



IEEE AP-S ANNUAL REPORT FOR THE YEAR 2023

Submission due date: March 15, 2024

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 2023** (please fill in the table below):

	Chair	Vice Chair	Secretary
Name			
Address			
Phone			
Fax			
Email			

F. **Elected Officers for 2024:**

	Chair	Vice Chair	Secretary
Name			
Address			
Phone			
Fax			
Email			



2. FINANCIAL INFORMATION

A. Chapter funds (US \$) on 1 January 2024: _____

B. Income (US \$) during 2023:

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, Outstanding Chapter Award support, and any other support from AP-S.

C. Expenditures (US \$) during 2023: _____

D. End of year balance (US \$) as of 31 December 2023: _____

3. CHAPTER ACTIVITIES DESCRIPTION

(This information is used to select the Outstanding Chapter Award).

3.1 Summary Information for the year 2023

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

i. Presentations from student members of your chapter:

ii. Presentations from non-student members of your chapter:

- a. (A chapter member of the AP-S Society lives within your Section. Do not
- b. Include IEEE Distinguished Lecturers)

iii. Presentations from outside speakers:

- a. (This includes speakers from outside your chapter. Do not include IEEE Distinguished Lecturers.)



iv. Presentations from IEEE Distinguished Lecturers:

v. TOTAL number of technical meetings:

B. Average total attendance in technical meetings/events:

(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:

3.2 Technical Meeting Information for 2023 (use additional pages if necessary)

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

S: the speaker is a student member of the chapter

M: the speaker is a non-student member of the chapter (but omits IEEE Distinguished Lecturers)

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

D: the 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 2023

Include below a list of each workshop, short course, or conference 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

Describe any special projects your chapter participated in during the year, and indicate any funding obtained from AP-S or other sources. Indicate how your chapter was improved due to the particular project.

4. DESCRIPTION OF OTHER ACTIVITIES

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

4.1 Is there any way your chapter has improved over the last year?

Possibilities include increased attendance, number of meetings, activity level, 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 unique 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 AP-S 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.)