



## **SPS Chapter Welcome Kit**

Chapter Tools, Resources, Benefits, and Programs





## **SPS Membership Overview**

### **IEEE Signal Processing Society**





- ▶ IEEE's first society, established in 1948
- More than 23,000 members around the world
- ▶ 300+ Chapters and Student Branch Chapters for local involvement worldwide
- Sponsors or co-sponsors dozens of conferences and workshops
- Publishes and sponsors more than 25 publications
- A global network of more than 1,000 volunteers across society activities



### **IEEE Signal Processing Society**



#### Mission:

The Signal Processing Society is an international organization that advances and disseminates state-of-the-art scientific information and resources, educates the signal processing community, and provides a venue for people to interact and exchange ideas.

#### Vision:

The Signal Processing Society is a dynamic organization that serves as the foremost source of signal-processing information and resources for a global community. We provide a comprehensive range of high-quality resources in formats tailored to the interests of diverse users, making us a one-stop hub for all signal processing needs. We are committed to staying abreast of the rapidly evolving technical landscape and are deeply invested in providing a professional home for the education of signal processing professionals at all levels who utilize signal processing and related concepts and techniques.

### **Strategic Vision**



The IEEE Signal Processing Society aims to create an inclusive, collaborative environment that promotes scientific excellence for all.

- Lead in technical excellence and expand scientific knowledge in new areas.
- Increase industrial engagement and cultivate early- career member engagement and volunteer development participation.
- ▶ *Develop* and deliver high-quality professional educational training to support life-long learning.
- Foster diversity and inclusion of members and volunteers.
- **Evolve** our organizational structure to meet current and future challenges.



#### **Our Members**

SPS ended the 2025 membership year with 23,648 members!



Region	February 2025		
1	1,030		
2	879		
3	621		
4	517		
5	616		
6	1,688		
<b>US subtotal</b>	5,351		
7	453		
8	4,576		
9	523		
10	12,745		
Non-US Total	18,297		
Total	23,648		





SPS's top three countries, who combined account for **63**% of SPS membership, are:





▶ India: 6,265

▶ United States: 5,351

► China: 3,448





### **SPS Student Programs**

Careers, Competitions, and More



- Student Job Fair and Luncheon
  - Past participants include Google, Apple, Amazon, Microsoft, Mitsubishi Electric Research Laboratories, and more
  - Held at major SPS conferences, ICASSP and ICIP
- Student Competitions
  - Signal Processing Cup at ICASSP
  - Video and Image Processing Cup at ICIP
- SPS Scholarship Program
  - Available to undergraduate and graduate students pursuing a career in signal processing
- Travel grants to major SPS conferences
  - ICASSP and ICIP
  - All travel grant programs available on the <u>SPS Travel Grants website</u>



# Signal Processing and Video and Image Processing Cups (SP/VIP Cup)



**Student Competitions** 

- Teams of students work together to solve real-world problems using signal processing methods and techniques
- Three final teams are chosen to present their work at ICASSP (SP Cup) or ICIP (VIP Cup) and compete for the US\$5,000 grand prize
- Final three teams receive:
  - Finalist three teams receive prize money. **Grand Prize:** US\$5,000, **First Runner-Up:** US2,5000, and **Second Runner-Up:** US\$1,500
  - Travel support for up to three team members to attend ICASSP (SP Cup) and/or ICIP (VIP Cup), up to US\$1,200 for continental travel or US\$1,700 for intercontinental travel
  - Complimentary conference registration for up to three team members to present the team's work
  - Attendance to the Student Job Fair and conference Banquet (based on availability)

Full details on the SP Cup and VIP Cup competitions along with important dates and eligibility requirements can be

found on the respective SP Cup and VIP Cup websites. Check back for the most current details.







## **Chapters Overview**

Requirements, Tools, Resources, Benefits, and Programs

### **Connecting Across the Globe**



- ▶ 300+ Chapters and Student Branch Chapters worldwide
- ► Funding available for Chapter events lectures, technical talks, social events, conference travel grants, and more.
- ► Five largest Chapters:
  - Kerala
  - Beijing
  - Bangalore
  - Hyderabad
  - Germany
- ▶ No Chapter near you? Form your own!



