



**IEEE Communications Society  
Regional Chapter Chairs Congress  
EMEA RCCC 2017  
Paris, France  
20-21 May 2017  
Le Meridien Hotel / Courcelles Room**

# Program, Saturday, May 20, 2017

12:00 – 13:00	Lunch	
13:00 – 13:10	Welcome & Introductions	Harvey Freeman, Stefano Bregni, and Andrzej Jajszczyk
13:10 – 13:35	ComSoc Inside – Admin & Support	Susan Brooks
13:35 – 15:00	Member & Global Activities	Stefano Bregni
15:00 – 15:25	Membership Development	Zhensheng Zhang
15:25 – 15:45	Technical Activities and Industry Outreach	Adam Greenberg
14:45 – 15:00	Coffee Break	
15:00 – 15:30	Q&A Session about ComSoc	All
15:30 – 17:00	Chapter Chair Reports (max 5 min per chapter)	Chapter Chairs
19:30 – 22:00	ComSoc Hosted Dinner	All

# Program, Sunday, May 21, 2017

08:30 – 10:00	Chapter Chair Reports (max 5 min per chapter)	Chapter Chairs
10:00 – 10:30	DLT & DSP Coordination 2017	Chapter Chairs, Bruce Worthman and Zhensheng Zhang
10:30 – 10:45	Coffee Break	
10:45 – 11:40	Open Discussion: “About the ComSoc’s development in our Region”	EMEA Board & Chapter Chairs
11:40 – 11:50	Summing up the RCCC	Andrzej Jajszczyk
11:50 – 12:00	Closing Remarks	Stefano Bregni
12:00 – 13:30	Lunch	

# Steps to apply for DLT/DSP

## Initiated by chapter chair or regional rep

1. Identify a DL, any of the three options,
  - a. The primary hosting chapter chair checks the Comsoc DLT website to identify one or more DLs (location, topics)
  - b. The chair may be contacted by a DL for possible DLT
  - c. The chair works with regional DLT/DSP coordinator to identify a DL.

# Steps to apply for DLT/DSP

## Initiated by chapter chair or regional rep

2. DLT: Get 3 or more nearby chapters/locations involved
  - ▶ If it is a DL Tour, the primary hosting chapter chair communicates with neighboring local chapter chairs about their availabilities and topics of interest and identifies at least three nearby chapters/location/talks with agreed dates by all the parties involved (local chapters and DL). Chapters and DL should work out a preliminary itinerary. DL should prepare an estimation of the cost involved (airline tickets, taxi/parking, etc.).

# Steps to apply for DLT/DSP

## Initiated by chapter chair or regional rep

3. Work with regional DL coordinator and fill in a DLT application
  - DLT: Once the involved chapters and DL agree the dates of the tour, the primary hosting chapter chair should contact the regional DLT coordinator, fill in a DLT application form, and submit to regional Director and membership development Director for approval.
4. The hosting chapters expect to cover local expenses for the DL (shared by all hosting chapters).

# Chapter-funding program

▶ New “Initiatives” (2)	\$150 each
▶ Membership recruitment	\$200
▶ Speaker remuneration	\$250
▶ Web expenses	\$50
▶ Newsletter costs	\$75
▶ Administrative	\$75
▶ Other	\$50
▶ Total	\$1000

# Dinner

- ▶ Ma Chère & Tendre restaurant, lobby level
- ▶ 19:30