

## **Report of 2023 IEEE Region 10 EXCOM Meeting 7 January 2023, Bangkok, Thailand**

The 2023 Region 10 EXCOM meeting was held on 7 January in Bangkok, Thailand. However, some members of the past and current committee were not able to attend this meeting due to the travel restrictions imposed by their countries or work commitment. R10 Director, Lance Fung was tested positive of Covid a day before the meeting and was self-isolated in the hotel. Past R10 Director, Deepak Mathur presided over the 2023 EXCOM meeting on his behalf. Lance joined the meeting online together with the rest of the members who were not able to attend this face-to-face meeting.



### **Minutes of EXCOM Meeting**

Secretary Michael Ong welcome all past and incumbent EXCOM members and other invitees to the 2023 Region 10 EXCOM meeting.

Lance delivered acknowledgement and thanks all the Committee Chairs for their hard work, dedication and commitment. He also announced that Past R10 Director Deepak Mathur has been elected as the 2023 IEEE VP-Elect, MGA.

This was followed by roll call by the Secretary. The EXCOM members joining this meeting online were: Lance Fung, Zia Ahmed, Sameer SM, Jing Dong, Wu Qun, Leon Lei, Sudeendra Koushik, JeongYon Shim and Seishi Takamura. Ramakrishna was not present at this meeting.

Secretary presented the agenda which was forwarded and shared with the EXCOM members prior to this meeting. The R10 EXCOM approved the agenda without any comments.

The Thailand Section Chair, Pongsakorn Yuthagovit gave the Welcome Remarks. Deepak thanks Pongsakorn for hosting the 2023 R10 EXCOM meeting in Bangkok. He also presented the tokens of

appreciation presented to Pongsakorn Yuthagovit and the Thailand Section Vice-Chair Supavadee Aramvith.

Deepak presided over a minute of silence that was held as a mark of respect for our senior R10 leaders, Prof Lawrence Wong, Prof BG Park and Mr Amarnath Raja, who passed away in 2022. Past Director, Deepak provided the R10 updates for 2022. He shared the R10 summary and spoke about the region realignment whereby R10 will be split into the North Asia Zone (to retain the name Region 10) and the South Asia and Pacific Zone (to be named as Region 11). This realignment will come into effect in 2028. He also provided a summary of the 2022 flagship conferences, SYWL Congress and the R10 Talk and Robotics Competition which he initiated in his term as Director. Deepak also gave out Certificates of Appreciation to the 2021-2022 EXCOM, thanking them for their hard work and services.

Lance delivered his Director Address online:

1. He reminded the delegates of the IEEE Mission and Vision  
Mission Statement - IEEE's core purpose is to foster technological innovation and excellence for the benefit of humanity.  
Vision Statement - IEEE will be essential to the global technical community and to technical professionals everywhere, and be universally recognized for the contributions of technology and of technical professionals in improving global conditions.
2. He shared the 2023 IEEE Region 10 focus to Inspire, Enable, Empower and Engage Members
  - Members
    - Recruitment, Retention and Rejuvenation
    - Enhance Membership value and promote awareness of Benefits
    - Create and facilitate opportunities for participation and engagement
  - Volunteers
    - Enable, Empower and Equip
    - Support, Educate and Engage
  - Leaders
    - Serve and lead by examples
    - Initiate Quality Programs with impacts and efficiency
    - Accountability, Ethical Behaviour and Professional performance
3. He presented the key activities for Region 10 in 2023
  - Region Realignment - Document and Procedures updates and development
  - Ethics Awareness and Advancement Committee - Promote Awareness of IEEE Code of Ethics and Code of Conduct
  - Section Congress 2023 - Section participation, training and vote for recommendations to IEEE priorities
  - Climate Change, Conference Quality and Development, Volunteer Upskills and Training, Philanthropy Initiatives, New Initiative Fund and Projects, R10 Robotic Competition
4. He also shared the challenges ahead
  - Membership Recruitment and Retention
  - Budgetary uncertainty due to inflation
  - Dynamic travel restrictions due to COVID
  - Demands on Volunteers' time and energy
  - Unfilled Volunteering Positions
  - Ensure compliance and uphold of ethical behaviours among volunteers and members
  - Changes in publications due to Open Access
  - Competitions on Conference sector

## Committee Presentations

### A. Membership Activities

Vice-Chair Preeti Bajai updated the meeting on the past membership projects and also provided a summary of the present activities of the 7 committees under her.

