



## APPENDIX D



### *Chapter Reporting Form*



Fill out the information online OR fill out the form, and send it as PDF to Caroline Chan, [caroline.chan.us@ieee.org](mailto:caroline.chan.us@ieee.org)

Chapter Name:  
 Chapter web address (if any):  
 Is this a Joint Chater: Yes/No  
 If Yes, please identify other affiliations by Society/ies name:  
 Number of Chapter Members:

	First Semester	Second Semester
Reporting Period		

Chapter Basic Information (To be filled in, only in case of changes)

Chairman Contact Information	
Name	
Address	
Phone	
Email	

#### CHAPTER ACTIVITY DESCRIPTION

	Type of Meeting				
	Technical Meeting	Educational (workshop, short courses)	Administrative	Professional	Social
Number of Meetings in Reporting Period					
Average number of attendees per meeting					

#### BOB HAISLMAIER ANGEL FUND USAGE

	Meeting Date	Sum of Angel Funds Provided	Purpose and Usage
1			
2			
3			



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TECHNICAL MEETING INFORMATION

	Date	Title of Presentation/Name of Speaker (add more rows to the table as necessary)	Attendance			Category <sup>1</sup>
			IEEE	Other	Total	
1						
2						
3						
4						

<sup>1</sup> 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 of the Chapter (but do not include IEEE Distinguished Lecturers)

D: Speaker is an IEEE Distinguished Lecturer

OTHER ACTIVITIES	Number	Information
Conferences/Colloquia/Mini-Symposia organized or Sponsorship or co-sponsorship of technical symposium		

OTHER INFORMATION	Yes	No
Do your Chapter sponsor the IEEE EMC Society Symposium this year?		
Does a Chapter award program exist?		
Does your Chapter have Chapter newsletters?		
Was an EMCS Newsletter report submitted to the Chapter Chatter section?		

SUGGESTIONS AND COMMENTS

Please suggest how the EMC-S Board of Directors can support the Chapters to meet desired goals:

\_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Return to: Caroline Chan ([caroline.chan.us@ieee.org](mailto:caroline.chan.us@ieee.org)), EMC-S Chapter Coordinator