IEEE Communications Society
MEMBERSHIP PROGRAMS

November 26, 2001
Global Chapter Chairs Congress

Byeong Gi Lee
Director - Membership Programs Development
Outline

• Goals of Membership Programs
• Membership Programs Development Board
• Major Membership Programs
  – STG/PTG
  – DLP/CELP
  – RCCC/GCCC
  – CAA
• Chapters Funding and Other Chapters Support
Goals - Membership Programs

- Develop and maintain membership programs for the benefit of members.
- Contribute to membership development through membership programs services.
- Reshape all membership programs under global ComSoc’s view.
MPDB
Membership Programs Development Board

• Objective:
  • Develop programs from members’ perspective
  • Reflect global ComSoc’s spirit
  • Reflect grassroots experiences/opinions

• Approach:
  • Organize a strong MPDB under globally balanced participation of ComSoc Chapter Chairs
  • Arrange active involvement of Regional Directors
MPDB (cont’d)

• Organization:
  • Membership -- 12 ComSoc Chapter Chairs
    – 3 members from each of 4 ComSoc Regions
    – under each Regional Director’s recommendation
  • Advisors -- VP-MD, 4 Regional Directors

• Functions:
  • Reshaping of existing membership programs, and developing new ones.
  • E-mail discussions, semi-annual in-person meeting
MPDB Membership

• Chair Byeong Gi Lee Director for Mem. Prog. Dev.
• Members Craig Skinner Victorian Chapter Chair, AP
• Kwok Hung Li Singapore Chapter Chair, AP
• Niu Zhisheng Beijing Chapter Chair, AP
• Adam Livne Israel Chapter Chair, EM
• Juergen Lindner Germany Chapter Chair, EM
• Jens Zander Sweden Chapter Chair, EM
• Jose A de la O Monterrey Chapter Chair, LA
• Juan Pechiar Uruguay Chapter Chair, LA
• Tania Quiel Panama Chapter Chair, LA
• Aleksander Kavcic Boston Chapter Chair, NA
• Frederick Heather S. Md. Chapter Chair, NA
• Reza Soleymani Montreal Chapter Chair, NA
• Secretary Dongmyun Lee Grant Coordinator
**MPDB Membership (cont’d)**

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advisors</td>
<td>Naohisa Ohta</td>
<td>Asia Pacific Director</td>
</tr>
<tr>
<td></td>
<td>Trevor Clarkson</td>
<td>Europe, ME, Africa Director</td>
</tr>
<tr>
<td></td>
<td>Marcello de Campos</td>
<td>Latin America Director</td>
</tr>
<tr>
<td></td>
<td>Celia Desmond</td>
<td>North America Director</td>
</tr>
<tr>
<td>Ex Officio</td>
<td>Doug Zuckerman</td>
<td>VP- Membership Development</td>
</tr>
<tr>
<td>Staff</td>
<td>Carole Swaim</td>
<td>New York Headquarters</td>
</tr>
<tr>
<td></td>
<td>Fanny Su</td>
<td>Singapore Office</td>
</tr>
<tr>
<td></td>
<td>Jacque Kevers</td>
<td>Brussel Office</td>
</tr>
</tbody>
</table>
Major Membership Programs

• **Student Travel Grant** (STG)
  – Professional Travel Grant (PTG)

• **Distinguished Lecture Program** (DLP)
  – ComSoc Experts Lecture Program (CELP)

• **Regional Chapter Chairs Congress** (RCCC)
  – Global Chapter Chairs Congress (GCCC)

• **Chapter Achievement Award** (CAA)
  – formerly Chapter of the Year Award (CotYA)
Student Travel Grant (STG)

• STG Overview
  – STG (out-region, in-region) and PTG
  – A check of $1,000 ($600_{out-r}/$1,200_{PTG}) from 2001
    • was $800 ($500_{out-r}/$1,000_{PTG}) until 2000
  – Target conferences:
    • INFOCOM, NOMS/IN, ICC, WCNC, GLOBECOM
  – Number of grants
    • about 100 grants per year
STG (cont’d)

• Qualification
  – Valid membership of IEEE Communications Society at the time of application
  – Live outside the ComSoc Region where the conference takes place (*in-region* STG)
  – A student author who will present an accepted paper at the conference
  – Not have received a similar grant in the past 12 months
STG (cont’d)

• Selection Procedure
  – 1. Applications filed to the corresponding ComSoc Regional Director
  – 2. Evaluation by each RD based on ComSoc’s (paper review scores) as well as the region’s* own selection criteria
  – 3. Evaluation results collected by Grant Coordinator ** (MPDB Secretary) and organized into one ranked list
  – 4. Membership validity check carried out by ComSoc staff
  – 5. Final decision made by Director-MPD based on the ranked list, membership validity check, and the budget.

