REPORT

To: IEEE Education Society Board of Governors' Meeting

From: Henrique Santos - VP for Conferences and Workshops

Subject: Activity from October 2017 to June 2018

Date: June 19, 2018

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1 Highlights

Two key changes in the conference management process stand out during this period: the role of the IEEE, now with more control over contracts; and the entry into force of the GDPR (the European General Data Protection Regulation).

After some problems related with contracts, IEEE MCE announced at the begin of this year, and concerning all conferences where any IEEE (sub)unit is administratively responsible - which exclude Technical Co-Sponsorship -, that[1]:

- Any contractual relationship valued at USD 5,000 or less will be subject to purchase order using a **purchase order (PO) template approved by the Legal and Compliance Department**; no legal review is required.

- For contracts, agreements and other commitments valued above USD 5,000 and an amount less than USD 250,000, **approved IEEE contract templates shall be used. Any variation from the text of the applicable contract template must be reviewed and approved by an IEEE Legal and Compliance Department Lawyer**. If legal counsel is representing the other party to the contract, a Legal and Compliance Department lawyer must represent IEEE regardless of the level of the monetary commitment. Signing authority for these contracts shall be based on the IEEE Expenditure Authorization which is maintained by the Controllers Office.

- Contracts and commitments with a total value of USD 250,000 or greater, **require representation by an IEEE Legal Department lawyer from inception of an original business arrangement through final approval and execution**.

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[1]Extracted from IEEE Financial Operations Manual

From last IEEE Technical Activities Bulletin, about the topic *Overview of the EU General Data Protection Regulation (GDPR)*:

What is GDPR?
[. . .] The primary aim of GDPR is to give EU citizens and residents control over their personal data. GDPR went into effect 25 May 2018.

What do I need to know about GDPR?
GDPR protects the personal data of individuals. Examples may include name, email address, IP address, and photo. [. . .] IEEE may be subject to GDPR. Some of the core tenants of GDPR are:

- ***Consent****: Use of personal data may now require consent from individuals prior to processing.*

- ***Right to Access/Data Portability****: If requested, IEEEs Data Protection Officer (DPO) must provide individuals who request a copy of their personal data in a commonly used and machine-readable electronic format.*

- ***Right to be Forgotten****: Individuals may require IEEE to erase their personal information from databases, unless there are legal requirements where IEEE must retain this information or other exceptions exist.*

- ***Breach Notification****: Data breaches must be reported to regulatory authorities within 72 hours of first becoming aware of the breach.*

- ***Privacy and Data Considerations****: Systems must be designed with privacy in mind from the outset.*

As a standard practice, organizations should only collect and process the data necessary for the completion of their duties and limit access to only those needing this information.

What does Consent mean under GDPR?
[. . .] the need for organizations to obtain consent from individuals prior to processing personal data in certain situations. Elements of consent include:

- ***Opt-in****: Consent must be opt-in; implied consent or opt-out is no longer viable.*

- ***Unambiguous****: Consent to use personal data must be freely given, specific, informed, and unambiguous.*

- ***Clarity****: Consent must be made in an intelligible and easily accessible form where legalese terms and conditions are not acceptable.*

- ***Sharing****: If personal data will be shared with third parties it must be disclosed to the individual in order to gain effective consent.*

- ***Withdrawn****: Consent must be as easy to withdraw as it is to give.*

What happens if there is a violation?
As a global enterprise, IEEE has taken GDPR very seriously since the regulation has significant fines and penalties if the terms are violated.
Fines*: May be up to 4% of annual global turnover or 20 Million, whichever is higher.*
Penalties*: Regulatory agencies may also be permitted to enforce other penalties such as deletion of personal data and placing limitations on interactions with citizens of EU member states.*

> ***IEEE Reputation***: *Loss of IEEE reputation as a fair and ethical marketer. As a leading proponent of technology ethics, policy and standards, IEEE wants to maintain its high quality, leadership position.*
>
> *Should you think a data incident may have occurred, please contact privacy@ieee.org.*

Conferences falls within this characterization and IEEE alerts organizers and voluntaries to follow previous recommendations, as much as possible. Even so IEEE (its DPO) is the Data Controller organization (responsible to answer eventual inquires form European Privacy Enforcement Entities), conference organizers are responsible for collecting data and, as such, will be under scrutiny. It is still being analyzed the formal method to articulate all IEEE units and its DPO since this is a very special, large and diverse organization. However, conference web sites need to adapt immediatly.

