases visibility of humanitarian technology activities within the Region,
- Encourages reporting of activities via vTools by monitoring and reaching out,
- Raises awareness of ongoing HTB/SIGHT activities,
- Encourages submission of HTB/SIGHT project proposals and proposals for funding of activities,
- Encourages celebration of SIGHT Week/Day across the Region,
- Encourages students and young professionals involvement in humanitarian technology activities,
- Organizes R8 Humanitarian Activities Congress when budget allows and collaborates in organizing humanitarian conferences,
- Recognizes exceptional SIGHT groups and volunteers,
- Collaborates and establishes partnerships with other IEEE OUs, with external organizations and other entities with similar goals on humanitarian projects.

5.2. Yearly Plans

Towards achieving its mission and goals, the Committee plans, manages, and participates in the following coordination groups and programs:

- Local Activities Coordination:
 - SIGHT Groups Monitoring and Support Program
 - SIGHT Groups Operations and Management
 - Regional SIGHT Groups Self-Assessment Report
 - Humanitarian Voices
 - SIGHT Groups Accelerator Program
 - Humanitarian Student Ambassadors Program

- Events Coordination:
 - Connecting Humanitarian Experts Webinars
 - SIGHT Week/Day
 - SIGHT Groups Coordination Workshops
 - R8 Humanitarian Activities Congress
 - R8 Humanitarian Technologies Hackathon
- Projects Coordination:
 - Community Support Program
 - Projects Monitoring and Visibility Program

5.3. Local Activities Coordination

5.3.1. SIGHT Groups Monitoring and Support Program

Description. Gathers statistical and leadership information for R8 SIGHT groups to identify actions needed for each case and communicate them to their leaders.

Objectives & Outcome. Each R8 SIGHT group shall be monitored for its activity status in order to provide guidance.

Operations & Timeline. On a quarterly basis.

5.3.1.1. SIGHT Groups Operations and Management

SIGHT groups shall be managed according to the SIGHT Group Operations Handbook, which ensures consistency in their operational practices across the world, provides guidelines to help them form and operate, and strengthens the resources and support system for their members.

5.3.1.2. Regional SIGHT Groups Self-Assessment Report

Regional SIGHT Groups Self-Assessment Report is used to ensure the vitality and the utilization of proper operational practices for R8 SIGHT groups. It uses closed survey questions in different categories and open-ended questions to assist R8 SIGHT groups on their activity planning and gather information about their needs.

5.3.1.3. Humanitarian Voices

Humanitarian Voices encourages R8 SIGHT groups to provide updates on ongoing activities in article format to increase visibility of activities across the Region and inspire SIGHT members. The goal is to deliver humanitarian technology activities and initiatives updates across our Region supported by photos on the field and highlight the achievements of SIGHT groups quarterly through R8 News.

5.3.2. SIGHT Groups Accelerator Program

Description. Provides R8 SIGHT groups with seed funding for the new year's activities based on their humanitarian efforts and activities of the past year.

Objectives & Outcome. Aims to recognize the success of the SIGHT groups activities, provide funding to organize more activities, help evaluate the health of the SIGHT groups and promote good practices.

Operations & Timeline. Call to take place once per year around Q4.

5.3.3. Humanitarian Student Ambassadors Program

Description. Supports and trains student volunteers to share IEEE humanitarian opportunities across our Region and impact the local communities.

Objectives & Outcome. Aims to increase awareness and knowledge about humanitarian technologies, increase the impact of existing SIGHT groups, and encourage the establishment of new SIGHT groups.

Operations & Timeline. Recruitment and training to take place once per year around Q1. Ambassadors should be continuously active and monitored around Q2-4 and activity recognition should be delivered in Q4.

5.4. Events Coordination

5.4.1. Connecting Humanitarian Experts Webinars

Description. Webinars on humanitarian topics presented by an expert in the field.

Objectives & Outcome. Targets to understand the humanitarian impact of achieving the UN SDGs from an engineering and technical perspective and how we can achieve these SDGs.

