

## Progress

<b>Item</b>	<b>Date Approved</b>	<b>Progress</b>	<b>Target Date</b>	<b>Completed</b>
1.1 Position Descriptions	5/2/18	Most PD's have been developed and placed on the website. There are about 5 more develop and approve.	September 2018	July 2019
1.2 Section Documents	5/2/18	No action	August 2019	
4.1a Refresh of section website	5/2/18	Section approved the new site. Gradual improvements going forward.	August 2018	August 2018
4.1b Section Facebook and LinkedIn pages	5/2/18	Complete. Facebook engagement substantially more than LinkedIn to date	March 2018	March 2018
4.1c Link SB and YP funding to social media compliance	5/2/18	Tied in with Goal 2.2	May 2018	April 2018
2.1a review financial stake in conferences	9/4/18	Discussion commenced in Feb 19 meeting on the section approach to sponsorship. Final version approved at May meeting	April 2019	May 2019
2.1b Review income received	9/4/18	No action	May 2019	Not completed
2.2 SB funding model changed to incentive based	9/4/18	Model discussed with SBs and have been endorsed & active	May 2018	April 2018
3.2 Work with uni Deans to cross promote lectures & seminars. >5 in 18	9/4/18	Agreement reached with most uni's. Over 5 events promoted to date. This will be ongoing	Dec 2018	June 2018
3.3 Mid-year IEEE Section flagship networking event	9/4/18	Held 10 Aug with 165 members attending	August 2018	September 2018
4.4 IEEE Rising Stars Australia	9/4/18	General call made for 2 YPs to join USA committee. Arslan & Abbas have joined. Arslan attended RS in Jan 2019 and reported at the April meeting. Proposal was to combine the idea with UNITE moving forward	May 2020	April 2019
6.1a IEEE NSW Section Awards	7/5/18	Policy created and awards program in place	July 2018	June 2018

4.2 Review and identify support for inactive branches	2/7/18	An item discussed at the SC/SB meeting on the 22 <sup>nd</sup> of Feb. Tabled at March meeting. Moved to April meeting	April 2019	April 2019
4.3 Review support and incentives for student branch councillors	2/7/18	An item discussed at the SC/SB meeting on the 22 <sup>nd</sup> of Feb. Tabled at March meeting. Moved to April meeting	April 2019	April 2019
5.1 Mentor program for students and YP	6/8/18	Call for mentors commenced in March. First round of the process underway.	March 2019	March 2019
5.2 Identify junior section positions for students and YPs	6/8/18	No action	July 2019	Not completed
5.3 Creation of annual meeting of student branch leaders and section executive to exchange	4/2/19	Meeting was held on the 22 <sup>nd</sup> of Feb	Feb 2019	February 2019
3.1e Start annual chapter chair meeting	1/4/19	Inaugural meeting to held in May	May 2019	May 2019

**Summary:**

While many components of the plan were not completed or even reached the stage of being approved at the section level, many positive action items were completed across the 2 years. Key limiting factor was workload and the number of agenda items at each meeting. The work completed sets a very strong foundation for the years ahead.