

IEEE Japan Council Report For 2018

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PART A - SECTION SUMMARY

A.1 Executive Summary

- Section Executive Committee Member List

<Council Officer>

Chair Toshitaka TSUDA
 Vice Chair Takao ONOYE
 Secretary Toshihiko SUGIE
 Treasurer Yukitoshi SANADA

<Section Representatives>

Fukuoka Section Chair Tanemasa ASANO
 Hiroshima Section Chair Isao NAKANISHI
 Kansai Section Chair Miki YAMAMOTO
 Kansai Section Vice Chair Takashi MIZUOCHI (From June 5th 2017)
 Nagoya Section Chair Yutaka ISHIBASHI
 Sapporo Section Chair Yoshikazu MIYANAGA
 Sendai Section Chair Mitsutaka KAMEYAMA
 Shikoku Section Chair Masanori HAMAMURA
 Shin-etsu Section Chair Kiyoshi OHISHI (From April 1st 2017)
 Tokyo Section Chair Iwao SASASE
 Tokyo Section Vice Chair Yoshiaki SATO
 Tokyo Section Ex-Com Member Mayumi SUZUKI (From September 1st 2017)
 Tokyo Section Ex-Com Member Natsuko NODA

<Standing Committee Chairs>

Chapter Operations Committee Chair Minoru FUJISHIMA
 Student Activities Committee Chair Yasuharu OHGOE
 Awards Committee Chair Hideo KUWAHARA
 Industry Promotion Committee Chair Hidenobu HARASAKI

<Additional Members appointed by the Council Committee>

Past Chair Tomonori AOYAMA
 Past Secretary Hidenobu HARASAKI
 Past Treasurer Hiroki FUJISHIRO
 WIE Affinity Group Chair Natsuko NODA
 History Committee Chair (ad hoc) Isao SHIRAKAWA
 LRSC (ad hoc) Yasuhiro TAKISHIMA
 MD Coordinator Takako HASHIMOTO
 YP Coordinator Kojiro NISHIMIYA
 LMAG Coordinator Tomonori AOYAMA

<Ex-Officio>

MGA Membership Recruitment and Recovery Committee Chair Takako HASHIMOTO
 MGA Strategic Direction and Environmental Assessment Committee Takatoshi MINAMI
 Region 10 Director Elect Akinori NISHIHARA
 Region 10 Technical Activities Vice Chair Takao ONOYE
 Region 10 Life Members Coordinator Tomonori AOYAMA
 Region 10 Section & Chapter Coordinator Hidenori NAKAZATO
 Region 10 Advisory Committee Toshio FUKUDA

January 1st:

- Replacement of Sendai Section Chair, from Masataka NAKAZAWA to Mitsutaka KAMEYAMA, due to transference.
 - Replacement of WIE Affinity Group Chair, from Emi YANO to Natsuko NODA, due to transference.
 - Replacement of Tokyo Section EX-Com member, from Emi YANO to Natsuko NODA, due to transference.
- Council Highlights
 - Japan Council Executive Committee Meeting was held in Nagaoka on July 13th 2018 and discussed management status and issues of local section.
 - Japan Council supported MAW 2018 hosted by Fukuoka Section and to establish Hiroshima Student Branch in Hiroshima Section.
 - IEEE WIE International Leadership Summit 2018 Tokyo "My Life, My Career", November 9th, 10th, 2018.
 - Japan Council Executive Committee Meetings of 2018 were held 3 times, March 19th at Tokyo, July 13th at Nagaoka, December 4th at Tokyo.
 - Award
 - Supported to receive "2018 Supporting Friend Award of IEEE MGA" of Kansai Section.
 - Promoted to nominate the Medal, Recognition, Technical Field Awards.

