2021 IEEE R10 EXCOM Virtual Meeting
Date: 10 January 2021

2021 R10 SAC Committee Plan
Jennifer Chua Dela Cruz
2021-2022 R10 SAC Committee Chair
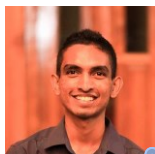*Warunika Hippola*
2021-2022 Student Representative

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IEEE R10 STUDENT ACTIVITIES COMMITTEE, 2021-2022

Prof. Jennifer Dela Cruz
Chair

Ms. Warunika Hippola
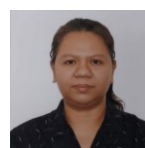Student Representative

Mr. Chamika Sudusinghe
Secretary
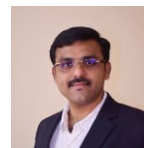
Prof. Huynh Thi Tanh Binh
Contests Coordinator

Dr. Vijayalata Reddy
Contests Coordinator

Dr. Jocelyn Villaverde
Awards Coordinator

Dr. Mamiko Inamori
Awards Coordinator

Dr. Nandan S.
Funding Coordinator

Mr. Chong Yu Zheng
Funding Coordinator

Mr. Christian Enoval
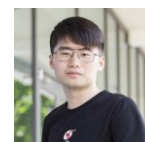Training & Webinar Coordinator

Ms. Ain Hamizan
Training & Webinar Coordinator

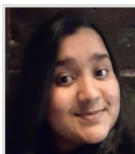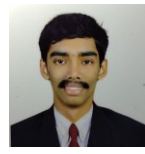**Mr. Sai Prashant**
Training & Webinar Coordinator

Mr. Feny Roy
Outreach Coordinator

Mr. Zheming Zhuang
Outreach Coordinator

Ms. Honey Sabu
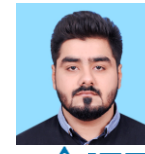Outreach Coordinator

Mr. Akarsh Ashok
Webmaster

Mr. Avishka Sandeepa
Graphic Designer

Ms. Thittaporn Ganokratanaa
Social Media Coordinator

Ms. Luvelin Ann Supporting Coordinator

Mr. Muzamil Mahmood
Supporting Coordinator

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2021 R10 Student Activities Committee Plan

Committee Structure

1.Advisors Deepak Mathur, Byung Gook Park
2.Chair: Jennifer Chua Dela Cruz
3.Regional Student Representative: Warunika Hippola
SAC Team

Objectives

1. Improve student engagement in IEEE R10 SAC activities
2. Improve student member retention rate in R10
3. Reviving and Closing Student Branches
4. Progress Student to YP transitions

Projects / Tasks

1. **Membership Development**
   - SAC Outreach Volunteer for China
   - R10 SAC and SSR Forum
   - Joint SB Initiative Fund
   - Membership Drives and Leadership Training Fund
2. **Webinar Series (Leadership & Educational)**
3. **Regular Activities**
   - R10 SAC Contests (R10 Student Paper Contest, R10 UG Video Contest and Website Contest)
   - R10 SAC Awards (R10 SAC Outstanding Student Volunteer and R10 SAC Outstanding Student Branch Award)
4. **Support MGA SAC Awards and Contests**
   - IEEE Outstanding Branch Counselor and Branch Chapter Advisor Award, IEEE Regional Exemplary Student Branch Award, Larry K. Wilson Regional Student Volunteer Award, The Darrel Chong Student Activity Award
   - IEEE Student Branch Website Contest (Regional Judging)

Budget

1. Membership Development: USD 8000
2. Contests: USD 2200
3. R10 SAC Awards: USD 900
4. Training and Webinar USD 600
5. Travel: USD 5000
6. Others: USD 2000

Total Proposed Budget : USD 18,700

Project / Task Measurable

Membership Development:
- Number of SBs revived
- Number of SBs closed
- Number of student Ambassadors Participated
- Trend of Student Member retention rate
- Trend of Student – YP transition rate
- Number of membership development activities organized.

Contests & Awards:
- Number of submissions
- Quality of Submission

Timeline & Metrics

1.Membership Development: Oct 2021
2.Webinar Series: Nov 2021
3.Awards: July 2021
4.Contests: September 2021

Section SAC Outreach Volunteer for China

Objective

Since there is a huge gap in the communication of the R10 members with students in China, (due to limited internet connection and restrictions on some essential platforms like Facebook, WhatsApp and google) a special set of outreach volunteers will be appointed for the following sections : Beijing, Chengdu, Guangzhou, Nanjing, Shanghai, Wuhan, Xian and Harbin. These volunteers will be coordinated by the R10 SAC outreach Coordinator. This team will be responsible for increasing awareness on R10 student activities in Chinese sections and conduct their own publicity campaign with the materials provided by the R10 SAC. This will not be a part of R10 SAC.

Budget: None

Tasks
- Appoint SAC outreach volunteers for China sections.
- Train the outreach volunteers by giving them clear tasks
- Check the progress of each volunteer quarterly and decide on the continuation of the member
- Give electronic certificates to retained volunteers at the end of the year

Task Measurables
- Participation of Chinese students in R10 contests, webinars and other events.
- Engagement of Chinese students as volunteers with R10 activities
- The tasks performed by each committee members at the end of each quarter
- The number of outreach volunteers retained after a year

Timeline: January 2021-December 31, 2021

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R10 SAC Joint SB Funding

Objective
The Initiative will introduce a fund/ grant to the sections that can be used for events involving at least 2 student branches, one that is currently inactive or struggling and another that is highly active. The initiative is created so that the inactive, struggling or newly formed student branches will have guidance and direction in order to be active.