Operations & Timeline. On a quarterly basis.

5.4.1.1. SIGHT Week/Day

SIGHT Week/Day is the annual international celebration taking place in April to foster a spirit of community for the global SIGHT network and increase awareness of SIGHT within IEEE. The Committee coordinates regional celebrations, and reminds and encourages SIGHT groups to organize and host their own activities to celebrate SIGHT Day with their members

5.4.2. SIGHT Groups Coordination Workshops

Description. Online workshops with SIGHT group leaders and volunteers on challenging topics based on feedback from SIGHT groups using reports.

Objectives & Outcome. Provides support and guidance to R8 SIGHT groups to overcome any operational or organizational issues and obstacles they face or could face in the future and to ensure their optimal functioning.

Operations & Timeline. On a quarterly basis.

5.4.3. R8 Humanitarian Activities Congress

Description. Brings together R8 SIGHT group members to share results, lessons learned, and experiences with peers across the Region, and to discuss and address various humanitarian and community development projects, as well as to promote

the use of technology for social good. In person version of the Congress is encouraged to be conducted as a joint initiative with HTB.

Objectives & Outcome. The Congress typically includes presentations, workshops, and networking opportunities. During the Congress, attendees from different countries across the Region are expected to participate and interact to discuss and promote community development initiatives.

Operations & Timeline. Budget should be agreed with R8 OpCom in Q1. Congress to take place once per year around Q3-4, while program development and local organization to be coordinated around Q2-3.

5.4.4. R8 Humanitarian Technologies Hackathon

Description. Fosters competition amongst IEEE and SIGHT members through their solutions to specific humanitarian challenges and targets tech proposals around specific UN SDGs. Collaboration with SIGHT groups is highly encouraged for the hackathon organization.

Objectives & Outcome. Awards tech proposals that can solve humanitarian challenges. If winning OU doesn't have a SIGHT group, then they will be mentored towards forming one; otherwise, if it is a well-standing SIGHT group, then they will be mentored towards submitting a project proposal to a HTB/SIGHT CFP.

Operations & Timeline. Hackathon takes place once per year around Q3-4, while the organization process to be selected in Q1, and program development and organization to be coordinated around Q2-3.

5.5. Projects Coordination

5.5.1. Community Support Program

Description. A special SIGHT projects CFP in collaboration with HTB.

Objectives & Outcome. Provides support to R8 SIGHT groups to implement community support projects to address local community challenges.

Operations & Timeline. Budget and timeline should be agreed upon with HTB and R8 OpCom in Q1. Call to take place once per year around Q2-3. Application review and results announcement should be completed by Q3. Monitoring of projects progress and closing to take place around Q3-4 and Q1.

5.5.2. Projects Monitoring and Visibility Program

Description. A follow-up activity of the Community Support Program to monitor the current status of active humanitarian projects in R8 and implement a visibility plan to publicize IEEE impact on local communities.

Objectives & Outcome. Closely monitors active humanitarian projects in R8 to ensure smooth closing, establishes an online projects repository to ignite, and prepares a visibility plan to publicize volunteer's work.

Operations & Timeline. Timeline depends on respective CFP.

6. Awards

The Committee participates in R8 Awards and manages the **Outstanding Section SIGHT Group of the Year Award** and the **Outstanding Student Branch SIGHT Group of the Year Award** in cooperation with the R8 A&R and R8 SAC (for the student award) Committees. In specific, the Committee assigns members to review the applications, completes the procedure, and recognizes the winners. Awards eligibility, evaluation and prizes are defined in the R8 A&R Committee Operations Manual. Awards criteria are available at the [R8 HTAC website](#).

HTB/SIGHT offers the **IEEE Section SIGHT Group of the Year Award**, the **IEEE Student Branch SIGHT Group of the Year Award** and the **IEEE SIGHT Volunteer of the Year Award**. Awards criteria are available at [SIGHT website](#).

