

**Unapproved Minutes of the  
123<sup>rd</sup> IEEE Region 8 Committee Meeting  
Saturday – Sunday, 19-20 October 2024  
Renaissance Bordeaux Hotel, Bordeaux, France**

The meeting presentations are available at the IEEE agenda tool: <https://agd.ieee.org/mpt/Agenda.aspx?eid=18788>. 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-october-bordeaux/>.

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

## Meeting Agenda

### Day 1: Saturday, 19 October 2024, 9:00-17:00h CEST

- |   |   |
|---|---|
| 1. Call to order and welcome (Piuri)  | 20. R8 Publications and communications (Sultan)           |
| 2. Housekeeping (Karadzinov)  | 21. Treasurer's report (Jastrzebski)                      |
| 3. Roll call (Karadzinov)   | 22. Treasurer's motions (Jastrzebski)                     |
| 4. Approval of the agenda (Piuri)   | 23. Group photo (Karadzinov)                              |
| 5. Approval of the consent agenda (Piuri)   | 24. Lunch 12:30-13:30                                     |
| 6. IEEE-USA President address (Moore)   | 25. Election procedure (Luque)                            |
| 7. IEEE Region 1 Director address (Prasanna)  | 26. VC Technical Activities - Presentations & Q&A (Luque) |
| 8. IEEE Region 2 Past Director address (Tilton)                                     | 27. VC Member Activities - Presentations & Q&A (Luque)    |
| 9. IEEE Region 4 Director address (Kelly)   | 28. VC Student Activities - Presentations & Q&A (Luque)   |
| 10. IEEE Region 7 Director address (Murad)  | 29. Secretary - Presentations & Q&A (Luque)               |
| 11. IEEE Region 9 Director address (Castillo)                                       | 30. Treasurer - Presentations & Q&A (Luque)               |
| 12. IEEE Region 10 Director address (Fung)  | 31. VCs, Secretary, Treasurer - Discussion & Vote (Luque) |
| 13. IEEE Division VIII Director address (De Florian)                                | 32. Coffee Break 15:30-16:00                              |
| 14. IEEE Foundation: Opportunities for Actions (Delimar)                            | 33. Zone Representative - Presentations & Q&A (Luque)     |
| 15. IEEE Humanitarian Technologies Board: Opportunities for Collaboration (Herbert) | 34. Zone Representative - Discussion & Vote (Luque)       |
| 16. Coffee Break 10:30-11:00  | 35. N&A Members - Discussion & Vote (Luque)               |
| 17. Director's report (Piuri)   | 36. Changes in the election schedule (Luque)              |
| 18. Director-Elect's report (Hinchey)   | 37. Announcing results (Luque)                            |
| 19. R8 Section vitality and development (Madureira)                                 | 38. Adjourn of the Day 1                                  |

### Day 2: Sunday, 20 October 2024, 9:00-13:30h CEST

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|--|---|
| 39. Call to order, Sun, 20 October 2024 (Piuri)        | 46. Vice Chair Members Activities report (Lesic)  |
| 40. Governing Documents (Luque)                        | 47. Vice Chair Members Activities motions (Lesic) |
| 41. Vice Chair Students Activities report (Aliyu)      | 48. Next meeting (Piuri)                          |
| 42. Vice Chair Students Activities motions (Aliyu)     | 49. Old business (Piuri)                          |
| 43. Coffee Break 10:30-11:00                           | 50. New business (Piuri)                          |
| 44. Vice Chair Technical Activities report (Antoniou)  | 51. Adjourn (Piuri)                               |
| 45. Vice Chair Technical Activities motions (Antoniou) | 52. Lunch 13:30-14:30                             |

## Attendance

### R8 Committee voting members present:

- |   |   |
|---|---|
| 1. Algeria Section Chair Kouzou Abdallah            | 9. Czechoslovakia Section Representative Kristian Hengster-Movric |
| 2. Austria Section Chair Thomas Strasser            | 10. Denmark Section Chair Amjad Anvari-Moghaddam                  |
| 3. Bahrain Section Treasurer Husham Ahmed           | 11. Egypt Section Chair Ahmed Madian                              |
| 4. Benelux Section Vice Chair François Rottenberg   | 12. Estonia Section Chair Dmitri Vinnikov                         |
| 5. Bosnia & Herzegovina Section Chair Branko Blanus | 13. Finland Section Chair Mahdi Pourakbari                        |
| 6. Bulgaria Section Chair Valentina Markova         | 14. France Section Chair Rene Garelo                              |
| 7. Croatia Section Chair Ana Katalinic              | 15. Germany Section Chair Jan Haase                               |
| 8. Cyprus Section Chair Aikaterini Papanikolaou     |   |

- |  |   |
|--|---|
| 16. Ghana Section Chair Mensah Sitti                       | 36. Serbia & Montenegro Section Chair Mladen Koprivica        |
| 17. Greece Section Representative Theodoros Chatzinikolaou | 37. Slovenia Section Chair Joze Guna                          |
| 18. Hungary Section Chair Levente Kovacs                   | 38. South Africa Section Vice-Chair Richard Millham           |
| 19. Israel Section Chair Shmuel Auster                     | 39. Spain Section Chair Edgardo Castronuovo                   |
| 20. Italy Section Chair Gianfranco Chicco                  | 40. Sweden Section Chair Andrei Gurtov                        |
| 21. Jordan Section Chair Mousa AL-Akhras                   | 41. Switzerland Section Chair Almedin Kavaz                   |
| 22. Kenya Section Chair Kithinji Muriungi                  | 42. Tunisia Section Chair / Zone Representative Habib Kammoun |
| 23. Kuwait Section Chair Abdullah Alqallaf                 | 43. Turkey Section Chair Nizamettin Aydin                     |
| 24. Latvia Section Vice-Chair Leonids Ribickis             | 44. Ukraine Section Chair Iryna Ivaseenko                     |
| 25. Lithuania Section Chair Borisas Levitas                | 45. UAE Section Treasurer Abigail Copiaco                     |
| 26. Malta Section Past-Chair Conrad Attard                 | 46. UK & Ireland Section Chair Paul Cunningham                |
| 27. Mauritius Section Chair Robert Ah King                 | 47. R8 Director Vincenzo Piuri                                |
| 28. Morocco Section Chair Badr Eddine El Mohajir           | 48. R8 Director-Elect Mike Hinchey                            |
| 29. Nigeria Section Chair Ifeyinwa Achumba                 | 49. R8 Past Director Antonio Luque                            |
| 30. North Macedonia Section Chair Anastas Mishev           | 50. R8 Secretary Ljupco Karadinov                             |
| 31. Norway Section Chair Kiran Raja                        | 51. R8 Treasurer Adam Jastrzebski                             |
| 32. Oman Section Chair Ahmed Al Maashri                    | 52. R8 Vice-Chair Member Activities Vinko Lesic               |
| 33. Poland Section Chair Marek Jasinski                    | 53. R8 Vice-Chair Student Activities Abdullateef Aliyu        |
| 34. Portugal Section Chair Rodolfo Oliveira                | 54. R8 Vice-Chair Technical Activities Marios Antoniou        |
| 35. Romania Section Chair Lucian Toma                      |   |

