

ANNUAL REPORT FOR YEAR 2010

IEEE AP-S SOCIETY

Chapter Name: _____

1. BASIC INFORMATION

- A. Section Name:
- B. IEEE Region Number:
- C. Societies that your chapter is joint with, if any:
- D. Chapter Web address, if any:
- E. Officers for 2010 (please fill in the table below):

	Chair	Vice Chair	Secretary
Name			
Address			
Phone			
Fax			
Email			

- F. Officers for 2011 (if known at this time):

	Chair	Vice Chair	Secretary
Name			
Address			
Phone			
Fax			
Email			

2. FINANCIAL INFORMATION

A. Chapter funds (US \$) on 1 January 2010: _____

B. Income (US \$) during 2010:

1. Support from AP-S*: _____

2. Support from other IEEE Societies: _____

3. IEEE Section support: _____

4. Other support (specify): _____

TOTAL INCOME: _____

* Include annual support, special-project support, travel grant support, Best Chapter Award support, and any other support from AP-S.

C. Expenditures (US \$) during 2010: _____

D. End of year balance (US \$) as of 31 December 2010: _____

3. CHAPTER ACITVITIES DESCRIPTION

(This information is used in the selection of the Best Chapter Award).

3.1 Summary Information for 2010

A. Number of technical meetings (in which a technical presentation is made)

1. **Presentations from student members of your chapter:**
2. **Presentations from non-student members of your chapter:**
(A member of your chapter is one who belongs to the AP-S Society and who lives within your Section. Do not include IEEE Distinguished Lecturers)
3. **Presentations from outside speakers:**
(This includes speakers from outside your chapter. Do not include IEEE Distinguished Lecturers.)
4. **Presentations from IEEE Distinguished Lecturers:**
5. **TOTAL numbers of technical meetings:**

B. Average total attendance at the technical meetings:

(Average over all of the technical meetings held during the year.)

C. Number of non-technical (organizational) meetings held:

D. Number of workshops, short courses, or conferences organized or co-organized by your chapter:

E. Chapter Membership

1. Membership head count as of January 1, 2010:
2. Membership head count as of December 31, 2010:
3. Change in membership (i.e., item two less item one):
4. Number of members from academia as of December 31, 2010:
5. Number of members from non-academic institutions as of December 31, 2010:

3.2 Technical Meeting Information for 2010 (use additional pages if necessary)

Note: For “Category”, please use the following:

S: speaker is a student member of the chapter

M: speaker is a non-student member of the chapter (but do not include IEEE Distinguished Lecturers)

O: speaker is from outside the chapter (but do not include IEEE Distinguished Lecturers)

D: speaker is an IEEE Distinguished Lecturer.

	Title of Presentation/Name of Speaker	Attendance			Category
		AP-S	Other	Total	
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

3.3 Summary of Workshops, Short Courses, and Conferences for 2010

Include below a list of each workshop, short course, or conference that was organized or co-organized by your chapter. Include the title of the event, the dates of the event, a description of the event, and an indication of the level of involvement of your chapter. Please be specific about the role of your chapter in the event.

3.4 Special Projects

Give a description of any special projects that your chapter participated in during the year, and indicate any funding that was obtained from AP-S or other sources. If possible, indicate how your chapter was improved as a result of the special project.

4. DESCRIPTION OF OTHER ACTIVITIES

(This information is used in the selection of the Best Chapter Award)

4.1 Are there any ways in which your chapter has improved over last year?

Possibilities include increased attendance, number of meetings, level of activity, special activities, etc.

4.2. Were there any unique or innovative activities within your chapter?

Some possibilities that you might want to include are:

- Collaboration with other IEEE societies and chapters
- Student involvement and new member recruitment
- Interaction with industry or the community
- Educational activities

4.3. Miscellaneous information, elaboration on any of the above topics, or special factors to be considered.

5. SUGESSTIONS FOR AP-S

Please use this space to describe any suggestions you have regarding how the AP-S Society can better serve your Chapter (or all AP-S Chapters).

- 6. May this report be posted on the APS Chapters web page or disseminated by other means (Yes/No)? (By placing the report on the web page, you are allowing other chapters to have access to your chapter's new ideas and sponsored events. The sharing of your report is intended to promote a healthy interchange of information among chapters. A "yes" answer will be assumed if the question is left unanswered.)**

**The following form is for the Judges of the Best Chapter Award
(Please Leave Blank)**

Please rate the following on a score of one to ten, with ten being the best and one being the worst.

- Quality of the Technical Presentations made by Chapter Members
- Quality of the Technical Presentations made by Non-Chapter Members
- Quality of Special Projects
- Quality of Workshops, Conferences and Short Courses
- Quality of Innovative Activities and Membership Activities