The Committee should encourage Section and Student Branch SIGHT groups to apply for Awards in order to raise their visibility and have their achievements recognized.

7. Contact

The Committee can be reached by email at humanitarian@ieee8.org.

**ACTION
3**

M- 1 of

TO: IEEE Region 8 Committee, March 2024

FROM: Marios Antoniou, Vice Chair Technical Activities
Tiziana Tambosso, Chair Conference Coordination Committee

SUBJECT: Approval of ENERGYCON 2026

EXECUTIVE SUMMARY

ENERGYCON (Energy Conference) is an IEEE Region 8 flagship conference organized every two years (even years) in one of the Region 8 Sections/Subsections.

ENERGYCON is an international forum for the exchange of ideas and innovative technologies on Sustainable Generation, Transmission and Distribution, Conversion and Utilization of Electrical Energy. It is also the premier IEEE Region 8 forum for the application of Electronics, Instrumentation, Information and Communication Technology in the Electrical Energy Industry.

The purpose of this conference is to serve as a catalyst for the technical exchange between researchers and practitioners in the energy field. The technical program includes plenary sessions, regular technical sessions, special sessions, poster sessions, and tutorials.

Previous editions:

- 2010: Bahrain
- 2012: Italy
- 2014: Croatia
- 2016: Belgium
- 2018: Cyprus
- 2020: Tunisia
- 2022: Latvia
- 2024: Qatar (in progress)

The Conference Coordination Committee (CoCC) sent to the R8 section chairs and R8 members a call for proposals to organize the 2026 R8 flagship and portfolio conferences.

Bids to organize 2026 ENERGYCON were received and evaluated by the Conference Coordination Committee on January 22nd, 2024. After detailed analysis and discussions, the Conference Coordination Committee members made the decision to select the **France Section to host in Paris the 2026 ENERGYCON** as the best submitted proposal, that fits with the objectives and the strategy of R8.

The R8 CoCC recommendation to organize ENERGYCON 2026 in CNAM, Paris, France was submitted for approval to the R8 OPCOM of February 5th, 2024

PROPOSED ACTION

Resolved that the organization of the 2026 edition of IEEE ENERGYCON is hereby approved as follows:

Title: IEEE ENERGYCON 2026

Dates: 27-29 October 2026

Venue: National Conservatory of Arts and Crafts (CNAM), Paris, France

General co-chairs: René Garelo (IEEE France Section Chair)

François Gerin (SEE President, France)

Number of participants: 150

Registration fee: US\$ 277-429 (reduced-regular)

Budget: US\$ 93,775 incomes, US\$ 74,921 expenses, US\$ 18,854 (25%) surplus

Region 8 share: 30% of the surplus (US\$ 5,656)

BACKGROUND INFORMATION



France bid does show a complete and detailed 2026 proposal, and shows:

- Very experienced organizing team
- Good venue infrastructure and travel facilities
- Section and many Chapters involved
- Potential Industrial financial Patrons
- Expected Impact on Section and Chapter Vitality
- Three budgets (best, expected, worst)

Further details in the following documents:

- [R8 Call for bids](#)
- [France proposal](#)
- [France budget](#)

ACTION 3

M- 1 of

TO: IEEE Region 8 Committee, March 2024

FROM: Marios Antoniou, Vice Chair Technical Activities
Tiziana Tambosso, Chair Conference Coordination Committee

SUBJECT: Approval of MELECON 2026

EXECUTIVE SUMMARY

MELECON (Mediterranean Electrotechnical Conference) is an IEEE Region 8 flagship conference organized every two years (even years) in one of the Mediterranean Sections/Subsections.

Topics cover the full area of IEEE, e.g., Communications, Networks, Electronics, Energy, Mobile Computing, Cloud Computing, Software, Engineering, Nanotechnology, and E-learning.

The purpose of this conference is to serve as a catalyst for the technical exchange between researchers and practitioners from different technological fields. The technical program includes plenary sessions, regular technical sessions, special sessions, poster sessions, and tutorials.