**R8 Committee voting members absent:**

- |  |  |
|--|--|
| 55. Belarus Section Chair VACANT                     | 62. Russia (Siberia) Section Chair Roman Gorbunov        |
| 56. Iceland Section Chair VACANT                     | 63. Russia Section Chair Sergey Banko4                   |
| 57. Iran Section Chair Hossein Askarian Abyaneh      | 64. Saudi Arabia (East) Section Chair VACANT             |
| 58. Iraq Section Chair Abbas Sadkhan                 | 65. Uganda Section Chair VACANT                          |
| 59. Lebanon Section Chair Hadi Kanaan                | 66. Western Saudi Arabia Section Chair Abdullah BinLadin |
| 60. Qatar Section Chair VACANT                       | 67. Zambia Section Chair Ariel Phiri                     |
| 61. Russia (Northwest) Section Chair Victor Sheludko |  |

**Committees of R8 members present:**

- |                              |                     |   |
|------------------------------|---------------------|---|
| 68. Gheith Abandah           | Chair               | Diversity, Equity and Inclusion Committee         |
| 69. Ana Madureira            | Chair               | Section Vitality & Development Committee          |
| 70. Mariya Antyufeyeva       | Chair               | Membership Development Committee                  |
| 71. Ines Inacio              | Chair               | Young Professionals Committee                     |
| 72. Wafa Ben Hmida           | Chair               | Women in Engineering Committee                    |
| 73. Peter Magyar             | Chair               | Life Members Committee                            |
| 74. Theodoros Chatzinikolaou | Chair               | Humanitarian Activities Committee                 |
| 75. Martin Bastiaans         | Chair               | History Activities (HA) Committee                 |
| 76. Tiziana Tambosso         | Chair               | Conference Coordination Committee                 |
| 77. Anna Litvinenko          | Chair               | Chapter Coordination Committee                    |
| 78. Andrejs Romanovs         | Chair               | Professional and Educational Activities Committee |
| 79. Toni Mattila             | Chair               | Action for Industry Committee                     |
| 80. Andreas Koltas           | Chair               | Voluntary Contribution Fund Committee             |
| 81. Ahmed Ayman              | SAC                 | Regional Student Representative                   |
| 82. George Michael           | Chair               | Electronic Communications Team                    |
| 83. Maria Efthymiou          | Member              | Electronic Communications Team                    |
| 84. Aniko Szakal             | Assistant Secretary |   |

**R8 Elections Candidates (not having other officer position):**

- |                         |                        |
|-------------------------|------------------------|
| 85. Filippo Sanfilippo  | VC MA Candidate        |
| 86. Mohamed Darweesh    | VC SA Candidate        |
| 87. Anastassia Gharib   | R8 Secretary Candidate |
| 88. Albert Lysko        | ZR Candidate           |
| 89. Ahmed Hassan Yousef | N&A Candidate          |

### R8 officers/volunteers present:

90. Dusanka Boskovic	Director-Elect 2025-2026
91. Isaac Adekanye	Africa Council Chair
92. Fay Majid Elhassan	Sudan Subsection Chair
93. Dennis Mwigusa	Tanzania Subsection Chair
94. Magdalena Salazar Palma	IEEE Public Policy Cmte Chair
95. Sameh Betamony	SYP 2024 Chair

### R8 guests and meeting presenters:

96. Keith Moore	IEEE-USA President
97. Bala Prasanna	IEEE Region 1 Director
98. Barry Tilton	IEEE Region 2 Past-Director
99. Constance Kelly	IEEE Region 4 Director-Elect
100. Thamir (Tom) Murad	IEEE Region 7 Director
101. Jenifer Castillo Rodriguez	IEEE Region 9 Director
102. ChunChe (Lance) Fung	IEEE Region 10 Director
103. Marko Delimar	IEEE Foundation Secretary
104. Lwanga Herbert	IEEE Humanitarian Technologies Board Director

### Others present:

105. Kathleen Weeks	IEEE Senior Corporate Development Manager
106. Marc Beebe	IEEE Senior Director
107. Ali Zolait	Bahrain Section Vice-Chair
108. Christoph Baer	Germany Section Vice-Chair
109. Davide Morgado	Portuguese Section Vice-Chair
110. Hassene Mnif	Tunisia Section Chair-Elect
111. Ilhem Kallel	Africa Council Secretary
112. Peter Nagy	Hungary Section Representative
113. Qinghua Wang	Sweden Section Vice Chair
114. Serge Dos Santos	France Section VP Technical Activities
115. Tomas Fryza	Czechoslovakia Section Secretary

### Local organizing team:

116. Pascal Lorenz	France Section Vice-Treasurer
117. Samir Lagoug	Local organizing team
118. Clément Bourretere	Local organizing team
119. Lucas Réveil	Local organizing team
120. Killian Montiege	Local organizing team

## Meeting minutes

### Day 1: Saturday, 19 October 2024

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

Vincenzo Piuri, Region 8 Director, calls the Committee to order at 09:03 h CEST and opens the 123<sup>rd</sup> 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. The full texts of the motions 2 to 5 are given as attachments in the appendixes of these minutes.

**Motion 1:** Approval of the **Minutes of the 123<sup>rd</sup> IEEE Region 8 Committee meeting** with appendixes

**Motion 2:** Approval of **changes to IEEE Region 8 Bylaws: Zone Representative** (MOVED TO ACTION AGENDA)

**Motion 3:** Approval of changes to the IEEE Region 8 Committees' OpMan: **Updated R8 CoCC Operations Manual**

PROPOSED ACTION: Resolved that the R8 CoCC Operations Manual is hereby approved as presented and summarized in the following (full text in appendixes):

- The scope of the R8 steering committee for the R8 flagship/portfolio conferences has been clarified and extended.
- The site selection process of R8 flagship/portfolio conferences has been clarified with a more detailed two-step procedure. The content of the letter of intent and of the endorsement letter has been explained.
- The virtual meeting with the bidders has been formalized.
- The final bid documents are also explained with more details.
- The main tasks of the Section Conference Coordinators have been better clarified.