Life Members: Rajendra shared his plan to facilitate the formation of new LMAGs and to encourage LMAGs to engage LMs in activities. He also proposed to organize periodic LM / LMAG meetings and support the LMC & R10 LM competition and awards. He would like to continue to organise the LM track in R10 flagship Conferences.

Membership Development: The MD plan proposed by Prof Jadeja includes enhancing communication and collaboration with R10 Sections and Chapters, increasing membership and retention rate with valued service and activities, and encouraging the Sections to provide local benefits for highlighting IEEE membership.

Section & Chapter: Amit shared his 2022 report and presented 2023 plan for the formation of new Sections and Subsections in emerging countries, to support and elevate Subsections, and to also support the formation of new chapters in Sections with adequate members. He would also like to organize Special Sessions on Section and Chapter Activities in R10 Flagship conferences.

Student Activities and Student Representative: Jennifer and Warunika work plans include improving student engagement in IEEE R10 SAC activities and student member retention rate in R10. They hoped to revive some of the Student Branches and proposed ways for students transiting to young professionals.

Women In Engineering: Khanita plans to support WIE engagement amongst IEEE Regions, IEEE OUs, IEEE Technical Societies, and Sections Her committee will also support workshops and sessions at R10 flagship technical conferences to enhance engagement and also promoting membership in IEEE R10 WIE. She would also seek to increase new IEEE WIE Affinity Groups and revive inactive WIE AGs.

Young Professionals: Saaveethya would like to provide support for student transiting to YP, and also in the areas of professional and career Development for the young professionals.

### Discussion:

1. Harry McDonald asked the Membership Activities on the increased cost of air travel, as so much budget was being set aside in MD activities for travel, is it essential to have such a huge budget?
  - Preeti replied that with the decreased travel in the last few years, and the need for increased outreach, the travel does make sense, even though it is slightly higher than last year.
2. Nia requested YP to decrease the amount set aside for funding support?
  - Saaveethya replied that she will work on it. But the primary intention is to provide opportunities for more subcommittee members for external outreach.
3. Deepak commented that the actual budget would be much higher since there is more expense involved from Sections.
4. Janina said that more focus should be on student transition to YP activities
5. Nirmal Nair commented that the 2023 MD has the same leadership, even though there has been a strong history of activities the last 2 years. He said more new members should be brought in.
6. Nia commented that the Section & Chapter committee has also proposed a very high budget.
  - Amit replied that the committee is supporting the Maldives to form a Subsection,

which is taking up some budget. In addition, the budget for elevating Fiji Subsection will incur a high travel expense. He also planned to organize the Section Chapter Symposium in 2023. The budget is comparable to 2022 amount.

## **B. Professional Activities**

Past Nirmal presented the 2022 report, while Zia's 2023 activities work was presented and highlighted by Harry.

Educational Activities: Leon plans to provide guidance and assistance to Region entities in organizing EAC-related activities, to support and facilitate members and the public joining EAB programs, and to promote life-long learning IEEE Learning Network.

History & Individual Benefits Services: Harry intends to promote IEEE Milestones Applications, to record R10 history, and to initiate Stepping Stone recognition by adapting from Region 5.

Newsletter: Akila's objectives for the R10 Newsletter is to relay newsworthy Region 10 activities to its members in a timely and frequent manner. She will also report on appropriate IEEE matters. She intends to use the R10 Newsletter as a platform for relevant content creation and for sharing for IEEE R10. She hopes to enhance engagement and create awareness of IEEE to R10 membership.

Professional Activities: Daniel proposed to maintain and enhance members' lifelong employability and career prospects, and to foster collaboration with other business units to organize events benefiting members.

Strategic Planning & New Initiatives: Takako's objectives is to promote the growth and successful operations of R10 through strategic planning, namely to support "New Initiatives" (such as Climate Change, Diversity and Inclusion, and underserved membership), to encourage more members/non-members to participate in R10 activities, and working towards successful region realignment

### **Discussion:**

1. Kukjin Chun commented that we need to plan in advance how the leadership transition happens when R10 is split. Because the R10-R11 split will happen in 2028. So how would the Director election work?
  - Deepak Mathur replied that MGA will be coming up with the suggestions on this. Toshio reiterate that R10 (North Asia Zone) will conduct the Director-Elect election in 2024.
2. Toshio commented to Takako that we need solid tangible plans on what R10's plans are in terms of implementing strategic initiatives for addressing issues like Global Warming, etc.
3. Nia requested from the committee Chairs to provide the ratio of the travel budget compare to the total budget requested.

## **C. Technical Activities**

Vice-Chair Takao Onoye summarized the Technical Activities work plans for 2023.