Previous editions:

- 1981: Israel
- 1983: Greece
- 1985: Spain
- 1987: Italy
- 1989: Portugal
- 1991: Ljubljana, Yugoslavia
- 1994: Turkey
- 1996: Italy
- 1998: Israel
- 2000: Cyprus
- 2002: Egypt
- 2004: Croatia
- 2006: Spain
- 2008: France
- 2010: Malta
- 2012: Tunisia
- 2014: Lebanon
- 2016: Cyprus
- 2018: Morocco
- 2020: (Virtual)
- 2022: Italy
- 2024: Portugal (in progress)

The Conference Coordination Committee (CoCC) sent to the R8 section chairs and R8 members a call for proposals to organize the 2026 R8 flagship and portfolio conferences.

Bids to organize 2026 MELECON were received and evaluated by the Conference Coordination Committee on January 22nd, 2024. After detailed analysis and discussions, the Conference Coordination Committee members made the decision to select the **Egypt Section to host in New Cairo the 2026 MELECON** as the best submitted proposal, that fits with the objectives and the strategy of R8.

ACTION 3

M- 2 of

The R8 CoCC recommendation to organize MELECON 2026 in New Cairo, Egypt was submitted for approval to the R8 OPCOM of February 5th, 2024

PROPOSED ACTION

Resolved that the organization of the 2026 edition of IEEE MELECON is hereby approved as follows:

Title: IEEE MELECON 2026

Dates: 2-4 February, 2026

Venue: Egypt University of Informatics, New Cairo, Egypt

General co-chairs: Reem Bahgat (President, Egypt University of Informatics)

Amr Adly (IEEE Fellow: President, Egypt Japan University for Science and Technology), Ahmed Madian (IEEE Egypt Section Chair, Nile University), Ahmed

Hassan Yousef (IEEE Egypt Section past chair, Egypt University of Informatics)

Number of participants: 270

Registration fee: US\$ 270-380(reduced-regular)

Budget: US\$ 86,570 incomes, US\$ 71,480 expenses, US\$ 15,090 (21%) surplus

Region 8 share: 30% of the surplus (US\$ 4,527)

BACKGROUND INFORMATION



Egypt bid does show a complete and detailed 2026 proposal, and shows:

- Very experienced organizing team
- Good venue infrastructure and travel facilities
- Many Sections, Chapters involved
- Potential Industrial financial Patrons
- Expected Impact on Section and Chapter Vitality
- Three budgets (best, expected, worst)

Further details in the following documents:

- [R8 Call for bids](#)
- [Egypt Proposal](#)
- [Egypt Budget](#)

ACTION

M- 1 of 2

TO: IEEE Region 8 Committee, March 2024

FROM: Marios Antoniou, Vice Chair Technical Activities
Tiziana Tambosso, Chair Conference Coordination Committee

SUBJECT: Approval of RTSI 2026

EXECUTIVE SUMMARY

RTSI (Research and Technology for Society and Industry) is an annual meeting of researchers and industry professionals in the field of electrical, electronic, and information science and engineering. Specifically, the main purposes of the event are:

- to promote and strengthen partnerships and cooperation between Academia and Industry;
- to increase understanding and awareness of how engineering and technology can positively affect quality of life;
- to promote discussion between the research community and government bodies about effective and successful research policies;
- to disseminate recent advancements, discoveries and applications;
- to discuss ideas and promote cooperation between researchers working in different research areas.

The conference originally created by the Italy Section and held in Italy for its previous 6th editions was included among the R8 portfolio conferences according to an agreement between R8 and Italy Section (every three years the conference will be organized in Italy). In 2022 was held in France and in 2025 the conference will be organized in Tunisia.

Previous editions:

- 2025: Tunisia – Tunis (approved)
- 2024: Italy- Milano (in progress)
- 2022: France-Paris
- 2021: Italy-(Virtual)
- 2019: Italy-Firenze
- 2018: Italy-Palermo
- 2017: Italy-Modena
- 2016: Italy-Bologna
- 2015: Italy-Torino

The Conference Coordination Committee (CoCC) sent to the R8 section chairs and R8 members a call for proposals to organize the 2026 R8 flagship and portfolio conferences.