**Motion 4:** Vice Chair TA motions: Approval of the IEEE Region 8 flagship/portfolio conferences - R8 Conferences Coordination Committee motions: **Approval of AFRICON 2025**

PROPOSED ACTION: Resolved that the organization of the 2025 AFRICON is hereby approved as follows:

Title:	2025 IEEE AFRICON
Dates:	10-12 December 2025
Venue:	Protea Hotel Polokwane Ranch Resort, Polokwane, South Africa
General co-chairs:	Prof. Mthulisi Velepini (University of Limpopo) & Prof. Pitshou Bokoro (University of Johannesburg)
Number of participants:	150
Registration fee:	USD 300-450 (reduced-regular)
Budget:	\$131,950 incomes, \$94,010 expenses, \$37,940 (29% surplus)
Region 8 share:	30% (\$11,382)

**Motion 5:** Vice Chair MA & SA motions: **Approval of IEEE Region 8 Volunteer Leadership Training 2025**

PROPOSED ACTION: After an open call for hosts and gathered submissions, R8 Membership Development and R8 Chapters Coordination committees jointly propose to select IEEE Tunisia Section, as one of the sections in IEEE Region 8 that is active, in good standing, and has met their recruitment goal in 2024, to host IEEE R8 Volunteer Leadership Training 2025 with event details as follows:

Title:	IEEE Region 8 Volunteer Leadership Training 2025
Dates:	Q1 of 2025
Venue:	Ramada Plaza by Wyndham, Tunis, Tunisia
Organizer:	Habib Kammoun (IEEE Tunisia Section)
Number of participants:	50
Budget:	\$10.500 (zero-balance event)
Registration fee and accommodation:	Sponsored by R8 MD and R8 ChCC

Jan Haase, Germany Section Chair, informs that another version of Motion 2 was emailed yesterday by Albert Lysko and raises a question which motion text is valid. Piuri explains that motions to change the R8 Bylaws must be sent to the R8 Committee at least 28 days in advance, so the version sent by Alber Lysko is not valid. Antonio Luque informs that the agenda point 40 is about these changes to IEEE Region 8 Bylaws and asks for removal of this motion from Consent Agenda. Motion 2 is removed from the Consent Agenda.

Voting takes place with 1 abstain, Almedin Kavaz (Switzerland Section Chair) no abstains, all others in favor. The consent agenda without the Motion 2 is **approved**.

## 6. Discussion – IEEE-USA President address (Moore)

Keith Moore, IEEE-USA President, presents IEEE-USA mission and vision, activities, IEEE-USA Public Imperatives and IEEE Global Policy Caucus (GPC).

**7. Discussion – IEEE Region 1 Director address (Prasanna)**

Bala Prasanna, IEEE Region 1 Director, starts the presentation with Regions 1 and 2 realignment, membership statistics of the two regions, challenges and opportunities resulting from their merger.

**8. Discussion – IEEE Region 2 Past Director address (Tilton)**

Barry Tilton, IEEE Region 2 Past-Director, presents Region 2 statistics, 2024 priorities, and regional realignment update.

**9. Discussion – IEEE Region 4 Director address (Kelly)**

Constance Kelly, IEEE Region 4 Director-Elect, presents Region 4 activities and members recruitment best practices.

**10. Discussion – IEEE Region 7 Director address (Murad)**

Thamir (Tom) Murad, IEEE Region 7 Director, presents the Region 6 overview and what makes IEEE Canada different.

**11. Discussion – IEEE Region 9 Director address (Castillo)**

Jenifer Castillo, IEEE Region 9 Director, presents the Region 9 statistics, initiatives, plans, and information management.

**12. Discussion – IEEE Region 10 Director address (Fung)**

ChunChe (Lance) Fung, IEEE Region 10 Director, presents updates from Region 10, two Zones division, challenges and focus.

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

Leila De Floriani, IEEE Division VIII Director and 2020 IEEE Computer Society President, is absent.

**14. Discussion – IEEE Foundation: Opportunities for Actions (Delimar)**

Marko Delimar, IEEE Foundation Secretary, presents the guiding principles, vision, mission and core values of the IEEE Foundation; funds as of 31 Dec 2023; donor supported programs & recent grants supporting R8 projects and their impacts.

**15. Discussion – IEEE Humanitarian Technologies Board: Opportunities for Collaboration (Herbert)**

Lwanga Herbert, IEEE Humanitarian Technologies Board Director, presents an overview of the humanitarian technologies at IEEE, the 2024 comprehensive partnership plan between HTB and R8, future plans and partnering for Impact 2025.

**16. Coffee Break [10:45–11:15]****17. Discussion – Director's report (Piuri)**

Vincenzo Piuri, R8 Director, presents obituary and asks for one minute silence in honor of Reginald Russell (1926 UK – 2024 UK), Region 8 Director 1973-1974; Treasurer, Secretary, and Chair of the IEEE United Kingdom and Ireland Section.

Then, Piuri 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.

**18. 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, events attended representing R8, as well as the appointments of committee's members and chairs for 2025.

**19. Discussion – R8 Section vitality and development (Madureira)**

Madureira, R8 Section Vitality and Development Committee Chair, presents the committee scope and goals, Sections reporting, the initiatives for formation of new sections/subsections, as well as the key changes and the timeline of the updated MGA geographic unit election process.

**20. Discussion – R8 Publications and communications (Sultan)**

Adel Sultan, R8 Publications and Communications committee Chair is absent.

## 21. Discussion – Treasurer's report (Jastrzebski)

Adam Jastrzebski, R8 Treasurer, presents the Treasurer's and Financial Report including: summary of recent activities, Financial Challenges in Region 8 regarding OFAC (USA) restrictions, new IEEE NextGen Banking Central System (NGBC) and its improvements and new coding system, 2024 IEEE R8 Budget report revenue and expenses summary, as well as R8 financial position as of 10 Oct 2024.

## 22. Motion – Treasurer's motions (Jastrzebski)

Adam Jastrzebski, R8 Treasurer, presents the motion for approval of the initial 2025 R8 Budget. Full text in appendixes.

### Motion: Approval of the initial 2025 Region 8 budget

PROPOSED ACTION: RESOLVED, that the initial 2025 IEEE Region 8 budget, identical to the current 2024 Budget as presented on the next page shall be approved.

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

## 23. Procedural – Group photo (Karadzinov)

Group photo is taken at the stairs in front of the Renaissance Bordeaux Hotel at 12:40 h CEST.