MCE reported some interesting facts/notices in its Q1 Update Report:

1. The number of articles acquired during 2017 was 201,116, representing an increase of 8,5% relative to previous year and an annual compounded growth rate of 3,5% since 2012;

2. Several services launched to better support the mission of IEEE and all its collaborators and volunteers; a special emphasis on conference-related governance and policy;

3. IEEE Open Preview, a new service allowing conference proceedings to be available in the IEEE Xplore DL via conference mobile app and/or desktop device, free of charge, to all participants, 30 days before the event start date, through the event end date; and

4. IEEE's New Data Repository Service (IEEE DataPort): a data repository for research purposes, allowing authors to gain visibility over data sets they produce (making them available to others), promoting data sets sharing, or even facilitating the setup of Data Challenges or Competitions, within events.

2   Meetings and related activities

2.1   FIE Conference Steering Committee and Strategic Committee (October 2017)

The main FIE Committee meetings took place in 18th and 21st of October 2017, respectively, during FIE 2017, at Indianapolis. After that we had some virtual meetings. In the first meeting, among other details, we discussed some issues related with the reviewing process, not only because of the quality of work, but because it is each time more difficult to get people committed. The SC is working on a manual (guidelines) for helping the Technical Committee Chair and his/her team dealing with all the problems that is now possible to antecipate.

Other details discussed include; the vision statement (*We promote and advance engineering and computing education to ensure that all students receive the best possible education*) and the mission statement (still under revision); the future venues (2019: Cincinnati; with P. K. Imbrie as the General Chair; and 2020 in Uppsala, Sweden); a "Code of Conduct for FIE Events", that is still under development; and the development of a Diversity Award. Finally, it is important to report FIE 2017 produced a deficit of $45,579.14 (the Chair gave as reasons "the social functions expenses with the lower enrollment").

2.2 TALE Conference Steering Committee

This meeting was attended by Rosa Vasconcelos, representing the EdSoc VP for Conferences and Workshops. The Committee received three venue candidates and it was decided to choose Woolong, Australia by the following reasons: lower costs; high commitment demonstrated by the proposed Chairs (Sasha Nikolic and Mark Lee); and it was never organized at Australia. After an excellent start there was a small delay to get the site online, but everything is running smoothly now. For efficiency reasons Mark Lee was appointed as Chair of the Steering Committee, after some difficulties to articulate with regional inquires concerning TALES and the venue candidates for 2019 (will be in Yogyakarta, Indonesia).

2.3 EDUNINE Conference Steering Committee

The SC had a meeting at the begin of EDUNINE, in March 2018. The members discussed several issues related with the organization fo the conference and decided to accepted the bid from Universidad del Pacfico, Per, to organize EDUNINE 2019 (local Chair will be Ana Luna).
EDUNINE 2018 included an Awards Session (Awards given to Claudio da Rocha Brito and Melany Ciampi by their dedication and meritorious services to EDUNINE), where the awardees received a plaque offered by EdSoc.

2.4 EDUCON Conference Steering Committee

In the EDUCON preparation phase it came up an issue related with the possibility of providing participants access to conference attendants at the begin and during the event (with the possibility to extend for some period after). IEEE indicates this is possible, ONLY FOR ONLINE version and assuming:

- IEEE MCE is informed;

- sponsors give authorization;

- assure the usage of Copyright and Reprint Permission statement (provided in the Letter of Acquisition - LOA), on the website/platform; and

- implement password protection of website/platform and distribution of credentials to conference attendees.

The SC meeting took place during EDUCON and it was confirmed the next organizations of EDUCON: 2019 in Dubai; 2020 in Portugal; 2021 in Austria. In this meeting, with the presence of the next Chair, we discussed also the recent changes concerning the administrative rules imposed by IEEE, mainly those related with contracts, which had some impact in EDUCON 2018 organization. EDUCON 2018 included an Awards Session (awards given to Carina Gonzlez, Martin Lamas and Manuel Castro, for outstanding contribution as General Co-Chairs, and Tiia Rtmann by outstanding contribution to the development of the conference), where the awardees received a plaque offered by EdSoc.

