

## Activity & Progress Reporting

### Section AGM 24<sup>th</sup> April 2020

<p><b>1) Chapter/Affinity Group:</b></p>	<p>Women in Engineering</p>
<p><b>2) Committee Members</b></p>	<p><b>Chair:</b> Dr Annabel Latham, Manchester Metropolitan University  <b>Secretary:</b> Ms Charchita Misra  <b>Past Chair &amp; WIE liaison:</b> Dr Keeley A Crockett, Manchester Metropolitan University  <b>Committee Members:</b>  <i>IEEE societies liaison &amp; Ireland lead:</i> Dr Ruth Lennon, Letterkenny Institute of Technology  <i>Industry societies liaison:</i> Dr Princy Johnson, Liverpool John Moores University  <i>Social media, publicity and event reporting:</i> Ms Helen Duncan, MWE Media Ltd  <i>Business liaison:</i> Dr Amy Khalfay, IBM Global Business Services  <i>Schools liaison:</i> Maeabh Larkin, Eaton Intelligent Power Ltd  Dr Nagham Saeed, University of West London  Prof Rebecca Strachan, Northumbria University</p>
<p><b>3) Reporting Officer:</b></p>	<p>Annabel Latham</p>
<p><b>4) Overview of current plan and activities:</b></p>	<p>Below is a summary of the current plan which is dynamic. WIE committee members often receive requests to speak at events or to organise hands on sessions, so the plan in 9) below reflects some of the main activities planned for 2020 (but some are currently on hold pending lifting of COVID-19 restrictions)</p> <ol style="list-style-type: none"> <li>i. Develop a WIE Ireland network of volunteers to promote WIE at events (in collaboration with WIE R8)</li> <li>ii. Develop a database of female keynote speakers for recommendations to conference committees</li> <li>iii. Develop a WIE Ambassador/Associate committee member process to mentor and support new volunteers</li> <li>iv. Apply for SIGHT funding to develop training support materials for neuro-diverse women in engineering and technical careers to cope with scenarios specific to these careers (e.g. Scrum sprint meetings)</li> <li>v. Promote WIE member elevations</li> <li>vi. Promote the formation of WIE affinity student groups</li> <li>vii. Collate STEM resources – to promote activities for different age groups – eg. CIGRE storybook, People Like Me</li> <li>viii. STEM and careers talks/workshops in Schools (currently on hold pending reopening of schools),</li> <li>ix. Schools outreach technical activities/clubs (currently on hold pending reopening of schools),</li> <li>x. University School workshops (currently on hold pending reopening of universities/schools),</li> <li>xi. WIE led special sessions in IEEE Conferences,</li> <li>xii. press articles,</li> <li>xiii. joint events with technical and student chapters</li> </ol>

	<p>iv. production of WIE posters and distribution to schools/colleges/universities</p>
<p>5) <b>Key Achievements and member value/services to date:</b></p>	<ul style="list-style-type: none"> <li>• Strong committee which is geographically dispersed across the UK and Ireland</li> <li>• Regular Events planned (but currently face-to-face events on hold) in 2020, including STEM and careers talks in Schools, Schools outreach, University School Workshops, IoT Workshop, public Manchester Science Museum event, WIE led special sessions in IEEE Conferences, press articles, joint events with PES and student chapters</li> <li>• Linked with KPMG to offer a free 6-week Introduction to Coding for Women course (started 6-Mar-20 in Manchester, has since moved online)</li> <li>• Publications Co-Chair for IEEE International Symposium on Circuits and Systems (ISCAS) 2024 bid (London)</li> <li>• Member of Organising Committee for IEEE International Geoscience and Remote Sensing Symposium (IGARSS) 2024 bid (Glasgow)</li> <li>• Key events from 2020 so far: <ul style="list-style-type: none"> <li>○ WIE stand at 4<sup>th</sup> annual UKI RAS chapter conference in Manchester 22-Jan-20</li> <li>○ Liverpool Sensor City IoT workshop for SMEs 24-Feb-20</li> <li>○ Cheadle Laurus School assembly for science week/International women’s Day 3-Mar-20</li> <li>○ Cheadle Laurus School AI Careers workshop for group of school STEM champions/Computer science champions 3-Mar-20</li> <li>○ Free 6-week ‘Introduction to Coding for Women’ course, Manchester Met Uni/KPMG, 6-Mar-20 (postponed part way through)</li> <li>○ ‘Let’s Talk Ethical AI’ – public event planned for 23-Mar (currently postponed)</li> <li>○ ‘Introduction to coding’ free 10-week live-streamed course (jointly with KPMG) open to anyone (school children to adults) started 7-Apr-20.</li> </ul> </li> <li>• Bi-monthly Skype meetings to report on completed actions and plan events</li> <li>• 4 committee members are STEM ambassadors, enabling easy access to schools and colleges for WIE talks and events</li> <li>• WIE UKI Posters available for download on website</li> <li>• Promotion of YouTube channel and social media presence</li> </ul>
<p>6) <b>Key Challenges:</b></p>	<ul style="list-style-type: none"> <li>• Time!</li> <li>• Links and committee membership from Industry</li> <li>• Funding for travel of committee members to run at least one joint event a year in the UK which can be combined with a face-to-face committee meeting</li> </ul>