Awards & Recognition: Jing Dong plans to publicize the reputation and importance of the IEEE R10 Awards and Recognitions program, to appreciate and recognize the OUs and volunteers for their contributions to IEEE and R10. She will also showcase excellent OUs and volunteers to set examples for others to follow.

Conference & Technical Seminar: Prof Jong Chang Yi present his support for the R10 flagship conferences and also organizing technical seminars in conjunction with the local Sections hosting the R10 EXCOM and AGM meetings.

Conference Quality & Management: The past Chair shared with the EXCOM that the conference quality workshops started in 2021 was extended to the Australia and New Zealand Sections in 2022. R10 Mini POCO has to be renamed this year. This year plans by Prof Sameer is to develop strategies and guidelines to address issues related to conference quality and management and working with IEEE MCE to roll out conference education to the section leaderships and conference organizers, and to provide training needs early in the organizing process to support better outcomes. He will also liaise with IEEE Conferences Committee, IEEE Conference Quality Committee, MGA and TAB on related to conference quality and management.

Humanitarian Technology Activities: Emi hopes to encourage IEEE members, students, young engineers, and WIE members to work in the humanitarian technology areas, especially at the regional level, and also to encourage Sections in R10 to support and contribute to the Humanitarian Technology areas. She will raise awareness and increase the visibility of R10 HTA among the IEEE local volunteers regarding the significance of the use of technology for the humanitarian through sessions (online/in-person) by very experienced SIGHT Volunteers/International Humanitarian Organization.

Industry Relations: Sanjay plans to strengthening Industry and Academia interactions through Workshops. He will also organize industry forum at TENCON, TENSYP and HTC.

Information Management: Vijay intends to improve R10's online presence and hopes to create consistent IEEE brand experience across R10. He will create an IM strategy for R10 website where he advocates the use of MGA IM tools to volunteers and OUs.

**Discussion:**

1. Some members raised the issue of having the 3 flagship conferences that are being held with dates close to one another.
  - o The conference organisers will look into changing their conference dates.

**D. Other Activities presentation**

Ethics Awareness & Advancement: Sudeendra presented his committee work plans online.

1. Nirmal asked is plagiarism something that will be accounted for under the purview of this committee?
  - o Sudeendra replied that following what's cited in the IEEE CoE, where there's a broader perspective on ethics, the issue of plagiarism is not in the purview of this committee at the moment.
2. Harry - Apart from the side of awareness, compliance and excellence, is the committee planning to look into the other side - non-compliance??
  - o Sudeendra replied yes. Lance commented R10 would look at it only until at Section Officer Level, not further than that. R10 also need to publicize more about EMCC's Ethics Competition.

Sections Congress 2023: Michael presented the 2023 Sections Congress details. This year SC2023 will be held in Ottawa, Canada on 11-13 August. R10 will hold its R10 Meeting there in conjunction with

SC2023. He also advised everyone to book flight tickets early as the airfares will increase closely to the event. Visa processing can take a couple of months for some R10 countries.

R10 Advisory & Nomination – Deepak presented the work plan for the N&A Committee which includes preparing a list of potential candidates and recommend to IEEE and MGA N&A Committees, identify qualified candidates for the position of Region 10 Director-Elect, advising the Region10 Director, and a member of the Region Realignment Working Group for smooth transition during/after the split into R10 and R11.

Financials & Budgets: Nia presented her budget for 2023. It was 33% more than last year. She will contact all Committee Chairs and try to bring the overall cost down.

1. Kukjin - The Region's activities should not be focused on supporting the Sections but rather the members. Deepak and Lance supported this comment.

2023 Meeting Calendar and AGM Agenda: Michael presented the 2023 R10 meeting calendar -

- March 4 and 5 - Ho Chi Minh City, Vietnam
- August 11 to 14 - Ottawa, Canada (as part of Sections Congress 2023)

### **Any Other Business**

- Zia suggested that the IEEE Standards activities should be focused on - workshops, seminars and also as part of R10 flagship conferences, symposiums, etc.
- Nirmal reiterated that the need to have clarity for the R10-R11 split by the Ho Chi Minh City meeting, especially for the lots of new Section representatives who will be joining in. The details for SC2023 should also need to be shared. In addition, parallel training workshops would be beneficial to focus on various important aspects that need inputs from Section representatives.
- Lance provided an update on R10 AdHoc committees, more details on the committee's focus areas will be shared in the March meeting.