Bids to organize 2026 RTSI were received and evaluated by the Conference Coordination Committee on January 22nd, 2024. After detailed analysis and discussions, the Conference Coordination Committee members made the decision to select the **Finland Section to host in Espoo the 2026 RTSI** as the best submitted proposal, that fits with the objectives and the strategy of R8.

The R8 CoCC recommendation to organize RTSI 2026 in Espoo, Finland was submitted for approval to the R8 OPCOM of February 5th, 2024

PROPOSED ACTION

Resolved that the organization of the 2026 edition of IEEE RTSI is hereby approved as follows:

Title: IEEE RTSI 2026

Dates: 19-21 August, 2026

Venue: Aalto University, Espoo, Finland

General chair: Pourakbari Kasmaei Mahdi (Finland Section Chair)

Number of participants: 150

Registration fee: US\$ 350-450 (reduced-regular)

Budget: US\$ 87,250 incomes, US\$ 70,090 expenses, US\$ 17,160 (24,5%) surplus

Region 8 share: 50% of the surplus (US\$ 8,580)

BACKGROUND INFORMATION

Finland bid does show a complete 2026 proposal, and shows:

- Experienced organizing team
- Good venue infrastructure and travel facilities
- Section, Chapter, Society involved
- Many potential Industrial financial Patrons
- Expected Impact on Section and Chapter Vitality
- Three budgets (best, expected, worst)

Further details in the following documents:

- [R8 Call for bids](#)
- [Finland proposal](#)
- [Finland budget](#)

ACTION

M- 1 of 2

TO: IEEE Region 8 Committee, March 2024
FROM: Adam Jastrzebski, Region 8 Treasurer
SUBJECT: Approval of the 2024 Region 8 budget

EXECUTIVE SUMMARY

At the time of the R8C meeting in Ottawa in August 2023, the R8 Committee approved provisional budget plan which assumed the same figures for 2024 Budget as in Budget 2023.

By the end of the year, actual spending was taken into account. Various unexpected events out of our control affected our activities. A careful analysis has been performed, with various options considered. The process is described in the document "18.4 IEEE Region 8 Budget 2024 Planning".

Region 8 OpCom endorsed the attached update to R8 budget for 2024 during its meeting in February 2024. The budget predicts a similar actual annual income as in 2023. It assumes that the transfer of the surplus from 2023 to support New Initiatives will follow the same formula as in 2023, i.e. 50% of Operational Surplus + \$150,000 = \$308,293 (subject to MGA approval). To maintain the balanced budget, Expenses are therefore reduced by \$153,450 or 12%.

PROPOSED ACTION

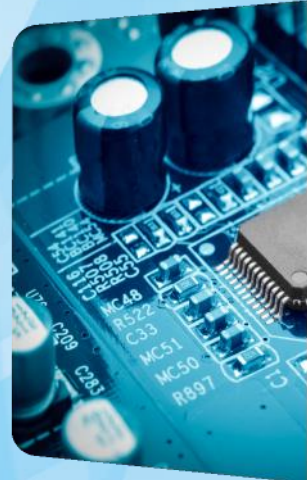
RESOLVED that the 2024 Region 8 budget as presented shall be approved. This budget includes:

- A 2024 balanced Budget without material surplus or loss.
- 2024 budget expenses of \$ 1,162,414.
- 2024 budget income of \$ 1,162,414 consisting of: actual annual income and savings of \$696,044, accruals of \$158,077, and \$308,293 transfer from actual 2023 operating surplus.

