

## Activity & Progress Reporting

### Section Meeting 24th April 2020

<p><b>1. Chapter/Affinity Group:</b></p>	<p>Student Activities</p>
<p><b>2. Committee Members</b></p>	<p>Chair: Lee Crudgington (l.j.c@ieee.org )</p> <p>Vice Chair: Veronika Nesheva (veronika.nesheva@gmail.com )</p> <p>Membership and SB Development Chair: Ryan Husbands (rh463@kent.ac.uk )</p>
<p><b>3. Reporting Officer:</b></p>	
<p><b>4. Overview of current plan and activities:</b></p>	<p><b>Reporting and activity promotion:</b> Creating a good relationship with every active student branch in UK&amp;I, ensuring that reporting is completed, and chairperson is active in each successive academic year.</p> <p><b>vTools Records:</b> Ensuring that all student branches have an active chairperson and counsellor listed, and vacant positions are filled.</p> <p><b>Event Promotion:</b> Provide advice and guidance for new branches or committees to host their first events.</p> <p><b>Encouragement of regional events:</b> Collaboration between local student branches is encouraged, resulting in shared activities and pooling of resources, leading to greater attendance.</p> <p><b>Participation in Regional and Global awards:</b> Guidance to branches on how to meet criteria for awards and assist application</p> <p><b>Promotion of large, conference -style events:</b> Increase the UK&amp;I-wide advertising of large-scale events throughout the section, such as the recent IEEE ACDS conference at Imperial College London.</p> <p>Renewed discussion of membership development strategies and guidelines to branches, to cultivate increased student membership in the coming academic year - For example:</p> <ul style="list-style-type: none"> <li>• Providing links to the IEEE benefits literature</li> <li>• Provision of posters and leaflets for use at welcome events, careers fairs and faculty occasions.</li> <li>• Pre-authoring e-mail templates for branch chairs to distribute to their department and student lists.</li> </ul>

<p><b>5. Key Achievements and member value/services to date:</b></p>	<ul style="list-style-type: none"> <li>• Significant increase in branch reports from 8 in 2019 to 28 in 2020, many with newly appointed chairpersons.</li> <li>• Significant additional revenue brought in for the student activities programme due to reporting increase.</li> <li>• Appointment of new chairpersons and counsellors to several student branches, including a number which have been dormant for many years.</li> <li>• Successful hosting of a Scotland area student activities meeting at the University of Edinburgh, featuring representatives from Aberdeen, Glasgow, Strathclyde and Heriot Watt.</li> </ul>
<p><b>6. Key Challenges:</b></p>	<ul style="list-style-type: none"> <li>• Current situation with COVID-19 has cancelled most student events for the first half of 2020</li> </ul>
<p><b>7. Deficits/Required Resources:</b></p>	<ul style="list-style-type: none"> <li>•</li> </ul>
<p><b>8. Actions/Support requested from the Section:</b></p>	<ul style="list-style-type: none"> <li>•</li> </ul>
<p><b>9. Action Plan:</b></p>	<ul style="list-style-type: none"> <li>• Continue to engage regularly with current student branch chairs.</li> <li>• Attempt to contact branch counsellors and/or faculty IEEE members at host universities where no response is recorded.</li> <li>• Maintain up-to-date contact lists for SBs and Chairs.</li> <li>• Continue the promotion of student branch formation.</li> <li>• Promote further engagement in UK&amp;I-wide events across all chapters.</li> </ul>