### **Meeting Ends & Adjournment**

Director thanked all committee members for their patience and mentioned that he understands the importance of in person meetings. He requested all members to respect and follow the safety guidelines set by the local governments with respect to the pandemic especially while organizing events. It is the right thing for him to impose self-isolation when he found out that he had contracted COVID, even though the locals said he can leave the hotel with a mask on. He looked forward to see more EXCOM members in person in the coming R10 meet in Ho Chi Minh City

Director also expressed appreciation to Project Manager Ms Ewell Tan for the outstanding services being rendered to Region 10.

Secretary thanked all past and present Committee Chairs of for their active participation and great ideas presented.

The meeting ended at 4.30 PM local time.

Meeting Room: New York Room @ Conrad Bangkok Hotel			
Agenda			
Time	Duration	Agenda Item	Leads
18:00	21:00	Pre-Meeting Dinner at London Room on 6 January 2023	
7:00	1:30	Breakfast	
8:30	0:05	Welcome & Introduction	Lance Fung
8:35	0:10	Roll Call	Michael Ong / Ewell Tan
8:45	0:05	Approval of Agenda	Lance Fung
8:50	0:05	Welcome Remarks from Thailand Section Chair	Pongsakorn Yuthagovit
8:55	0:20	2022 R10 Updates	Deepak Muthur
9:15	0:15	Address by Director	Lance Fung
9:30	1:05	<b>Membership Activities Committee - Overview (5 mins)</b> <i>(Committee Chairs' presentation around 8 mins each)</i>	Preeti Bajaj
		R10 Life Members Committee Chair	Rajendra K. Asthana
		R10 Membership Development Committee Chair	JeongYon Shim / Rajendrasinh Jadeja
		R10 Section & Chapter Committee Chair	Amit Kumar
		R10 Student Activities Committee Chair	Jennifer Chua Dela Cruz
		R10 Student Representative	Warunika Hippola
		R10 Women In Engineering Committee Chair	Emi Yano / Khanita Duangchaemkarn
R10 Young Professionals Committee Chair	Saaveethya Sivakumar		
10:35	0:15	<b>Discussion</b>	
10:50	0:20	<b>Tea / Coffee Break</b>	
11:10	0:45	<b>Professional Activities Committee - Overview (5 mins)</b> <i>(Committee Chairs' presentation around 8 mins each)</i>	Nirmal Nair / Zia Ahmed
		R10 Educational Activities Committee Chair	Preeti Bajaj / Chi-Un Lei
		R10 History & Individual Benefits Services Committee Chair	Jong Chang Yi / Harry McDonald
		R10 Newsletter Committee Chair	Mohammad Faizal Ahmad Fauzi / Akila Wijethunge
		R10 Professional Activities Committee Chair	Parkash Lohana / Daniel Eghbal
		R10 Strategic Planning & New Initiatives Committee Chair	Seishi Takamura / Takako Hashimoto
11:55	0:15	<b>Discussion</b>	
12:10	1:30	<b>Group Photo / Lunch Break</b>	
13:40	0:55	<b>Technical Activities Committee - Overview (5 mins)</b> <i>(Committee Chairs' presentation around 8 mins each)</i>	Zia Ahmed / Takao Onoye
		R10 Awards & Recognition Committee Chair	Wu Qun/ Jing Dong
		R10 Conference & Technical Seminar Committee Chair	Takao Onoye / Jong Chang Yi
		R10 Conference Quality & Management Committee Chair	Michael Ong / Sameer S M
		R10 Humanitarian Technology Activities Committee Chair	Jing Dong / Emi Yano
		R10 Industry Relations Committee Chair	Sanjay Kar Chowdhury
		R10 Information Management Committee Chair	Kurnianingsih / Vijay S. Paul
14:35	0:15	<b>Discussion</b>	
14:50	0:20	<b>Tea / Coffee Break</b>	
15:10	0:10	R10 Ethics Awareness & Advancement Committee Chair	Sudeendra Koushik
15:20	0:10	2023 Sections Congress Coordinator	Michael Ong
15:30	0:10	R10 Advisory & Nomination	Deepak Muthur
15:40	0:15	Financials & Budgets	Rajendrasinh Jadeja / Kurnianingsih
15:55	0:15	2023 Meeting Calendar and AGM Agenda	Michael Ong
16:10	0:10	Any Other Business	
16:20	0:10	Meeting Ends & Adjournment	
16:30	1:50	<b>Networking &amp; Rest</b>	
17:50	0:20	<b>Departure from Conrad Hotel Bangkok for Dinner</b>	
18:30		<b>Dinner at Baan Khanitha - Sathorn Branch</b> <b>(www.baan-khanitha.com)</b>	