## 24. Lunch [12:45-13:45]

## 25. Discussion – Election procedure (Luque)

Antonio Luque, R8 Past Director and R8 Nominations and Appointments Committee Chair, informs about the voting procedures for the R8 officers elections taking place today. Then he presents the candidates and the order they will present themselves during the following agenda points in executive session:

### Region 8 Vice Chair Technical Activities 2025-2026

- Tiziana Tambosso
- Andrejs Romanovs
- Jan Haase

### Region 8 Vice Chair Member Activities 2025-2026

- Filippo Sanfilippo
- Peter Magyar
- Habib Kammoun

### Region 8 Vice Chair Student Activities 2025-2026

- Mohamed Darweesh
- Theodoros Panagiotis Chatzinikolaou

### Region 8 Secretary 2025-2026

- Ljupco Karadzinov
- Anastassia Gharib

### Region 8 Treasurer 2025-2026

- Andreas Koltes
- Adam Jastrzebski

### Zone Representative 2025-2026

- Albert Lysko
- Abdulateef Aliyu

**R8 Nominations and Appointments Committee Members 2025-2026** (3 positions) will not present themselves:

- Anastas Mishev, North Macedonia Section
- Ahmed Hassan Yousef, Egypt Section
- Hadi Kanaan, Lebanon Section
- Lucian Toma, Romania Section
- Gheith Abandah, Jordan Section

The petition period ended on 30 September and no petitions were received.

**26. Executive Session – VC Technical Activities - Presentations & Q&A (Luque)**

**27. Executive Session – VC Member Activities - Presentations & Q&A (Luque)**

**28. Executive Session – VC Student Activities - Presentations & Q&A (Luque)**

**29. Executive Session – Secretary - Presentations & Q&A (Luque)**

**30. Executive Session – Treasurer - Presentations & Q&A (Luque)**

**31. Executive Session – VCs, Secretary, Treasurer - Discussion & Vote (Luque)**

**32. Coffee Break [15:30–15:55]**

**33. Executive Session – Zone Representative - Presentations & Q&A (Luque)**

**34. Executive Session – Zone Representative - Discussion & Vote (Luque)**

**35. Executive Session – N&A Members - Discussion & Vote (Luque)**

**36. Discussion – Changes in the election schedule (Luque)**

Antonio Luque, R8 Past Director and R8 Nominations and Appointments Committee Chair, gives the background information, whereas currently, Region officers other than Directors (Secretary, Treasurer, Vice-Chairs) are elected in the Fall R8C Meeting before their term starts and new Committee Chairs and members need to be appointed to start in January, which is a very tight deadline. If new officers are elected during the Spring meeting (around March/April) there is a 6 months overlap period that can be used as training for the new officers. No change is required to Bylaws or Operations Manual for this. Discussion follows on the pros and cons of this change in the election schedule.

**37. Discussion – Announcing results (Luque)**

Antonio Luque, R8 Nominations and Appointments Committee Chair, announces the results of the elections:

**Elected officers of the Region 8 are:**

- Tiziana Tambosso, Region 8 Vice Chair Technical Activities 2025-2026
- Habib Kammoun, Region 8 Vice Chair Member Activities 2025-2026
- Theodoros Panagiotis Chatzinikolaou, Region 8 Vice Chair Student Activities 2025-2026
- Ljupco Karadinov, Region 8 Secretary 2025-2026
- Adam Jastrzebski, Region 8 Treasurer 2025-2026
- Abdulateef Aliyu, Zone Representative 2025-2026

**Region 8 N&A Committee members 2025-2026:**

- Hadi Kanaan, Lebanon Section
- Lucian Toma, Romania Section
- Ahmed Hassan Yousef, Egypt Section

**38. Info – Adjourn of the Day 1**

The meeting recesses at 17:00 h (CEST).

**Awards and certificates of appreciation presented at the gala dinner**

Antonio Luque, R8 Awards and Recognitions Committee Chair, presents the following awards and certificates of appreciation during the gala dinner on the boat:

**Region 8 Awards**

1. 2024 Region 8 Volunteer Award: Ievgen Pichkalov, for outstanding contributions, dedication and service to his Section and IEEE.
2. 2024 Region 8 Outstanding Large Section Award: IEEE Italy Section, for delivering excellent services to members.
3. 2024 Region 8 Outstanding Medium Section Award: IEEE Lebanon Section, for delivering excellent services to members.
4. 2024 Region 8 Chapter of the Year (Large) Award: to IEEE CSS Italy Chapter, for delivering excellent services to members.
5. 2024 Region 8 Chapter of the Year (Medium) Award: IEEE VTS Portugal Chapter, for delivering excellent services to members.
6. 2024 Region 8 Chapter of the Year (Small) Award: IEEE SMC Tunisia Chapter, for delivering excellent services to members.
7. 2024 Region 8 Student Branch Chapter of the Year (Large) Award: IEEE ESPRIT CIS Student Branch Chapter, Tunisia, for delivering excellent services to members.
8. 2024 Region 8 Student Branch Chapter of the Year (Medium) Award: IEEE University of Jordan CS Student Branch Chapter, Jordan for delivering excellent services to members.
9. 2024 Region 8 Student Branch Chapter of the Year (Small) Award: IEEE ENETCOM CAS Student Branch Chapter, Tunisia, for delivering excellent services to members.
10. 2024 Region 8 Outstanding Women in Engineering Section Volunteer Award: Yusra Obeidat, for delivering excellent service to WIE members
11. 2024 Region 8 Outstanding Women in Engineering Student Volunteer Award: Nadine Jellali, for delivering excellent service to WIE members
12. 2024 Region 8 Women in Engineering Section Affinity Group of the Year Award: IEEE Morocco Section WIE Affinity Group, for delivering excellent services to members.
13. 2024 Region 8 Women in Engineering Student Affinity Group of the Year Award: IEEE ENSIT Student WIE Affinity Group, Tunisia, for delivering excellent services to members.
14. 2024 Region 8 Women in Engineering Student Affinity Group of the Year Award: IEEE National Engineering School of Sfax WIE Affinity Group, Tunisia, for delivering excellent services to members.
15. 2024 Region 8 Young Professionals Affinity Group of the Year Award: IEEE Lebanon YP Affinity Group, for their never-ending dedication and effort on carrying out the mission of IEEE Young Professionals in their Section
16. 2024 Region 8 Outstanding Section SIGHT of the Year Award: IEEE Tunisia Section SIGHT, for delivering excellent services to members and the local community
17. 2024 Region 8 Outstanding Student Branch SIGHT Group of the Year Award: IEEE Al-Balqa Applied University SIGHT, Jordan, for delivering excellent services to members and the local community
18. 2024 Clementina Saduwa Award: Magdalena Salazar Palma, for her noteworthy support for women in the profession through her engineering and career achievements and establishing a record of excellence.