#### **Find your Chapter:**

https://signalprocessingsociety.org/sps-chapters



### **IEEE Chapter Requirements**

## **IEEE**

#### **Events and Reporting**

- Each Chapter is required to host a minimum of two technical meetings per year.
  - This does not include Executive Committee meetings, social functions, etc.
  - Chapters who do not meet this requirement risk not receiving their annual rebate.
  - Chapters who fail to meet this requirement for three consecutive years risk being dissolved due to inactivity.
- Chapter Officers are responsible for reporting their Chapter activities to IEEE.
  - Chapter activities must be reported using IEEE vTools in order to meet the two technical meeting requirement.
- In order to ensure continued Chapter diversity and engagement, Chapter Officers may only remain in one position for no longer than four consecutive years. Officers can be re-appointed following a break in service, but may not serve in any one position for more than six years total.
  - Chapter Officers are responsible for reporting changes to their Chapter's elected/appointed officers within 20 days.
- Visit <u>MGA Operations Manual</u> for detailed information.



#### Overview



- vTools (<u>http://vtools.ieee.org</u>)
- IEEE Center for Leadership Excellence (<a href="https://ieee-elearning.org/CLE">https://ieee-elearning.org/CLE</a>)
- IEEE OU Analytics (<a href="https://mga.ieee.org/resources-operations/volunteer-tools/samieee">https://mga.ieee.org/resources-operations/volunteer-tools/samieee</a>)
- IEEE Technical Activities Membership Development
   (<a href="https://ta.ieee.org/operations/membership-development">https://ta.ieee.org/operations/membership-development</a>)







## **vTools Overview**

**Tools for Chapter Management** 



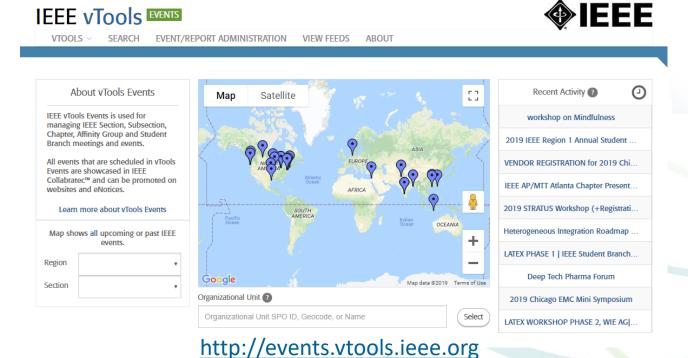
vTools Overview

- IEEE Volunteer Tools (vTools) was developed for IEEE volunteers to simplify Chapter management, administration, and communications.
- Chapter Officers have real-time access to several web-based tools to assist in tasks such as:
  - Events: Event management, promotion, and reporting
  - eNotice: Email blasts, newsletters, meeting notices, and IEEE conference materials
  - Officer Reporting: Officer management and website address maintenance
  - Surveys: Survey creation and management
  - Voting: Enables Chapter Officer elections
  - WebInABox: Chapter website creation and maintenance
  - Student Branch Chapter Reporting: Activity management and plans for Student Branch
- Sign in using your IEEE credentials



vTools – Events

- Report past Chapter activities and events
- Submit upcoming events
- Event promotion
  - Feeds to IEEE Collabratec and IEEE Event Finder
  - Data feed to external website calendars
- Event registration
  - Ability to route funds to Chapter's bank account (when set up, if applicable)
- Event management
- Search past and future events



Chapter Officers can request access to WebEx platforms via

https://site.ieee.org/vtools/tools-ok/webex/webex-registration/



vTools – eNotice



#### Express eNotice

- •
- Self Service
- · Available for standard geo unit eNotices
- · Exceptions will be processed by staff
  - Special requests
  - · Automatic reminders

https://enotice.vtools.ieee.org

- Request mail distribution of newsletters, announcements, meeting notices, social events, and IEEE conference materials
- Mailing lists updated automatically from IEEE member database
- Communicate with your Chapter members
- Promote your Chapter events
- Email requests are sent to and processed by
   IEEE staff within five business days



vTools – Officer Reporting









https://officers.vtools.ieee.org

- Report changes in your Chapter's leadership
- Manage your Chapter's website URL



vTools – Surveys



- Available to support all geographical organizational units
- Request a survey on the vTools website:

https://vtools.ieee.org/survey-access-request-form/





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vTools - Voting



**V** 







https://voting.vtools.ieee.org

- Conduct elections for Chapter leadership
- Enable members to vote for Chapter officers
- Once election is complete, report results using Officer Reporting



vTools – WebInABox



#### vTools.WebInABox

<u>Help</u>

o browse WebInABox sites please select a site you would like to visit:							
Region:	Region 8	▼ , Section:	Spain Section (R80023)	•			
	Spain	Section Jt. Chap	oter, SP01. ▼ Select				

Please note that not all of the IEEE Organizational Units use WebInABox to host their website. If you do not see the site you would like to visit, then please contact your Section officers for a link.