A.2 Financial Report – (Please follow the format given below)

IEEE IEEE : Region 10 : Region 10 JPY Profit and Loss From Jan 2018 to Adjust 2018

Financial Row	Amount
Sales	
2.10 - Meetings & Social Events	¥114,000.00
3.10 - Rebate from IEEE HQ	¥32,647.00
3.20 - Region Receipts	¥433,755.00
3.30 - Sections or Councils	¥27,668,880.00
3.32 - Receipts from MGA Board, other Major Boards	¥198,400.00
3.40 - IEEE CB Account Interest	¥1,997.00
3.45 - Non-IEEE CB Account Interest	¥1,376.00
Total - Sales	¥28,451,055.00
Gross Profit	¥28,451,055.00
Overheads	
4.10 - Meetings & Social Events Expense	¥2,798,760.00
4.80 - Student Activities Expense	¥1,556,193.00
4.90 - Other Program Expenses	¥2,657,362.00
5.10 - Occupancy Expense	¥2,231,913.00
5.20 - Travel Expense	¥18,590.00
5.30 - Salaries Expense	¥6,205,203.00
5.50 - Support to Sections/Chapters Expense	¥7,149,457.00
5.60 - Other Management & General Expenses	¥1,703,124.00
Total - Overheads	¥24,320,602.00
Operating Profit	¥4,130,453.00
Net Profit/(Loss)	¥4,130,453.00

PART B - ORGANIZATIONAL ACTIVITIES

B.1 Membership Development Activities

Total number of active members in the past 3 years is as follows:

Year	H Total	F Total	SM Total	M Total	AM Total	GSM Total	StM Total	Grand Total
2018	3	493	992	10,528	362	1,557	405	14,342
2017	3	509	974	10,494	361	1,452	421	14,214
2016	3	519	935	10,631	369	1,408	401	14,266

(2018 : December 27th, 2018)

- **JC Membership Development (MD) Coordinator**

- JC-MD coordinator organized JC-WebEx meetings (April 10th, June 25th) and Face-to-Face meeting (September 18th) to understand current issues and best practices in all Japan's sections.
- Based on the statistical data on the number of membership, we analyzed member's factors of increase and decrease, and discussed countermeasures in these meetings.
- The website of each Section in Japan has been renewed for recruitment and retention, membership upgrade. Email announcement has also sent for promotion.
- Important information of MD activities was presented for raising conscious in every 2018 Executive Committee Meeting.

B.2 Chapter Activities

Chapters under Japan Council had been moved to the sections. Total number of Chapters in the Sections in Japan is 68.

- Japan Council Chapter Operation Meetings were held June 25th and November 15th for all Chapters belonging to Sections in Japan. Support policy and management manual, guideline for chapter awards are updated.
- Chapter awards and supports from Japan Council have been confirmed.

B.3 Professional and Continuing Education Activities

Education activities, such as pre-university student and outreach, which were conducted by sections in Japan were summarized as a list and announced for JC Executive Committee Meetings to share and promote activities.

B.4 Students Activities

- IEEE Student Branch has been established in 32 universities in Japan (as of December, 2018) and counselors assisted student activities in their branch.
- The HIROSHIMSA SECTION student branch has been formed on August 23th, 2018.
- Japan Council Student Activities Committee (SAC) has supported the Student Branch Leadership Training Workshop, the establishment of new Student Branches and continues support for their activities.

<Activities>

- August 7th,8th : Student Branch Leadership Training Workshop(SBLTS) was held at Tokyo Denki University, Tokyo.
- August 29th -September 2nd : Supported students to participate in the R10 SYWL Congress held at Bali in Indonesia.
- November 24th : Supported Japan's four SB students to participate the Paper Contest with Soul Section, in Soul .

<Support for Student Branch activities>

- JC SAC student representative is appointed from last year. Hokkaido University SB Chair S. Kikuchi is nominated as the representative of this year. By collaborating with JC SAC student representative, Tokyo Section student representative (Meiji University SB Chair W. Denta), and Kansai Section student representative (Kyoto University SB Chair S. Morita), we established a system to promote SB activities in Japan last year. Along with the guideline, JC SAC are

supporting SB papers contests and inter-SB exchange activities. To improve student retention, SBs collaborate with affinity group of YP, WIE, LMAG every year.

