



2021 IEEE R10 EXCOM Virtual Meeting

Date: 10 January 2021

2021 R10 IEEE Region 10 Awards & Recognition Plans

Wu Qun

(2021-2022 R10 IEEE Region 10 Awards & Recognition Committee Chair)

2021 R10 Awards & Recognition Committee Plan

Committee Structure

Chair: Prof. Wu Qun

Members: Prof Elmer Dadios, Dr. Vinit Kotak, Han Shuai, Basabi Chakraborty, Helene Hoi-Ying Fung

Objectives

1. Encourage volunteers and OUs for excellence through R10 Awards & Recognition program
2. Strengthen R10 Awards & Recognition program to promote IEEE activities in the region.
3. Help R10 Coordinators to motivate volunteers across R10 in their areas.

Projects /Tasks

Project# 1: Review R10 A&R programs and make appropriate updates with Director's approval

Project# 2: Launch 2021 R10 Awards Program and Complete it on time.

Project# 3: Work with EXCOM members to explore opportunities for establishing new R10 awards.

Budget

Project 1: Nil expense

Project 2: USD 13,000 (Breakdown give below)

a. Outstanding S/M/L Section Award USD 3k (US\$1k/Section)

b. MD – Growth/Retention Award USD 3k (\$ 500 each for best S/M/L Section in two categories)

c. AG Awards USD 3k (\$500 each for 6 AG awards)

d. Awards Preparation USD 4k (Plaques, Membership & postage)

Project 3: Nil expense

Total: USD 13,000

Project / Task Measurable

Project 1: Review of R10 Awards and updates approval

Project 2: (a) Consolidated CFN issued on time

(b) Effective publicity on all channels

(c) Timely assessment of all nominations

(d) Announcement of winners on time

Project 3: Discussions for establishing new R10 awards

Major Milestones & Timeline

Project 1: Awards review and documentation (Mar 2021)

Project 2: CFN (Mar 2021), Assessments (Aug, 2021)
Winners Announcements (Sept 2021).

Project 3: Proposals – Discussions throughout the year.

Details of R10 ARC Project 1

- ▶ **Project:** Review of R10 Awards & Recognition Descriptions
- ▶ **Objective:** Update R10 Awards information for OUs and on the R10 Website
(Information will be circulated with the Call for Nominations)
- ▶ **Plan:** Send relevant Awards details to all R10 EXCOM member for review of their respective awards schemes
- ▶ **Timeline:** Start 01 January 2022 and complete all reviews by end of the month.
- ▶ **Deliverables:** Updated R10 Awards Document with Director's approval
- ▶ **Budget:** Nil

Details of R10 ARC Project 2

- ▶ **Project:** R10 Awards & Recognition Program
- ▶ **Objective:** Conduct R10 A&R program to encourage OU and motivate volunteers by recognition of outstanding contributions for IEEE & R10 goals.
- ▶ **Plan (Timeline for 2021):**
 1. Issue the consolidate Call for Nominations for all R10 awards (1st week of Mar 2021)
 2. Conduct comprehensive publicity campaign for maximum nominations (Mar – May)
 3. Process all nominations with the help of relevant committees (June – July)
 - R10 ARC will process the winners for the Outstanding Large/Medium/Small Sections and Outstanding Volunteers (June – July).
 4. Present list of winners for Director's approval (Aug)
 5. Announce results by email and R10 website/social media (Sept)
- ▶ **Deliverables:** Timely execution of R10 A&R program for recognising outstanding OUs' performance and volunteers' achievements across the region
- ▶ **Budget:** USD 13,000.00

Details of R10 ARC Project 3

- ▶ **Project:** Discussions for new R10 Award schemes
- ▶ **Objective:** Explore more opportunities for recognition of exemplary OU performances and significant services of volunteers.
- ▶ **Plan:**
 - Engage all R10 EXCOM member for possible new awards schemes.
 - Prepare appropriate Terms of Reference document for new award(s).
 - Seek Director's approval for including new award in R10 A&R Program
- ▶ **Timeline:** Discussions open throughout the year
- ▶ **Deliverables:**
 - Engagement with EXCOM members and initiating discussions
 - Inviting proposals from R10 during virtual R10 AGM in March.
- ▶ **Budget:** Nil

Thank you