## Day 2: Sunday, 20 Oct 2024, 9:00-13:30h CEST

### 39. Procedural – Call to order Day 2 (Piuri)

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

### 40. Motion – Governing Documents (Luque)

Antonio Luque, R8 Past Director, presents the background information on the discussion during the previous meeting in Vienna on the inclusion of the ZR as a voting member of the R8 Committee and R8 OpCom because at the moment his role is only defined in the MGA Board. Discussion follows with majority of R8 Committee members in favor of assigning specific tasks and responsibilities to the ZR in R8. Luque and Piuri explain that this is the first step whereas the role of ZR is specified in the R8 Bylaws and that the specific tasks and responsibilities can be added as a next step changing the R8 OpMan.

#### Motion: Approval of changes to IEEE Region 8 Bylaws

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

Additions ~~Deletions~~

#### 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
- Zone Representative
- 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.

*(no changes proposed to R8-3.1)*

#### **R8-3.1.1 OPERATING COMMITTEE (OPCOM)**

The Region 8 Officers and the Zone Representative 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.

The motion doesn't need a second as it comes from the OpCom. Voting follows with one against, Almedin Kavaz (Switzerland Section); three abstain, Branko Blanusa (BiH), Ana Katalinic (Croatia) and Abdulah Alqallaf (Kuwait); and 49 in favor. The motion **passes**. The motion will be sent to the MGA for approval.

#### **41. Discussion – Vice Chair Students Activities report (Aliyu)**

Abdullateef Aliyu, R8 Vice-Chair Students Activities, presents the Student Activities Committee (SAC) goals, 2024 R8 student membership and student R8 OUs statistics, status of annual reporting and dissolved R8 SB in 2024, organized trainings in 2024, Student and Young Professional Congress 2024 Grenoble, xSYP 2025 organization, as well as other planned activities. Aliyu also invites to the stage other volunteers present at the meeting to present the recent activities:

- Ahmed Ayman, Regional Student Representative – R8 SAC Officers Training, Alexandria; R8 SAC Counselors Training, Lecco; IEEE Duino 2024 update
- Ines Inacio, R8 YP Chair – xSYP 2025 organization
- Sameh Betamony, Chair – IEEE R8 SYP 2024 Congress, Grenoble, France.

#### **42. Motion – Vice Chair Students Activities motions (Aliyu)**

Students Activities motion is approved in the Consent Agenda (Motion 5)

#### **Certificates of appreciation presented**

Vincenzo Piuri, Region 8 Director, presents the following certificates of appreciation for exemplary service in hosting R8 flagship conferences, (before the coffee break):

##### **Certificates of appreciation**

1. IEEE Italy Section and Massimo Guarnieri, Giuseppe Pelosi, Stefano Selleri, Chairs of the Conference, for exemplary service in hosting IEEE HISTELCON 2023, Firenze (Italy), 7-9 September 2023
2. IEEE Kenya Section and Humphrey Muhindi, Vincent Egezza, General co-Chairs of the Conference, for exemplary service in hosting IEEE AFRICON 2023, Nairobi (Kenya), 20-22 September 2023
3. IEEE Qatar Section and Mohammed Al-Hitmi, Nasser Al-Emadi, Ridha Hamila, General Co-Chairs of the Conference, for exemplary service in hosting IEEE ENERGYCON 2024, Doha (Qatar), 4-7 March 2024 (none here to collect)
4. IEEE Portugal Section and Ana Madureira, Catarina Silva, Rodolfo Oliveira, General co-Chairs of the Conference, for exemplary service in hosting IEEE MELECON 2024, Porto (Portugal), 25-27 June 2024
5. IEEE Italy Section and Giambattista Grusso, Diego Ragazzi, General co-Chairs of the Conference, for exemplary service in hosting IEEE RTSI 2024, Lecco (Italy), 18-20 September 2024
6. IEEE France Section and its S&YP Organizing Team, chaired by Sameh Betamony, vice- chair Luca Persano, for exemplary service in hosting and organizing the IEEE R8 SYP 2024 Congress, Grenoble (France), 15-19 July 2024
7. France Section and Rene Garelo, 2023-2025 Chair, for exemplary service in organizing and hosting the IEEE Region 8 Committee Meeting, Grenoble, France, 13–14 July 2024

#### **43. Info – Coffee Break [10:20-11:00]**

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

#### 45. Motion – Vice Chair Technical Activities motions (Antoniou)

Technical Activities motions were approved in the Consent Agenda (Motion 3 and Motion 4).

#### 46. Discussion – Vice Chair Members Activities report (Lesic)

Vinko Lesic, R8 Vice-Chair Member Activities, presents the Membership Activities team, and membership summary: 82,505 members R8 on 20 Oct 2024; and X R8 members (455,379 IEEE) on 20 Oct 2024. Then he invites the Chairs of the Committees of R8 under his portfolio to present their respective activities:

1. Theodoros Chatzinikolaou, Humanitarian Activities Committee Chair
2. Ana Ines Inacio, Young Professionals Committee Chair
3. Mariya Antyufeyeva, Membership Development Committee Chair
4. Martin Bastiaans, History Activities Committee Chair
5. Peter Magyar, Life Members Committee Chair
6. Wafa Ben Hmida, Women in Engineering Committee Chair
7. Lesic on behalf of the Chair Rawane El Jamal, Entrepreneurship Committee Chair

Lesic than presents the activities of AdHoc Committees: Careers New Initiative AdHoc Committee; EPICS in IEEE AdHoc Committee; Territories in Crisis AdHoc Committee; IEEE Milestones Awareness AdHoc Committee; Senior Member Search AdHoc Committee; Fellow Members Search AdHoc Committee.

#### 47. Motion – Vice Chair Members Activities motions (Lesic)

Members Activities motion is approved in the Consent Agenda (Motion 5).

#### 48. Procedural – Next meeting (Piuri)

Vincenzo Piuri, Region 8 Director announces that the next 124<sup>th</sup> R8 Committee meeting will be held on Saturday-Sunday, 5-6 April 2025, at the InterContinental Hotel, Budapest, Hungary. On Friday, 4 April 2025, there will be meetings of the standing Committees of R8.

#### 49. Procedural – Old business (Piuri)

No issues reported under this agenda point.

#### 50. Procedural – New business (Piuri)

Vincenzo Piuri, Region 8 Director, asks members of the R8 Committee for any new business issue.

Abdallah Kouzou, Algeria Section Chair, express concern that vTools Officer Repotting allows Chapter Chairs to extent their term-in-office without having elections and suggests to block this possibility, for every change there should be approval by the Section Chais. Antonio Luque, MGA VP Elect, informs that there is a group at MGA working on this issue and a new election process that is implemented for Section Election in 2024, but will also be allowed and required for the Chapters in 2025. Piuri suggest that whenever such action is noticed to notify the R8 Director.