#### https://webinabox.vtools.ieee.org

- Create a website for your Chapter
  - Showcase Chapter leadership, highlight upcoming events, share files, etc.
- Browse websites for other IEEE organizational units
- Share your Chapter website with SPS staff to promote on the Society website



**IEEE** 

vTools – Student Branch Reporting

- Student Branch Chapters are encouraged, like Chapters, to report their activities
- SPS Student Branch Chapter Chairs and Advisors can report their activity to the Student Branch Liaison at their institution, who will then use the Student Branch Reporting module to report events and changes in leadership
- Starting in 2020 IEEE MGA now requires all Student Branch Chapters to report their activity. Student Branch
  Chapters who do not report their activity for three consecutive years run the risk of their Student Branch
  Chapter being dissolved







**Introduction and Resources** 

#### Introduction



- Formerly SAMIEEE, <u>IEEE OU Analytics</u> is the powerful new reporting tool for Chapter Chairs and other IEEE volunteers to obtain information about their members
- Data visualizations and dashboard views for easy access
- Get your Chapter's member counts and membership information
  - Membership statistics
  - Member lists
  - Member data
  - Potential areas for growth
- Membership development tool
  - Member outreach, renewal reminders, service deactivation, etc.



#### Access and Privileges

#### **IEEE OU Analytics**













- > Learn more about IEEE OU Analytics
- > Memberships and Subscriptions Monthly Statistics

> IEEE Conferences



- Log in with your IEEE credentials
- Displayed data and views will vary depending on volunteer access privileges
- By using IEEE OU Analytics, you agree to accept the <u>IEEE Data Access and Use Policy</u>
- Training resources available through IEEE
   Member and Geographic Activities portal





**IEEE** 

Links and Resources

Training materials

https://mga.ieee.org/resources-operations/volunteer-tools/samieee/11-operations/318-ou-analytics-training-materials

Landing page on IEEE Member and Geographic Activities portal

https://mga.ieee.org/volunteer-hub/volunteer-tools/ou-analytics

• IEEE OU Analytics (formerly SAMIEEE):

https://tblanalytics.ieee.org/#/site/IEEE/views/LandingPage\_0/LandingPage?:iid=1&:usingOldHashUrl=true







Funding Opportunities, Programs, and Resources

### **SPS Chapter Opportunities**

Funding, Programs, and Resources



#### Funding Opportunities

- Distinguished Lecturer Program
- Distinguished Industry Speaker Program
- Chapter Initiatives
- \$500 annual support for social functions

#### Programs

- Chapter Certification Program
- Chapter of the Year Award
- Meritorious Regional/Chapter Service Award

- Chapter Chairs Luncheon at ICASSP
- Travel grants for industry practitioners
- Travel grants for students
- Resources
  - Chapter Locator
  - Chapter Toolkit



#### Distinguished Lecturer Program



- The SPS Distinguished Lecturer Program makes each SPS Chapter eligible to receive up to \$3,500 annually in funding to support pre-approved speakers to give technical talks at SPS Chapter events
- To submit a Distinguished Lecturer request, visit the <u>SPS website</u> for details.
- 2024-2025 Class of SPS Distinguished Lecturers
  - Justin Dauwels *TU Delft, Netherlands*
  - Urbashi Mitra University of Southern California, USA
  - Björn W. Schuller *University of Augsburg, Germany*
  - Tuomas Virtanen Tampere University, Finland
  - Yimin D. Zhang Temple University, USA

- 2025-2026 Class of SPS Distinguished Lecturers
  - Patrice Abry Ecole Normale Supérieure de Lyon, France
  - Scott Acton University of Virginia, USA
  - Selin Aviyente Michigan State University, USA
  - Mathews Jacob University of Virginia, USA
  - Hanseok Ko Korea University, Korea