3 Technical Co-Sponsorship (TCS)

During this period there was a change in TCS policy, from IEEE, which caused some problems. Namely:

- IEEE recomends societies and other units to take TCS only as a complement to their main areas of intervation and when there is some clear advantege to all parts; and

- The fees ($1,000 and $15 per paper submitted into IEEE Xplore) are applied to the society; EdSoc decided to pass the fee to conference organizers, as an expense. However, when singing the MOU, most of the times the organizers are not ware of this cost and it is necessary to make it clear (EdSoc web site includes all the information).

This is the list of MOUs signed by EdSoc in TCS:

- Signed in November 2017; 2018 17th International Conference on Information Technology Based Higher Education and Training (ITHET) to be held on or about 26-Apr-2018, in Olhao, Portugal; other sponsors: IEEE Industrial Electronics Society; UNESCO Chair on Mechatronics, Bogazici University.

- Signed in December 2017; 2018 13th APCA International Conference on Automatic Control and Soft Computing (CONTROLO) to be held on or about 04-Jun-2018, in Ponta Delgada, Portuga; other sponsors: EEE Industrial Electronics Society; Portuguese Association of Automatic Control - APCA.

- Signed in February 2018; 2018 IEEE 6th International Conference on MOOCs, Innovation and Technology in Education (MITE) to be held on or about 29-Nov-2018, in Hyderabad, India; other sponsors: India Council E Chapter.

- Signed in February 2018; 2018 International Symposium on Computers in Education (SIIE) to be held on or about 19-Sep-2018, in Jerez (Cadiz), Spain; other sponsors: University of Cadiz.

- Signed in March 2018; 2018 Learning With MOOCS (LWMOOCS) to be held on or about 26-Sep-2018, in Madrid, Spain; other sponsors: Universidad Politcnica de Madrid; National University of Distance Education.

In the begin of May we received a request for TCS, from Dr Milad Askari, concerning 2019 Advanced Research in Engineering Education, to be held in Dubai, UAE, in March 2019. Taking the overlap with EDUNINE and EDUCON conferences (both in time and topics), the request was not accepted.

4 Other Details

Gabriella Trecate is now the financial analyst assigned to Education Society.

The next tables show some indicators concerning our flagship conferences.

Table 1: Conferences in numbers

FIE 2017	
Total Submissions	487
Withdrawn	0
Rejected	155 (32%)
Accepted	332
Workshops	6

FIE 2018	
Total Submissions	0
Withdrawn	0
Rejected	0 (0%)
Accepted	0
Workshops	--

EDUCON 2017	
Total Submissions	0
Withdrawn	0
Rejected	0 (0%)
Accepted	0
Workshops	--

EDUCON 2018	
Total Submissions	272
Withdrawn	48
Rejected	24 (11%)
Accepted	200
Workshops	10

TALE 2017	
Total Submissions	187
Withdrawn	13
Rejected	61 (34%)
Accepted	113
Workshops	5

TALE 2018	
Total Submissions	0
Withdrawn	0
Rejected	0 (0%)
Accepted	0
Workshops	--

EDUNINE 2017	
Total Submissions	0
Withdrawn	0
Rejected	0 (0%)
Accepted	0
Workshops	--

EDUNINE 2018	
Total Submissions	88
Withdrawn	26
Rejected	0 (0%)
Accepted	62
Workshops	3

Table 2: Conference indexing

From www.conferenceranks.com	
IEEE Frontiers in Education (FIE)	B1 (Qualis[2])
IEEE IEEE Global Engineering Education Conference (EDUCON)	B4 (Qualis)
IEEE Teaching, Assessment and Learning for Engineering (TALE)	--
IEEE World Engineering Education Conference (EDUNINE)	--
Note: Qualis uses a seven step scale: A1, A2, B1 . . . 5	

From www.scimagojr.com		
	H Index	Notes
FIE	32	Indicator 2010–2017 Value — SJR 0.22 — Cites per doc 0.43 — Total cites 565
EDUCON	14	Indicator 2010–2017 Value — SJR 0.2 — Cites per doc 0.59 — Total cites 324
TALE13	8	Indicator 2010–2017 Value — SJR 0 — Cites per doc 0 — Total cites 0
TALE14	4	Indicator 2010–2017 Value — SJR 0.15 — Cites per doc 0.48 — Total cites 44
EDUNINE	1	No information about citations, yet