Mousa AL-Akhras, Jordan Section Chair, thanks Antonio Luque for his hard work in R8 as Director (also Elect and Past) and wishes him success at the new role in 2025 as the MGA VP.

Dennis Mwigusa, Tanzania Subsection Chair, reminds about the elevation of the Subsection to Section discussion in Vienna where activities will be an important criterion, not only the membership numbers. Piuri explains the procedure that a credible sustainable business plan is required, then the SVD and the OpCom will review it and send to the hR8 OpCom and Committee for approval. Without a proposal received there can be no action on elevation to a Section.

Kithinji Muriungi, Kenya Section Chair, invites R8 Committee members and officers to attend the IEEE Entrepreneurship in Kenya next week, whereas the IEEE president will also be present.

### 51. Procedural – Adjourn (Piuri)

Vincenzo Piuri, Region 8 Director, invites everyone to join him in the middle of the room and gives his farewell speech as last time having the honor to chair the R8 Committee meeting.

Then Piuri presents the following R8 certificates of appreciation for exemplary service and dedication to:

1. Habib Kammoun, Region 8 Zone Representative 2022, 2023-2024
2. Marios Antoniou, Region 8 Vice Chair for Technical Activities 2023-2024
3. Vinko Lešic, Region 8 Vice Chair for Member Activities 2023-2024
4. Abdullateef Aliyu, Region 8 Vice Chair for Student Activities 2023-2024
5. Ljupčo Karadžinov, Region 8 Secretary 2021-2022, 2023-2024
6. Adam Jastrzebski, Region 8 Treasurer 2019-2020, 2021-2022, 2023-2024
7. Antonio Luque, Region 8 Director Elect 2019-2020, Region 8 Director 2021-2022, Region 8 Past Director 2023-2024

Antonio Luque, gives his farewell speech as last time attending the R8 Committee meeting as an R8 officer that he has been in the last 11 years.

The meeting adjourns at 13:36 h (CET).

### 52. Info – Lunch (13:30-14:30)

Respectfully submitted,  
Ljupco Karadzinov, IEEE R8 Secretary

### Appendixes:

<b>Agenda point 5.</b> Approval of the consent agenda	page
Motion 3: Approval of changes to the IEEE Region 8 Committees' OpMan: Updated R8 CoCC Operations Manual ..12	
Motion 4: Vice Chair TA motions: Approval of the IEEE Region 8 flagship/portfolio conferences - R8 Conferences	
Coordination Committee motions: Approval of AFRICON 2025 .....	22
Motion 5: Vice Chair MA & SA motions: Approval of IEEE Region 8 Volunteer Leadership Training 2025 .....	24
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<b>Agenda point 40.</b> Motion: Approval of changes to IEEE Region 8 Bylaws: Zone Representative .....	27
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**ACTION****M- 1 of 1**

TO: IEEE Region 8 Committee, 19-20 October 2024

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

SUBJECT: Updated R8 CoCC Operations Manual

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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 evaluation procedure

**PROPOSED ACTION**

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

The scope of the R8 steering committee for the R8 flagship/portfolio conferences has been clarified and extended.

The site selection process of R8 flagship/portfolio conferences has been clarified with a more detailed two-step procedure. The content of the letter of intent and of the endorsement letter has been explained.

The virtual meeting with the bidders has been formalized.

The final bid documents are also explained with more details.

The main tasks of the Section Conference Coordinators have been better clarified.

## **IEEE Region 8 Conferences Coordination Committee Operations Manual**

Approved by the **R8 Committee October 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 tasks 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. Frequent CoCC virtual meetings shall be organized (at least 8 per year are recommended).

#### **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** (Mediterranean Electrotechnical Conference): 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** (International Energy Conference): 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** (HISTORY of ELECTROTECHNOLOGY CONFERENCE): 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** (International Humanitarian Technology Conference): 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** (Research and Technology for Society and Industry): 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.

After the approval (by the R8 Committee) of the R8 flagship/portfolio conference sites and organizers, the R8 CoCC will recommend the names of the members of the steering committees. They shall be approved by the R8 OpCom.

The role of the R8 Steering committee is to give support and guidance to the Conference Organizing Committee providing strategic direction and oversight and 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 is 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 co-sponsorship: benefits and requirements

R8 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 <sup>#</sup>	x <sup>+</sup>		
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 1TPC, 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	x	x	x	x	

Chapters (or Societies / Councils/ IEEE Technical Communities/IEEE OUs) in the conference field					
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 ( <a href="#">link</a> )	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.

## 10. Site selection process and criteria

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/portfolio conferences should originate from the host IEEE Section (or Subsection or Chapter, in cases where no Section exists in the host country) and the IEEE Section (or Subsection or Chapter, in cases where no Section exists in the host country) shall be involved in the organization.

The process of site selection and criteria are described in the following.

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 site selection is a **two-step procedure**.

The first step consists in the submission of:

- **Letter of intent**, sent by the person who is interested to organize the conference as general co-chair
- **Endorsement letter** signed by the IEEE Section Chair as representative of the Section that fully supports the organization of the event as stated in the letter of intent.

- In the **letter of intent**, the volunteer states the intention to organize the conference and:
- indicates the city and the venue (if already known)
- lists the organizations which will provide technical and organizational support (university/ies, chapters and other IEEE OUs, other not for profit organizations)
- includes the experience of the team in organizing IEEE international conferences and any other information useful to consider the proposed site and team as appropriate to organize the R8 conference.

This letter is typically one single page and should not exceed 3 pages.

In the **endorsement letter** the participation of the local Section as financial co-sponsor shall be indicated with the percentage of financial involvement (minimum 50%, maximum 70%). Participation of Section Chapters, and Affinity Groups as TCS is well recommended. Any additional information regarding how the Section will support the organization of the conference, including the participation in the organizing team is welcomed. This letter is typically one single page.

The endorsement letter shall be accompanied by the extract of the minutes of the Section ExCom meeting where the decision to host the conference has been taken. The extract of the minutes of the Section ExCom shall include the list of participants.

The second step (dead line is usually one month after the first step DL) consists in the upload of the final bid documents:

- **Detailed presentation**
- **Detailed budget**
- **Other supporting documents**

After the first step, the CoCC will organize a *virtual meeting with the bidders* to illustrate the selection criteria, answer their questions and provide guidance and advice on the preparation the final bid documents.