* Reflects each regional interests.

** Grant Coordinator becomes a TPC member of ICC/GLOBECOM and gets access to the review scores.
STG (cont’d)

• In 2000 (budget $100,000)
  – INFOCOM -- 3 grants
  – NOMS -- 4 grants
  – ICC -- 31 grants
  – WCNC -- 13 grants
  – GLOBECOM -- 47 grants
STG (cont’d)

• In 2001 (budget $125,000)
  – INFOCOM -- 9 grants
  – IN -- 3 grants
  – ICC -- 58 grants
  – WCNC – shifted from fall 2001 to spring 2002
  – GLOBECOM -- 62 grants

• 2002 Budget -- $100,000
Distinguished Lecture Program

- **Procedure**: 
  - 1. DLT proposal made to Regional Director (or RD may initiate DLTs)
  - 2. RD reviews the application and endorses (or turns down) the proposal
  - 3. MPD Director makes approval (delegated)

- **Note**: 
  - DL selection: by DL Selection Committee under VP – TA
  - Number of DLTs: 4 until 1999; 20 in 2000; 14 in 2001

* modified in 2000
DLP (cont’d)

• In 2000 (budget $ 60,000) -- 10 DLTs total
  – AP Region -- 2
    – Salah Aidarous, Vijay Bhargava
  – EAME Region -- 1
    – Manu Malek
  – LA Region -- 3
    – Andrea Fumagalli, Salah Aidarous, Andrzej Jajszczyk
  – NA Region -- 4
    – Salah, Aidarous, Dave Falconer, Steve Weinstein, Nelson Sollenberger
DLP (cont’d)

• In 2001 -- budget $ 60,000 -- DLTs total*
  – AP Region -- 3
    – Salah Aidarous, Vijay Bhargava, Justin Chuang
  – EAME Region -- 1
    – Sergio Benedetto
  – LA Region -- 1
    – Roberto Saracco
  – NA Region -- 3
    – Tsong-Ho Wu, Rodger Ziemer, Ted Sargent

• 2002 budget -- $ 40,000

*As of October 2001
ComSoc Experts Lecture Program

- **CELP Overview** (approved in BoG, Dec. 2000)
  - A flexible form of DLP with a wider lecturer pool
  - Every ComSoc member, meeting “ComSoc Expert” qualification, is eligible for CELP lecturer invitation
  - *CE qualification*: Senior member or higher grade, or a member with equivalent experiences, recommendation of colleagues (including ability of effective presentation)
  - Operation the same as the existing DLP and run by Director-Mem Prog Dev as an extension of DLP
  - Participants’ evaluation collected/evaluated by MPDB
  - A list of CEs maintained by DL Selection Committee
Regional Chapter Chairs Congress

• RCCC Overview
  – ComSoc Regional event run by Regional Director
  – An annual event (except for the years of GCCC)
    • held during a regional international event
    • all Chapter Chairs invited under ComSoc’s funding
  – Forum for discussion among all Chapter Chairs
    • exchange/share experiences of managing Chapters
    • get updated information of ComSoc and IEEE
    • make inputs/recommendations to ComSoc operation
RCCC (cont’d)

• In 2000
  – *AP Region*: Oct 31, during APCC 2000, in Seoul
  – *LA Region*: Sept 6, during BTS, in Gramado
  – *NA Region*: Nov 27-28, G’Com 2000, San Francisco

• In 2001 -- replaced with GCCC 2001

• In 2002 -- will resume
Global Chapter Chairs Congress

• GCCC Overview
  – A new program for promotion of ComSoc activities and membership development in Chapter level
  – Forum for discussion and exchange of experiences and information among Chapter Chairs
  – All Chapter Chairs, Chapter Coordinators, ComSoc BoG members invited under ComSoc funding
  – Run in rotation with RCCC (~$280K estimated)
  – First GCCC during GLOBECOM 2001
GCCC (cont’d)

• Participation
  – Chapter Chairs, BoG members, invited guests, ComSoc/IEEE Staff (logistics), paying attendees

• Main Programs (in 2001)
  – Orientation of staff support, regional meetings, sharing of experiences, generation of suggestions, discussions with BoG

• Future GCCC
  – To be determined after evaluating GCCC 2001
Chapter Achievement Award*

- CAA Overview
  - Awarded to the Chapter that provided best overall set of programs and activities
  - Awarded twice a year (ICC and GLOBECOM)
  - $1,000 ** honorarium and travel and living expense for the Chapter Chair to attend the conference to receive the award
  - Application directed to Director - MPD