B.5 Affinity Group Activities

- **Women In Engineering (WIE)**
<WIE Administrative Meeting>
 February 22nd, March 14th, May 21st, July 11th, August 9th, November 10th, October 19th, November 19th.
<Activities>
 - April 4th: Presented and supported First Anniversary Memorial Ceremony of WIE Sendai Section
 - August 7th: Presented and supported WIE meeting at MIRU2018 Sapporo as cosponsor
 - August 29th -September 2nd: Participated and presented in the R10 SYWL Congress at Bali in Indonesia.
 - October 1st: IEEE Day Cerebration Tokyo organized by JC-WIE and Tokyo YP.
 - October 27th: Presented and participated IEEE SYW Workshop 2018, Hongik University, Seoul
 - November 3rd: The 15th IEEE TOWERS at Keio University.
 - November 9th,10th: IEEE WIE International Leadership Summit (ILS) 2018 Tokyo,
 - December 1st: Dedicated Ceremony of The 10th Career Development Essay Contest Award
 Co-organized by JC YP Coordinator, Tokyo/Nagoya/Kansai Section YP, Kansai/Sendai Section WIE
- **Young Professional (YP) Coordinator**
 YP Coordinator promoted the YP activities.
 - Published JC YP News Letter: Vol.1 March, Vol.2 September
<https://iee-jp.org/activity/yp-co.html>
 - August 29th -September 2nd: Presented and participated in the R10 SYWL Congress at Bali in Indonesia.
 - October 27th: Presented and participated IEEE SYW Workshop 2018, Hongik University, Seoul
 - December 1st: Dedicated Ceremony of The 10th Career Development Essay Contest Award
 co-organized by JC YP, Tokyo/Nagoya/Kansai Section YP, Kansai/Sendai Section WIE
 - JC YP Coordinator promoted Japan SYWL workshop in events as a main Steering group member.
- **LMAG Coordinator**
 - LMAG Coordinator supported life member activities. With the assistance of the coordinator, Sendai Section is preparing to establish LMAG in 2019.
 - August 29th -September 2nd: Presented and participated in the R10 SYWL Congress at Bali in Indonesia.
 - October 28th -31st: Presented and participated at IEEE TENCON2018, Jeju, Korea

B.6 Awards & Recognition Activities

Awards Committee Meeting was held October 19th 2018. Latest status and policy for nominations were discussed. Candidate nominations for various awards and fellows are encouraged through their sections.

- Recruitment and Retention Performance
 - 2018 Outstanding Section Membership Recruitment and Retention performance (Gold)
 Nagoya Section, Shikoku Section, Hiroshima Section
 - 2018 Outstanding Section Membership Recruitment Performance (Silver)
 Sapporo Section, Shin-Etsu Section, Tokyo Section, Kansai Section
- 2018 IEEE Annual Elections Highest Voting Percentage Award
 - 2nd: Nagoya Section
 - 3rd: Hiroshima Section

B.7 Communication Activities (Newsletter, Home Page, E-mail etc.)

- 3 articles were submitted to R10 newsletter.

- Home Page of Japan Council
<https://ieee-jp.org/en/>

For example, the meeting and the event schedule, award information, membership renewal promotion, chapter activity, annual election, and important management procedures have been updated.

Home Page is updated as soon as updated information is available. E-mail is also used to communicate with Japan Council members.

B.8 Industry Relations

To promote the relationship with IEEE and industry in Japan, Industry Promotion Committee meeting was held March 12th, June 26th and November 21st, 2018.

- November 5th : Supported MAW 2018 in Fukuoka
- November 9th,10th : Supported IEEE WIE International Leadership Summit (ILS) 2018 Tokyo.

B.9 Humanitarian Technology Activities

Japan Council has supported the establishment of Tokyo Section SIGHT. (#18-002, March 1st, 2018)

B.10 Community Activities

Japan Council WIE held IEEE Day Celebration in Tokyo in cooperation with SBs, YPs and LMAGs.