Total Budget- USD 4000
Selected project's will be funded based on R10 Matching fund policy with a maximum of USD 400
Totally a maximum of 10 projects will be funded

Task Measurables
- Number of Student Branches Participated
- Number of Projects submitted
- Student member growth of inactive Student Branches
- Number of participants

Timeline
- Call for proposals: 28 Feb 2021
- Review Proposals: April-May 2021
- Duration given to organise projects- mid April – mid August 2021
- Claim for funds: August- September 2021

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R10 SAC Leadership Training and Membership Development Fund

Objective
The Initiative will introduce a fund/ grant to activities that focus in student membership development and/or student leadership training in Student Branch level or Section level within R10. The initiative is created to persuade sections to organize activities between Student Branches, student members and branch counselors giving training on leadership, successful execution of student branch program and to run membership drives aiming to enhance student membership number and its retention

Total Budget- USD 4000
Selected project's will be funded based on R10 Matching fund policy with a maximum of USD 400
Totally a maximum of 10 projects will be funded

Task Measurables
- Number of Student Branches Participated
- Number of participants
- Number of Projects submitted
- Student member growth

Timeline
- Call for proposals: March 2021
- Review Proposals: March – April 2021
- Duration given to organise projects- mid April – mid August 2021
- Claim for funds: August- September 2021

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Webinars and Training for 2021

Training / Webinar	Target Timeline	Target Participants	Measurable Impact	Budget Consideration
1. Webinar about IEEE R10 Awards	February 2021	R10 Student Members	Student Member Benefits	Prizes for games
2. SB Chairs and Advisers Summit	March 2021	R10 SB Chairs and Advisers	Interactions with SB Counsellor and Chairs to give the idea of SAC operations	Prizes for games
3. Professional (Webinar)	April & August 2021	R10 Graduate Students	Professional Development Engagement	Prizes for games
4. Technical/ Educational (Webinar)	May & September 2021	R10 Student Members	Technical Webinar or Workshop	Prizes for games
5. Non Technical (Webinar)	June & October 2021	R10 Student Members	Social Impact	Prizes for games
6. Humanitarian Webinar	July & November 2021	R10 Student Members	HAC and Special Project Funding Opportunities	Prizes for games
7. Leadership Training (Separate Budget Allocation)	TBA	R10 Student Members	Leadership and Technology Summit	From the R10 SAC Leadership Training and Membership Development Fund

R10 Standard Template for Publicity Flyers

Objective

Take advantage of virtual events for SAC activities. Since webinars are the most reliable event, a standard template will be provided for all student branches to easily recognize and promote the event. Other promotional events will be labeled and templates will be provided by R10 SAC. Student branches and sections posting a standard template will be eligible for the contests and awards.

Budget: None

Tasks
- Develop standard design templates for students activities i.e. webinars, training, promotions
- Cascade the design template to all student branches and chapters
- Monitor the student website publicities
- Include this in the metric for R10 awards and contest

Task Measurables
- Number of student branches and chapters who adopted the template

Timeline: January 2021-December 31, 2021

Contests
Opportunity to compete at international level

Activity	Proposed Improvements	Timeline
IEEE Region 10 Student Paper Contest	• Eligibility- all student members • A total of THREE WINNERS, 1 Female for WIE • Opportunity to participate in TENCON 2021 • Publish in IEEE Xplore • E-certificates • Cash Prizes for all the winners USD 300 1st , USD 200 2nd and USD 100 3rd USD 200 for WIE Best Paper Award	Call for Submissions: 1 March, 2021 Submission Deadline: 30 April, 2021 Winners announcement: Sept, 2021
IEEE Region 10 Student Website Contest	Aims to motivate student volunteers to use electronic media Calibrate contest mechanics and expect a more interactive website Cash Prizes for all the winners USD 300 1st , USD 200 2nd and USD 100 3rd	Call for Submissions: 1 March, 2021 Submission Deadline: 30 May, 2021 Winners announcement: August 2021
IEEE Region 10 Undergraduate Project Video Contest	Aims to improve the engineering students' communication and presentation skills to a wider online viewing community Cash Prizes for all the winners Cash Prizes : USD 300 1st , USD 200 2nd and USD 100 3rd 200 USD for WIE	Call for Submissions: 1 March, 2021 Submission Deadline: 30 April, 2021 Winners announcement: Sept, 2021

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Awards
Recognize the contribution of Student IEEE member

R10 Awards

1. IEEE Region 10 SAC Outstanding Student Branch Award
2. IEEE Region 10 SAC Outstanding Volunteer Award

1 winner/ 1 award, 300 USD

Schedule

Call for Nomination: February 2021

Nominators and Recipients Notified: August 2021

Support MGA SAC Awards & Contests

1. IEEE Outstanding Branch Counselor and Branch Chapter Advisor Award
2. IEEE Regional Exemplary Student Branch Award
3. Larry K. Wilson Regional Student Volunteer Award
4. The Darrel Chong Student Activity Award
5. IEEE Student Branch Website Contest (Regional Judging)

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