* Formerly Chapter of the Year Award. Name change as of 2001.
CAA (cont’d)

- **CAA Selection Committee (effective from 2000)**
  - Chair: MPD Director
    - Byeong Lee
  - Members: four ComSoc Regional Directors
    - Naohisa Ohta (AP Region)
    - Trevor Clarkson (EMEA Region)
    - Marcello Campos (LA Region)
    - Celia Desmond (NA Region)
  - Ex Officio: VP-MD
    - Doug Zuckerman
CAA (cont’d)

CAA Selection Criteria (Point System)*

Technical Program & Educational Program  (weighing 4.0)  40
Public Affairs Program & Student Activities (weighing 2.5)  25
Advancements & Nominations  (weighing 1)  10
Membership Retention and Recruitment  (weighing 1.5)  15
Application Report  (weighing 1.0)  5
Meeting Reports  (weighing 1.0)  5

* Decided in 2000

100
CAA (cont’d)

CAA Recipients

<table>
<thead>
<tr>
<th>Date</th>
<th>Section/Council</th>
<th>Region</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 1994</td>
<td>Oakland East Bay Section</td>
<td>NA (Region 6)</td>
</tr>
<tr>
<td>June 1995</td>
<td>Chicago Section</td>
<td>NA (Region 4)</td>
</tr>
<tr>
<td>December 1995</td>
<td>Oakland East Bay Section</td>
<td>NA (Region 6)</td>
</tr>
<tr>
<td>June 1996</td>
<td>Toronto Section</td>
<td>NA (Region 7)</td>
</tr>
<tr>
<td>December 1996</td>
<td>North Jersey Section</td>
<td>NA (Region 1)</td>
</tr>
<tr>
<td>June 1997</td>
<td>Dallas Section</td>
<td>NA (Region 5)</td>
</tr>
<tr>
<td>December 1997</td>
<td>Oakland East Bay Section</td>
<td>NA (Region 6)</td>
</tr>
<tr>
<td>June 1998</td>
<td>Toronto Section</td>
<td>NA (Region 7)</td>
</tr>
<tr>
<td>December 1998</td>
<td>India Council</td>
<td>AP (Region 10)</td>
</tr>
<tr>
<td>June 1999</td>
<td>Victorian Section</td>
<td>AP (Region 10)</td>
</tr>
<tr>
<td>December 1999</td>
<td>C. New England Council</td>
<td>NA (Region 1)</td>
</tr>
</tbody>
</table>
## CAA (cont’d)

### CAA Recipients (cont’d)

<table>
<thead>
<tr>
<th>Date</th>
<th>Section</th>
<th>Region</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 2000</td>
<td>Dallas Section</td>
<td>NA (Region 5)</td>
</tr>
<tr>
<td>December 2000</td>
<td>Argentina Section</td>
<td>LA (Region 9)</td>
</tr>
<tr>
<td>June 2001</td>
<td>Dallas Section</td>
<td>NA (Region 5)</td>
</tr>
<tr>
<td>December 2001</td>
<td>India Section</td>
<td>AP (Region 10)</td>
</tr>
</tbody>
</table>


**Chapters Funding**

**Overview**

- Limited funding to assist ComSoc Chapters
- Chapters invited annually to submit proposals
  - activity financial support must be requested
  - innovative proposals encouraged
  - IEEE rebate guideline applies for routine activities
- Funding Decision Process (applies from 2001)
  - Regional Directors review the proposals and decide the level/amount of funding
  - Director - MPD makes the final decision
Chapters Funding (cont’d)

• Status:
  – ComSoc has 147+ Chapters in four ComSoc Regions
  – Request for funding used to be low but increases rapidly in recent years
    • low in 1999 and before (Chapters’ activity level low)
    • significantly increased in 2000
    • further increase expected in 2001 due to RCCCs held in 2000 and GCCC to be held in 2001
    • expect further increase in 2002 after GCCC 2001
Chapters Funding (cont’d)

• In 1999 (and past)
  – Funded $22,000

• In 2000
  – Original budget $40,000, Actual $55,000

• In 2001
  – Budget increased to $100,000

• In 2002
  – Budget $50,000
Other Chapter Services & Support

- Free Publications
- Chapters Manual
- New Chapter Formation Kit
- Web-site Space for Chapter Homepages
- Chapter Chairs Database
- Local Members Reception
- Executive Visit to Chapters
- Yearly Chapter Questionnaire
- New Member Financial Incentives
- Funding for Special Projects
- Arrears Campaign through Chapter Chairs
- New Member Recruiting via Chapter Chairs
- Communication between Chapters and Society
- Interaction with IEEE in membership activities