The interested volunteer should work closely with the local IEEE Section to prepare the final bid documents which will include:

- **detailed presentation (ppt) showing**

- Brief information on the hosting country (include list of restrictions, if any)
- Details on the proposed venue facilities and at least one possible backup
- Details on how national and international researchers can reach the venue (Travel facilities)
- Technical topics covered within the conference
- Proposed organizing committee (Conference chairs, Program committee chairs, Treasurer, Publication chair) <[more details](#)> (general conference chairs, TPC Chairs must be at least of Senior Member grade residing in R8)
- List of involved IEEE units and List of partners
- Expected industrial financial support (Patrons)
- Expected impact of the conference for the IEEE OUs (section, subsection, chapter) vitality
- Budget summary, registration fees, and balance for the expected case, worst case, and best case; according to the number of paid participants (consider fully physical attendance)
- Details on your plan if 100% virtual or hybrid model will be required. Budget summary, and registration fees
- Highlight the positive aspects of organizing the conference at the proposed section/subsection, How the local members will benefit, How IEEE will benefit
- Other useful information

- **A detailed budget** <[template](#)> for fully physical attendance model
  - Given the nature of these Conferences, it is important to keep the registration fees for IEEE members low
  - Includes all envisaged sponsorships (industrial, governmental, academia, etc.) enabling for reduced registration costs
  - Includes all envisaged expenses
  - Gives an indication of the surplus (recommended to be around 20%).
  - The conference budget should be realistic according to the number of expected participants.
  - If a hybrid model is selected all extra-costs should be included and motivated
  - The financial sponsorship share should be a minimum of 30% for Region 8 (unless otherwise stated in a specific Operations Agreement). The rest of the financial risk/reward balance and assessment percentage should be for the IEEE local Section with a minimum of 50% and a maximum of 70%. 20% can be assigned to other IEEE OUs like Sections/Chapters or according to specific agreements.
  
- **Other supporting letters** supporting your proposal. For example, supporting letters of IEEE OU or other TCSs, financial supporter, patrons.

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:

<b>Criteria</b>	<b>Score (200 pts)</b>
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 conference coordination committee should submit the selected proposal in a motion to the R8 Committee for approval.

When selected, all conference committee chairs should complete the online Training courses.

## **12. Section Conference Coordinators**

The CoCC recognizes the important role of the Section/Sub-Section Conference Coordinators (SCC).

The SCC will be appointed by the Section/Sub-Section Chair. He/she should be a volunteer who have an IEEE conference organizer experience.

The SCCs can learn from the IEEE CEE 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.

The SCC main tasks are listed in the following:

- ▶ Support conference organizers in the country
- ▶ Review the TCS/FCS applications that involve the Section and its chapters
- ▶ Support the section in organizing its conferences
- ▶ Monitor the IEEE conference occurring in the Section geographic area and seek out opportunities for Section to participate in these conferences as TCS or FCS.
- ▶ Coordinate with R8 Conference Coordination Committee

Moreover, SCCs can 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.

Every year an email to all new Section Chairs shall be circulated to ask for appointment of the SCC. The Section chair shall report the new SCC on Vtool reporting.

Every R8 committee meeting during presentation of CoCC activity the importance of the SCCs shall be underlined.

The R8 CoCC website will be updated with the new SCCs.

#### **14. Contact**

The Committee Chair can be contacted at [conferences.officer@ieeer8.org](mailto:conferences.officer@ieeer8.org)

## **ACTION**

**M- 1 of 2**

TO: IEEE Region 8 Committee, October 2024

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

SUBJECT: Approval of AFRICON 2025

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## **EXECUTIVE SUMMARY**

AFRICON is an IEEE Region 8 flagship bi-annual conference on the African continent. Topics cover the full area of IEEE, e.g., Communications, Networks, Electronics, Energy, Mobile Computing, Cloud Computing, Software, Engineering, Nanotechnology, and E-learning.

Previous editions:

- 2023: Kenya
- 2021: Tanzania
- 2019: Ghana
- 2017: South Africa
- 2015: Ethiopia
- 2013: Mauritius
- 2011: Zambia
- 2009: Kenya
- 2007: Namibia
- 2004: Botswana

Due to the internal problems of the Nigeria Section the next edition of AFRICON 2025 cannot be organized in Nigeria as approved during the R8 Committee meeting of March 2023.

The R8 OpCom, after long discussion decided to propose to the IEEE South Africa Section (ranked second in the first evaluation of the bid documents) the organization of AFRICON 2025.

The IEEE South Africa Section Executive Committee decided to fully support this proposal. An updated endorsement with all needed information was submitted for further evaluation and approved by the R8 OpCom by electronic voting on Oct. 14<sup>th</sup>, 2024.



**PROPOSED ACTION**

Resolved that the organization of the 2025 AFRICON is hereby approved as follows:

- Title:** 2025 IEEE AFRICON
- Dates:** 10-12 December 2025
- Venue:** Protea Hotel Polokwane Ranch Resort, Polokwane, South Africa
- General co-chairs:** Prof. Mthulisi Velempini (University of Limpopo) & Prof. Pitshou Bokoro (University of Johannesburg)
- Number of participants:** 150
- Registration fee:** USD 300-450 (reduced-regular)
- Budget:** \$131,950 incomes, \$94,010 expenses, \$37,940 (29% surplus)
- Region 8 share:** 30% (\$11,382)

**BACKGROUND INFORMATION**

South Africa proposal shows:

- Experienced organizational team
- Good involvement of industry as financial supporters
- Direct flights form Johannesburg (South Africa International Hub) to Polokwane International Airport
- Good venue infrastructures and backup solution
- Section with its EXCO supports the conference as 50% FCS
- IEEE Africa Council is 20% FCS
- The University of Limpopo strongly support the organization of the conference as well as the University of Johannesburg

**ACTION**

**M- 1 of 1**

TO: IEEE Region 8 Committee, October 2024

FROM: Mariya Antyufeyeva, Chair, R8 Membership Development  
Anna Litvinenko, Chair, R8 Chapter Coordination

SUBJECT: Approval of IEEE Region 8 Volunteer Leadership Training 2025

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**EXECUTIVE SUMMARY**

IEEE R8 Volunteer Leadership Training (VLT) is an annual face-to-face mode event organized as a cooperation of Region 8 Membership Development Committee and Region 8 Chapters Coordination Committee. It aims to train newly elected volunteers-officers and to develop the skills of more experienced volunteers-officers from sections in Region 8.

