

International Director's Strategy Meeting
Held at: Regal Airport Hotel, Hong Kong SAR, 28 March 2008

Attendees: Dr. William Lyons, Dr. Tsuneo Takahashi, Professor Shunjun Wu, Dr. Zafar Taqi

Apologies: Dr. Ram Gupta

(1) Introductions

Since this was the first occasion the International Directors had met for some time, the meeting opened with introductions from each of the members discussing their regions of interest and engagement with AESS and IEEE:

- Dr. William Lyons – AESS, BoG International Director and employed with the Boeing Company. Region of Interest – Australia/New Zealand – focus of national challenges on UAVs and Autonomy due to large distances, dispersed population and remote infrastructure and resources to be managed. Role for AESS in promoting approaches to solve these challenges.
- Dr. Tsuneo Takahashi – Member of ITS, BoG and AESS, BoG. Region of Interest – Japan – focus on linking transportation issues to Systems Capabilities (e.g., ITS using sensor networks). Dr. Takahashi is also a committee member for the SAE.
- Professor Shunjun Wu – Member of AESS, BoG and Professor in Signal Processing at XiDian University, Xian, China. Region of Interest – China. Professor Shunjun is also Chair of the AESS Beijing Chapter.
- Dr. Zafar Taqi – AESS Director of International Operations and has worked on Space Systems, beginning with the Apollo Program. He is also an adjunct professor at the University of Houston. Dr. Taqi is also on the nomination committee for IEEE fellows.

(2) Review and Refine of General Scope of International Directors

Attendees conducted a general discussion of the current by-laws and structure of the International Directors and the relationship with the Board of Governors of the AESS.

It was noted that there is a potential inconsistency in that some members are appointed, whereas other are elected. This creates a potential situation where some regions may attract more support than is warranted by their membership needs.

It was generally accepted that the International Operations Director's Position (currently occupied by Dr. Taqi) *should be a position on the AESS Board of Governors and accountable to the Board*. If supported, this would need to involve a proposal to the board for a modification to **Article X11: International Directors, Part B**.

It was also suggested that the last paragraph of Article XII, relating to the appointment of a focal be removed

(3) Regional Engagement Structure and role of Country Directors

The Country Directors discussed the approach to supporting the AESS membership in their regions. The following engagement model was developed (Figure 1). Key highlights are:

- The role of the International Directors is to communicate with and support chapter chairs, ensuring that their memberships are adequately represented at the AESS BoG level. This serves as a conduit to reflect local issues and unique country-specific situations of the AESS membership.
- Country Directors should also initiate and support “grand” multidisciplinary challenges for the membership that will serve as a rallying point for AESS and promote engineering and scientific excellence.

(4) Supplemental and Complementing activities of Country Directors.

A General discussion ensued on activities that the Country Directors should be pursuing. The following activities were adopted for focus activities:

- “Grand” Challenges of a international significance and multidisciplinary nature (e.g., design of sustainable systems)
- Bringing in international experts and guest speakers to further develop the state of knowledge of local membership
- Hosting of multidisciplinary conference and symposia
- Development of student courses and sponsoring of educational activities at the high school and junior college level
- Development of competitions based around a design task or problem solving activity, especially where the competition could be virtual or web-based.

(5) Cost Discussion

The current annual budget for International Directors is US\$40,000. Of this amount, approximately \$12,000 is devoted to administrative costs, leaving \$28,000 for initiatives. To supplement this amount, from time-to-time, *ad hoc* proposals have been made to the BoG for extraordinary activities. For example, the current, US\$35,000 funding to the Australian UAV Challenge.

The International Directors present resolved that in future, they would meet and internally agree on the funding distribution from the annual allocation to be devoted to initiatives. Once agreed, the activities would be presented to the BoG as a consensus proposal for consideration./reporting purposes.

It was further resolved, that if any proposed initiative required a budget greater than available in any year, there International Directors would first consider the proposal on its merits (according to established criteria) before taking a proposal for a *Special Project* to the BoG for consideration.

(6) International Directors Success Criteria

The International Directors Meeting adopted the following criteria to measure success of activities:

- Positive Impact on Membership growth and Formation of Chapters
- Increase in Publications
- Return on Investment and leverage of investment with co-funding from external sources for activities which benefit AESS members
- Dissemination of Technology via local seminars and conferences
- Development of new courses materials and professional development in areas of interest to AESS
- Industrial Co-Sponsorship receipts for AESS activities

Conclusion

The meeting adjourned at 2:40pm with a recommendation to present a proposal at the next AESS BoG a proposal to reform the structure of the Country Directors to:

- *Ensure that that there is a formal reporting mechanism for country activities to receive and review funding requests in a manner that is consistent with membership needs and that also reflects competing priorities of the AESS membership.*

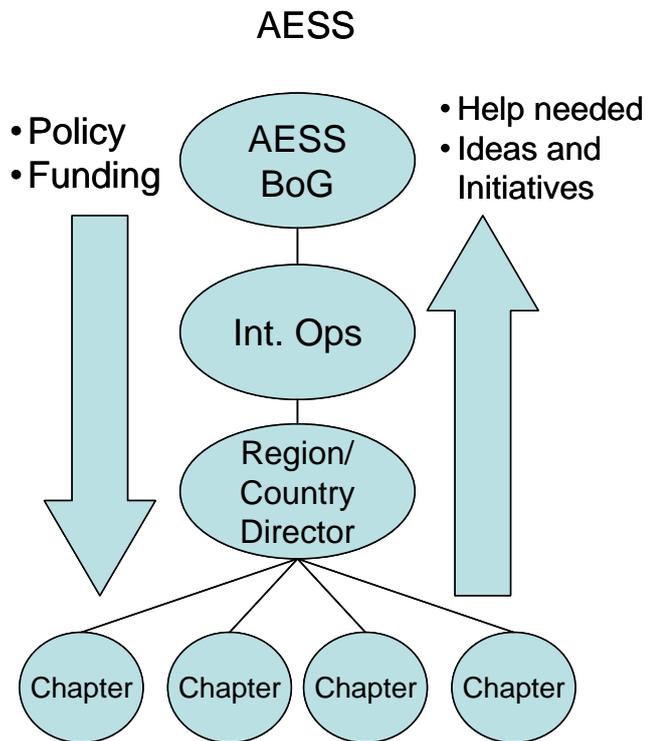


Figure 1 – Regional Engagement model (simplified – does not include relationships with IEEE Sections and TAB).

International Directors Strategic meeting

Friday March 28th, 2008

10:30 AM- 2:30 PM

Regal Airport Hotel

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Agenda

10:30 AM

- 1- Introduction
- 2- Review and refine the General Scope of International Operations (Discussion, changes modifications, etc)
 - 2a- Review of the International Operations Organization, alternate suggestions
- 3- What does AESS International Operations do?- as different and in cooperation with regional chapters and section
- 3a- Ideas on AESS-IO activities....Suggested activities
 - Criteria for impact consideration
 - i) Impact on AESS
 - ii) Educational impact in areas of AESS (TBD)
 - iii) Technological growth in the region or globally
 - iv) Professional development in the areas of interest to AESS
 - v) Business opportunities for individuals and companies

12:15 LUNCH

- 4- Discussion on the supplementing and complementing activities of branches, and BoG members
 - 4a- Suggested areas of involvement
- 5- Cost discussion and Planning impacts at each level; cost proportionment for the management, travel and service
- 6- Success criteria and Metrics for each activity;
 - Membership growth
 - Education
 - Business
 - Dissemination of technology with local seminars. Conferences
 - Involvement and Awards
- 7- Recap of Recommendation

2:30 Adjourn