PART C - OTHERS

C.1 Special Events

- **IEEE WIE International Leadership Summit (ILS) 2018 Tokyo**

-Organized by IEEE Japan Council WIE-

IEEE WIE International Leadership Summit (ILS) 2018 Tokyo was held on November 9th,10th, 2018 at Shibaura Institute of Technology, Japan. 156 people participated in this summit and networking, including the IEEE Past President Ms. Karen Bartleson, R10 Director-Elect Prof. Akinori Nishihara, IEEE members and non-members in Industry and Academia.

WIE ILS Tokyo 2018, the first ILS in Japan, provides opportunities for global networking, mentorship and collaboration through highly interactive sessions designed to foster discussion and collaboration. WIE ILS Tokyo focused on providing leading-edge professional development for women who are starting or at the midpoint of their careers and aims to help female engineers and researchers maximize their potential and shine bright as a beacon in their respective fields.

The invited 16 speakers for main sessions and panel discussions, and 11 parallel sessions were organized.

<https://www.ieee-jp.org/japancouncil/affinitygroup/WIE/index.html>

- **Supported Tokyo YP 10th Anniversary Event was held at Nippon University December 1st, 2018.**

-Organized by IEEE Tokyo Section

The event's focus was to look into the highlights of the YP Tokyo Affinity Group during the past 10 years and to gather suggestions for future activities and direction. The key talks of the event were arranged into the theme 'Why I participated in YP activities', where volunteers shared their motivation and experience with YP Tokyo Affinity Group.

<http://yp.ieee.org/tokyo-young-professionals-10th-anniversary-congress/>

C.2 Relationship with National and International Societies and Non-Government Organizations (NGO)

Japan Council Supported the cooperation agreements between IEEE and 10 national academic societies.

<https://www.ieee.org/about/corporate/agreements/regional.html>

IEEJ, IEICE, IEICE/ISS, IEIJ, IPSJ, ITE, JSAP, JSSPRM, MSJ, SICE

C3. Collaboration with other IEEE Sections

Japan Council Student Activity Committee (SAC) supported the Joint Paper Contest of Tokyo Section and Soule Section. Four students attended the contest held on November 24th, 2018 in Soul.

C.4 Support extended to Sub-sections & Society Chapters within the Section

- Japan Council, COC, supported activities and management of the chapters in sections that are transferred from Japan Council to sections since 2014.
- Japan Council summarized chapter operation guide 2018 compliant with IEEE operation manual for JC-COC members, which includes conference application, procedure for concluding MOU, TCS Fee etc. in Japanese.

C.5 Best Practices of your Section (which you would like to share with other Sections for the benefits of members)

Japan Council released operational information guide for membership development officers in sections corresponding to IEEE URL (website) revision 2018 (in Japanese).

C.6 Problems anticipated and suggestions for solutions, if any

PART D - GOALS AND PLANS

D.1 Continuation of project/activity in progress and their implementation plans

- Japan Council has discussed Long Range Strategy for sustainable growth, and future plan. The Topics in 2018 are long term financial stability and sustainable growth taking into account the exchange rate and membership, new project leading to section's activities, and pre-university education (Outreach).
- Japan Council established steering group consisted of YP, WIE, SAC, LMAG and Secretary to support sustainable activities of "Japan SYWL workshop".

D.2 Goals and Future Plans

- Ensure the sustainable growth and financial stability considering exchange rate and membership.
- Membership recruitment and retention.
- Increase the relationship with IEEE and industry members, and provide benefit for industry members as well as academic members.
- Increase management efficiency and effectiveness, within the Japan Council
- Enhance collaboration:
 - ✓ Regional communities and other non-IEEE societies
 - ✓ Other IEEE Sections (joint activities with neighboring sections)

D.3 Any innovative ideas to make IEEE more creative and value added for sustaining the membership retention and recruitment goals.

D.4. Business Plan for Sustainable Growth and Financial Stability.

Photograph



Japan Council Executive Committee Meeting in Nagaoka on July 13th, 2018



IEEE WIE International Leadership Summit (ILS) 2018 Tokyo, November 9th, 10th, 2018

End