**PROPOSED ACTION**

After an open call for hosts and gathered submissions, R8 Membership Development and R8 Chapters Coordination committees jointly propose to select IEEE Tunisia Section, as one of the sections in IEEE Region 8 that is active, in good standing, and has met their recruitment goal in 2024, to host IEEE R8 Volunteer Leadership Training 2025 with event details as follows:

<b>Title:</b>	IEEE Region 8 Volunteer Leadership Training 2025
<b>Dates:</b>	Q1 of 2025
<b>Venue:</b>	Ramada Plaza by Wyndham, Tunis, Tunisia
<b>Organizer:</b>	Habib Kammoun (IEEE Tunisia Section)
<b>Number of participants:</b>	50
<b>Budget:</b>	\$10.500 (zero-balance event)
<b>Registration fee and accommodation:</b>	Sponsored by R8 Membership Development and R8 Chapters Coordination committees

**ACTION****M- 1 of 2**

TO: IEEE Region 8 Committee

FROM: Adam Jastrzebski, Region 8 Treasurer

SUBJECT: Approval of the initial 2025 Region 8 budget

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**EXECUTIVE SUMMARY**

The Region 8 OpCom unanimously endorsed the shown on the next page initial R8 budget for 2025 by email vote in October 2024.

The current 2024 version of the Region 8 budget was approved by R8CM in Vienna in March 2024. It had been designed after careful consideration of available income and the past experience of being able to implement the plans. As at present, our estimate is that we will be able to utilize about 80% of the 2024 budget. However, we always need to plan for more due to volunteer nature of our activities and unexpected events such as wars, travel visa restrictions, hyperinflation, and economic sanctions, which unfortunately have happened quite often in Region 8 recently.

We are also electing new OpCom members this year, who would probably very welcome a well-tested range of programs and activities covered by our current budget, but at the same time would like to add their own ideas. Therefore, realistically speaking, the budget proposed at this stage (version 0) will be subject to modifications once the new team is in place.

It is envisaged that the budget will be discussed in more detail at the OpCom meeting in November, in which both current and the new OpCom members will participate. The first updated version (version 1) will be produced for the OpCom meeting in January 2025. The next update (version 2) will be presented at the 124<sup>th</sup> R8C Meeting in Budapest, with most likely yet another update in June 2025.

**PROPOSED ACTION**

RESOLVED, that the initial 2025 IEEE Region 8 budget, identical to the current 2024 Budget as presented on the next page shall be approved.

<b>BUDGET 2025 v.0</b> Treasurer Adam Jastrzebski		
		
R8 Nominal Code	New IEEE Code	BUDGET (\$) 2025
0100 - Income: Balance/savings carried forward from previous year	3.95.0	\$466,370
0110 - Income: Regional Assessment: Membership Dues Element	3.12.0	\$431,699
0120 - Income: Rebate: MGA Allocation for Management of the Region	3.10.0	\$176,778
0130 - Income: Interest received: Bank accounts	3.45.0	\$36,649
0140 - Income: From Conference Co-sponsorship	2.50.1	\$13,081
0180 - Income: R8 SYP Registrations, Sponsorship	2.80.1	\$20,000
0190 - Income: Other	3.70.3	-
0210 - Income: Voluntary Contributions: Member Donations	1.10.1	\$13,429
0220 - Income: Support for Members outside of Sections	3.15.1	-
0230 - Income: Support from Organisations	1.20.1	-
0240 - Income: Support for Projects	2.90.1	-
0700 - Income: R8 as Intermediary	3.70.5	-
0750 - Income: Loan Repayment	3.75.0	\$4,409
<b>Budget Income Total</b>		<b>\$1,162,414</b>
<b>1000 Committee general Total</b>	<b>9.0x.xx</b>	<b>(\$730,100)</b>
<b>2000 Region 8 Director Total</b>	<b>9.1x.xx</b>	<b>(31,000)</b>
<b>3000 Region 8 Director-Elect Total</b>	<b>9.2x.xx</b>	<b>(7,000)</b>
<b>4000 Region 8 Past-Director Total</b>	<b>9.3x.xx</b>	<b>(7,000)</b>
<b>5000 Vice Chair for Technical Activities Total</b>	<b>9.4x.xx</b>	<b>(77,000)</b>
<b>6000 Vice Chair for Member Activities Total</b>	<b>9.5x.xx</b>	<b>(75,000)</b>
<b>7000 Vice Chair for Student Activities Total</b>	<b>9.6x.xx</b>	<b>(58,000)</b>
<b>8000 Region 8 Secretary Total</b>	<b>9.7x.xx</b>	<b>(5,800)</b>
<b>9000 Region 8 Treasurer Total</b>	<b>9.8x.xx</b>	<b>(13,437)</b>
<b>9100 Expenses from previous year budget Total</b>	<b>9.9x.xx</b>	<b>(158,077)</b>
<b>Budget Expenses Total</b>	<b>9.xx.xx</b>	<b>(1,162,414)</b>
<b>Balance: Income-Expenses</b>		<b>\$0</b>

## **ACTION**

**M- 1 of 2**

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

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### **EXECUTIVE SUMMARY**

MGA Operations Manual 9.2 establishes that “the Region shall appoint a Zone Representative to the MGA Board. The method of appointment of Zone Representatives shall be specified in the Region bylaws. The Region Director and Zone Representative shall originate from different Zones in their Region.

Region 8 shall have Europe, Greenland, Turkey, Israel, and the countries of Asia north of Iran, west of Pakistan, north and west of Afghanistan, and north of Mongolia and China, as Zone 8.A, and Africa and the countries of Asia located west of Pakistan and not included in the previous definition as Zone 8.B.”

This motion installs the R8 Zone Representative as member of the Region OpCom.

### **BACKGROUND**

During the 122<sup>nd</sup> Region 8 meeting in Vienna, the Region 8 Committee supported the inclusion of the Zone Representative as member of the R8 OpCom. Changes in R8 Bylaws are required for that.

This change in Bylaws has been endorsed by the Region OpCom in July 2024.

### **PROPOSED ACTION**

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

Additions

~~Deletions~~

### **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
- Zone Representative
- 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.

*(no changes proposed to R8-3.1)*

**R8-3.1.1 OPERATING COMMITTEE (OPCOM)**

The Region 8 Officers and the Zone Representative 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.

**Strategic Goal(s) Supported**

- Provides a platform for coordination, 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, and recognizes cultural differences

**Financial Implications**

- Increased travel expenses for OpCom face-to-face meetings, estimated in \$4K per year (2 meetings per year).

**Pros and/or Cons**

- PROS: Zone Representative will be informed of all matters related to the Region and will participate in the day-to-day operations.
- CONS: Zone Representative is an MGA position, whose roles and responsibilities are not defined by the Region. There is no specified role as OpCom member.

**Implementation**

- Will be in effect after the MGA Board approves the modifications to the Bylaws. The Director can invite the Zone Representative to attend and participate in OpCom meetings as guest at any time.