2023 IEEE REGION 10 EXCOM MEET  
CONRAD BANGKOK HOTEL, 7 JANUARY 2023

Updated: 7 January 2023			DELEGATES		
NO.	POSITION	SAL.	NAME	FAMILY NAME	Roll Call
1	R10 Director	Prof.	Chun Che (Lance)	Fung	✓
2	R10 Past Director	Mr.	Deepak	Mathur	✓
3	R10 Director Elect & R10 Strategic Planning & New Initiatives Committee Chair	Prof.	Takako	Hashimoto	✓
4	R10 Secretary & Sections Congress 2023 Coordinator	Dr.	Michael, Ling Chuen	Ong	✓
5	R10 Treasurer	Dr.	Kurnianingsih		✓
6	R10 Vice-Chair of Members Activities	Dr.	Preeti	Bajaj	✓
7	R10 Vice-Chair of Professional Activities	Dr.	Zia	Ahmed	Online
8	R10 Vice-Chair of Technical Activities	Prof.	Takao	Onoye	✓
9	2023 R10 Awards & Recognition Committee Chair	Prof.	Jing	Dong	Online
10	2023 R10 Conference & Technical Seminar Committee Chair	Prof.	Jong Chang	Yi	✓
11	2023 R10 Conference Quality and Management Committee Chair	Dr.	Sameer	S. M.	Online
12	2023 R10 Educational Activities Committee Chair	Dr.	Chi-Un	Lei	Online
13	2023 R10 Ethics Awareness and Advancement Committee Chair	Dr.	Sudeendra	Koushik	Online
14	2023 R10 History and Individual Benefits Services Committee Chair	Mr.	Harry	McDonald	✓
15	2023 R10 Humanitarian Technology Activities Committee Chair	Ms	Emi	Yano	✓
16	2023 R10 Industry Relations Committee Chair	Mr.	Sanjay	Kar Chowdhury	✓
17	2023 R10 Information Management Committee Chair	Mr.	Vijay S	Paul	✓
18	2023 R10 Life Members Committee Chair	Mr.	Rajendra K.	Asthana	✓
19	2023 R10 Membership Development Committee Chair	Prof.	Rajendrasinh	Jadeja	✓
20	2023 R10 Newsletter Committee Chair	Dr.	Akila Hasantheene	Wijethunge	✓
21	2023 R10 Professional Activities Committee Chair	Dr.	Daniel	Eghbal	✓
22	2023 R10 Section & Chapter Committee Chair	Dr.	Amit	Kumar	✓
23	2023 R10 Student Activities Committee Chair	Dr.	Jennifer	Chua Dela Cruz	✓
24	2023 R10 Student Representative	Ms.	Warunika Madhubhashini	Hippola	✓
25	2023 R10 Women In Engineering Committee Chair	Dr.	Khanita	Duangchaemkarn	✓
26	2023 R10 Young Professionals Committee Chair	Dr.	Saaveethya	Sivakumar	✓
27	2023 R10 Zone Representative (North Asia)	Dr.	Seishi	Takamura	Online
28	R10 Advisory Committee	Prof.	Akinori	Nishihara	✓
29	R10 Advisory Committee	Prof.	Kukjin	Chun	✓
30	R10 Advisory Committee	Dr.	Janina	Mazierska	✓
31	R10 Advisory Committee	Prof.	Toshio	Fukuda	✓
32	2021-2022 R10 Vice-Chair of Professional Activities	Dr.	Nirmal	Nair	✓
33	2021-2022 R10 Awards and Recognition Committee Chair	Prof.	Qun	Wu	Online
34	2021-2022 R10 Membership Development Committee Chair	Prof.	JeongYon	Shim	Online
35	2021-2022 R10 Newsletter Committee Chair	Dr.	Mohammad Faizal	Ahmad Fauzi	✓
36	2021-2022 R10 Professional Activities Committee Chair	Assoc. Prof.	Parkash	Lohana	✓
37	2021-2022 R10 Advisory Committee	Dr.	Ramakrishna	Kappagantu	Not Attending
38	Observer - Thailand Section Chair	Dr.	Pongsakorn	Yuthagovit	✓
39	Observer - Thailand Section Vice Chair	Dr.	Supavadee	Aramvith	✓
40	Director of Singapore Operations, IEEE Asia-Pacific Limited	Mr.	Hwa Chiang	Leo	✓
41	Project Manager, IEEE Asia-Pacific Limited	Ms.	Ewell	Tan	✓