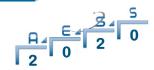


Growth Through Engagement and Teamwork

Michael Braasch VP - Conferences

January 28 & 29, 2021 Virtual Officers Meeting





Mission Conference Committee

- Enable high quality conferences/symposia/workshops
- Produce high quality technical content
- Facilitate the production of reasonable surpluses without sacrificing quality
- Refine and promote Best Practices in planning and managing conferences*
- Explore new conference delivery mechanisms*



^{*} Virtual and Hybrid events present new challenges



Big Picture Conference Committee

- COVID has changed everything
- Much of 2020 was spent in converting traditional conferences to virtual offerings
- Over 1700 IEEE events went virtual (1549) or hybrid (162) [per MCE Top Line Q4 2020]
- MCE has new hybrid/virtual guidelines: https://ieeemce.org/planning-basics/virtual-hybrid/





Big Picture (cont'd) Conference Committee

- Hybrid (in-person/virtual) conferences appear to be the way of the future
 - Silver lining is that, if done well, such offerings can yield increased attendance
- Regional workshops may offer opportunities in locations with regional travel restrictions





List of Goals Conference Committee

Short-term:

- Update conference guidelines
- Review all conference budgets
- Strengthen liaison for financially-sponsored conferences

Status:

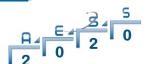
- Guidelines were temporarily sidelined
- Budgets are always reviewed
- Liaisons are reviewed with each conference application



List of Goals Conference Committee

- Three-year goals
 - Work with MCE to ensure budgets/peerreview/MOUs are meeting objectives
 - Increase surplus through new conferences and regional workshops
 - Revise? Encourage chapters and panels to consider new conferences and workshops?
 - Ensure all conference chairs are cognizant of guidelines and are examining historical results

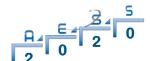




List of Objectives

- AESS conference guidelines update
 - Research/implement best practices for virtual and hybrid
- Conference budget review process
- Peer reviews / budgeted surpluses
- Conference leadership
- New TCS requests
- TCS quality





Update AESS Conference Guidelines

S – Review and update the guidelines; research/implement best practices for hybrid conferences; use MCE guidance as a starting point

M – Review and acceptance by the BoG

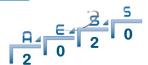
A – Assigned to: entire Conference Committee

R – ensuring conference quality

T – draft by Spring BoG; final by Fall BoG



8/3/2022



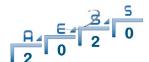
Conference Budgeting

- **S** Work with MCE to facilitate conference budget reviews
- M Tie conference budgets to applications
- A Assigned to: Braasch
- R helping to promote reasonable surpluses
- T NLT Fall BoG meeting



Peer Review / Budgeted Surplus

- **S** Ensure peer review / budgeted surplus
- M metric: Yes/No on each conference
- A assigned to: Braasch
- R relevant to which goal(s) and how? keep eyes on peer review and budget
- T time period for performance: executed each time a conference application is reviewed



Conference Leadership AESS Involvement

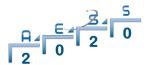
S – AESS members on organizing committees

M – metric: Yes/No on each conference (more generally: percentage of all conferences)

A – assigned to: Braasch

R – relevant to which goal(s) and how? keep eyes on peer review and budget

T – time period for performance: executed each time a conference application is reviewed



New TCS Requests

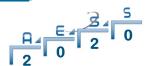
S – Agree to TCS when appropriate

M – metric: Yes/No decision in each case

A – assigned to: entire conference committee (and tech panels as appropriate)

R – relevant to which goal(s) and how? Core mission (entire committee is polled for input)

T – time period for performance: executed each time a new conference requests TCS



TCS Quality

S – Ensure quality in TCS conferences

M – metric: rigor of peer review process (e.g., number of reviewers on each paper)

A – assigned to: Braasch

R – relevant to which goal(s) and how? Core mission

T – time period for performance: executed each time a conference application is reviewed