

IEEE ComSoc North America Region

North American Region Chapter Chairs Congress (NA RCCC) 2018

Saturday May 19 - Sunday May 20, 2018
Westin Kansas City at Crown Center, Kansas City, MO, USA

Saturday, May 19

Room: Pershing West

8:00 am - 8:55 am NARCCC Breakfast

Room: Westport

8:55	Assemble in Gunston Room	ALL ATTENDEES
9:00 - 10:00	<i>Welcome & Introductions</i>	<i>Wahab Almuhtadi, North America Director</i>
	<i>North America Region Report</i>	<i>Wahab Almuhtadi, North America Director</i>
	<i>Director Member Services-ComSoc</i>	<i>Song Gu, Director</i>
	<i>Executive Director's Report</i>	<i>Susan Brooks, Staff</i>
	<i>Technical Activities & Industry Outreach</i>	<i>Adam Greenberg, Staff</i>
10:00 - 10:30	Break	
10:30 - 12:00	<i>Identification and Prioritization of Hot Topics and Challenges</i>	<i>Facilitated by Panel Discussion; ALL ATTENDEES</i>
12:00 - 1:30	Lunch & Special Guest Speaker Room: Westport	
1:30 - 2:30	<i>vTools Training (Topics: see the list below)</i>	<i>Mike Fallenstein, vTools Committee Chair</i>
2:30 - 3:30	<i>MD (Topics: see the list below)</i>	<i>Kerrienne Sullivan, MD Manager Raed Abdullah, ComSoc NAB Secretary</i>
3:30 - 3:45	Break	
3:45 - 5:00	<i>vTools Training (Topics: see the list below)</i>	<i>Mike Fallenstein, vTools Committee Chair</i>
3:45 - 5:00	<i>MD (Topics: see the list below)</i>	<i>Kerrienne Sullivan, MD Manager Raed Abdullah, ComSoc NAB Secretary</i>
6:15	Assemble in Hotel Lobby for walk to dinner location (Restaurant: TBA) All attendees + 1 significant other (if any)	

IEEE ComSoc North America Region

North American Region Chapter Chairs Congress (NA RCCC) 2018

Saturday May 19 - Sunday May 20, 2018
Westin Kansas City at Crown Center, Kansas City, MO, USA

Sunday, May 20		Room: Pershing West
7:30 am - 8:15 am NARCCC Breakfast Room: Westport		
8:20 - 8:45	Welcome & Introductions	Wahab Almuhtadi, North America Director
	ComSoc President's Report	Khaled B. Letaief, President
	Member & Global Activities Report	Nei Kato, VP
8:45 - 9:25	vTools Training (Topics: TBA)	Mike Fallenstein, vTools Committee Chair
9:25- 10:10	MD (Topics: TBA)	Kerriane Sullivan, MD Manager Raed Abdullah, ComSoc NAB Secretary
10:10 - 10:30	Break & Group Photo	
10:30 - 12:00	Finalizing: Identification and Prioritization of Hot Topics and Challenges	Facilitated by Panel Discussion; ALL ATTENDEES
12:00	Lunch & End of NARCCC Room: Westport	

vTools Topics:

- vTools eNotice
- vTools Events (Meetings)
- WebEx Request Form
- vTools Officer Reporting
- OU Analytics
- IEEE Web Hosting
- Remote Conferencing and Screencasting
- Listserv
- Survey Access Request Form
- IEEE Vitality Dashboard (focused on the Chapter)

MD Topics:

- Elevator Pitch for Recruiting New Members
- IEEE Member Grade Elevation on IEEE.org
- Recruitment Best Practices
- Membership Reporting Training
- Center for Leadership Excellence
- First Year Member Toolkit
- MD Manual - English
- Benefits of Membership
- Retention Best Practices
- MD Officer Training presentation
- MD Officer Training