	<ul style="list-style-type: none"> <li>We are aiming for cultural change, which is slow and difficult to measure</li> </ul>
<p><b>7) Deficits/Required Resources:</b></p>	<ol style="list-style-type: none"> <li>1) Publicity resources: help acquiring or funding to produce them</li> <li>2) Travel of committee members to meet once a year at a central location in UKI for a face-to face meeting</li> <li>3) Monies to be used for events – typically we have found match funding for previous events.</li> </ol>
<p><b>8) Actions/Support requested from the Section:</b></p>	<ul style="list-style-type: none"> <li>Approval to have travel expenses paid for an annual face-to-face meeting of WIE committee members – could be combined with an event</li> <li>Help in producing / ordering publicity materials specifically for WIE</li> <li>How can we report work such as production of posters, press articles, etc. as these are not events (covered by L31) but are an important part of our strategy for challenging stereotypes?</li> <li>Drive for more representation of women in leadership of technical chapters (notwithstanding the Section Chair)</li> </ul>
<p><b>9) Action Plan:</b></p>	<ol style="list-style-type: none"> <li>1) Apply for SIGHT funding to develop training support materials for neuro-diverse women in engineering and technical careers to cope with scenarios specific to these careers (e.g. Scrum sprint meetings)</li> <li>2) Promote WIE member elevations</li> <li>3) Promote the formation of WIE affinity student groups</li> <li>4) Work with industry associations and companies to deliver joint events (eg. KPMG Manchester, Eaton Intelligent Power Ltd Dublin)</li> <li>5) Joint WIE/GRSS webinar Jun-20</li> <li>6) European Microwave Conference 2021 (London) – joint WIE/women in microwaves event</li> <li>7) Continue to develop a database of female keynote speakers for recommendations to conference committees</li> <li>8) Develop a WIE Ambassador/Associate committee member process to mentor and support new volunteers</li> <li>9) Develop a mentoring scheme (discussed with Region 8 WIE the need for a central scheme) – formalise existing arrangements</li> <li>10) Contact each IEEE section and invite to do joint events, and to include WIE representation/talks</li> <li>11) Collate STEM resources – to promote activities for different age groups – eg. CIGRE storybook, People Like Me</li> <li>12) To write press articles of events sponsored / run by UKI WIE to raise profile</li> <li>13) To maintain an active social media presence and You Tube Channel.</li> <li>14) Posters campaign – publicise posters and get them on walls whenever we visit anywhere (e.g. when in schools in STEM ambassador role)</li> <li>15) <i>On hold Apr-20:</i> WIE committee members to actively engage in STEM events in Schools (weekly- monthly activities) including career talks, hours of code, engineering challenges etc</li> </ol>



United Kingdom and Ireland Section

	16) <i>On hold Apr-20</i> : To investigate hosting “Breakfast With a Scientist” events within secondary school/college
--	------------------------------------------------------------------------------------------------------------------------