IEEE Region 8 Budget 2024 - recommended by OpCom February 2024 (USD)

BUDGET 2024 INCOME SUMMARY v2b	\$
Existing Activities including savings	696,044
New Initiatives (50% Operational Surplus)	158,293
New Initiatives (Additional request)	150,000
Accruals from 2023	158,077
TOTAL AVAILABLE	1,162,414

IEEE Region 8 Budget 2024 Allocation Proposal v2b February 2024			
Nominal Code	<i>Budget (\$) 2023</i>	<i>Budget (\$) 2024</i>	<i>Budget 2024 vs 2023</i>
1000 Committee general Total	750,267	730,100	97%
2000 Region 8 Director Total	43,880	31,000	71%
3000 Region 8 Director-Elect Total	8,776	7,000	80%
4000 Region 8 Past-Director Total	8,776	7,000	80%
5000 Vice Chair for Technical Activities Total	123,013	77,000	63%
6000 Vice Chair for Member Activities Total	119,820	75,000	63%
7000 Vice Chair for Student Activities Total	91,865	58,000	63%
8000 Region 8 Secretary Total	10,485	5,800	55%
9000 Region 8 Treasurer Total	24,482	13,437	55%
9100 Expenses from previous year Total	134,500	158,077	118%
Budget Expenses Total	1,315,864	1,162,414	88%



Motion - Recommendation to MGA to reduce IEEE e-Membership due for African countries

Isaac Adekanye

2-3 March 2024 – Vienna, Austria



Current model of IEEE eMembership dues

- ▶ Determined by the per capita Gross National Income (GNI), as published by the World Bank
- ▶ 32 extremely low-income countries (GNI \leq 1,046 USD)
 - 26 countries are from Africa
 - 35-49 USD for professional members
 - 5 USD for undergraduate students
- ▶ 90 countries low-income countries (1,046 USD \leq GNI \leq 15,000 USD)
 - 26 countries are from Africa
 - 86-102 USD for professional members
 - 14 USD for undergraduate students
- ▶ Notes:
 - List of countries not updated (China is included with GNI 21,250 USD)
 - <https://www.ieee.org/membership/join/emember-countries.html>
 - Africa: There are 54 countries



Discounts for IEEE traditional Membership dues

- ▶ **175 USD** for ALL African countries (including the extremely low-income countries)
- ▶ 50% discount
 - Annual income did not exceed **US\$16,200**
 - Retired (age >62 years)
 - Unemployed
- ▶ Traditional membership with discount = **87.50 USD** lower than eMembership



Alternate model of IEEE eMembership Dues

- ▶ Professional eMembership: 1% of the GNI
- ▶ Students: 1/3 of the professional eMembership

- ▶ Example for a country with GNI between 4,000 and 5,000USD:
 - 40 USD for professional eMembership
 - 13.33 USD for student eMembership



Why such a change is Needed....

- To provide Equity for the African engineers who would like to join IEEE
- To support members in low-income countries
- To help increase membership across Africa
- To create new OU. in Africa; that will help in organizing more IEEE activities
- To reduce the IEEE dues for members suffering with low salaries
- To retain members & students for longer periods
- To help African sections grow faster
- To reduce the gap between the student and professional eMembership dues
- To help retain students transitioning into young professionals
- The value of the USD has increased a lot compared to the local currencies



USD to NGN Chart +264.55% (2Y)

• 1 USD = 1,515.69 NGN Feb 14, 2024, 19:02 UTC

US Dollar to Nigerian Naira



USD to EGP Chart +76.30% (5Y)

• 1 USD = 30.9053 EGP Feb 14, 2024, 18:57 UTC

US Dollar to Egyptian Pound



USD to GHS Chart +135.12% (5Y)

1 USD = 12.4322 GHS Feb 14, 2024, 19:01 UTC

US Dollar to Ghanaian Cedi



USD to LYD Chart +248.47% (5Y)

1 USD = 4.8495 LYD Feb 14, 2024, 19:00 UTC

US Dollar to Libyan Dinar



Motion

The IEEE Africa Council requests the IEEE Region 8 to endorse motion for the IEEE Board of Directors to reduce the IEEE eMembership dues, to become proportional to the country's Gross National Income (GNI).



Thank you