#### Distinguished Industry Speaker Program



- The SPS Distinguished Industry Speaker Program makes each SPS Chapter eligible to receive up to \$3,500 annually in funding to support pre-approved industry speakers to give professional talks at SPS Chapter events
- To submit a Distinguished Industry Speaker request, visit the <u>SPS website</u> for details.
- 2024-2025 Class of SPS Distinguished Industry Speaker
  - Michiel Bacchiani SHIBUYA STREAM, Japan
  - Farhan Bagai Apple Inc. USA
  - Nada Golmie National Institute of Standards and Technology, USA
  - John Treichler Raytheon Technologies Inc., USA
  - Kush R. Varshney IBM Research, USA

- 2025-2026 Class of SPS Distinguished Industry Speaker
  - Ioannis Katsavounidis Alliance for Open Media, USA
  - Jinyu Li Microsoft, USA
  - Morteza Mardani NVIDIA Research, USA
  - Tomohiro Nakatani NTT Corporation, Japan
  - Justin Picard Scantrust, Switzerland



### **EEE**

#### Chapter Initiatives

- Chapter Initiatives are provisional funding opportunities for projects and events geared toward SPS membership development at the local level
- Proposal submission period occurs semi-annually. Acceptance is on a competitive basis.
- Funding requests must come from SPS Chapter Chair
  - Proposed events must involve a local Chapter to encourage geographic development
- Preference given to membership-related projects that:
  - Cultivate SPS membership by encouraging development, recruitment, and retention
  - Benefit industry members, or feature industry executives
  - Engage and benefit student and young professional members
  - Engage, benefit, and increase membership among women
- To apply, please submit the Local Events and Member-Driven Initiative Proposal Form to sps-mdi@ieee.org.

For more information about organizing local initiatives, please visit: <a href="https://signalprocessingsociety.org/get-involved/organize-local-initiatives">https://signalprocessingsociety.org/get-involved/organize-local-initiatives</a>



## **EEE**

#### Social Functions

- Each SPS Chapter is eligible to receive up to \$500 each calendar year to support smaller-scale Chapter networking functions in conjunction with meetings (coffee breaks, refreshments, etc.)
- Provided on a reimbursement basis
- Must be pre-approved by SPS administrative staff
- To request this funding, submit to the Request and Budget Form:
   <a href="https://app.smartsheet.com/b/form/cfbe2a0d1cb54f97b8071247063a3b89">https://app.smartsheet.com/b/form/cfbe2a0d1cb54f97b8071247063a3b89</a>



### **SPS Student Branch Chapter Funding**



#### **Social Functions**

- Each SPS Student Branch Chapter is eligible to receive up to \$500 each calendar year to support smaller-scale Chapter networking functions in conjunction with meetings (coffee breaks, refreshments, etc.)
- Each SPS Student Branch Chapter is eligible to claim \$25 (up to \$250 total) per new SPS Member in their Student Branch Chapter. This Membership Growth Reward will be available annually.
- Must be pre-approved by SPS administrative staff
- To request this funding, submit to the SBC Funding Request form:
   <a href="https://app.smartsheet.com/b/form/7b10c64ace744504b37e3379e237a408">https://app.smartsheet.com/b/form/7b10c64ace744504b37e3379e237a408</a>
- Any questions regarding Student Branch Chapter funding can be directed to: sp-sbc-funding@listserv.ieee.org



## **IEEE**

#### Chapter Certification Program

- The SPS Chapter Certification Program rewards well-performing Chapters for exemplary programs, interest, activity, membership development, and recruitment
- Certification lasts for a period of four years
- Certified Chapters receive:
  - A certificate of merit to the Chapter Chair
  - An appreciation certificate to each Chapter Officer
  - Travel support of up to \$1,000 annually for Chapter Chair (or his/her representative) to attend Chapter Chairs Luncheon at ICASSP during the four-year certification period
  - Visibility on the SPS website during years of certification
  - Support and visibility via social media, but excluding conference related events
  - Visibility in Chapter News section of the Inside Signal Processing Newsletter.
  - Ability to apply for limited travel support up to \$1,000 for a one Student Member from their Chapter to attend ICASSP and/or ICIP
  - Membership growth reward: \$50 per new member, up to \$500 (10 new members), each year



## **EEE**

#### Chapter of the Year Award

- The SPS Chapter of the Year Award is presented yearly to an outstanding SPS Chapter who has provided its membership with outstanding programs and activities
- The winning Chapter will receive:
  - \$1,000 to use towards Chapter activities
  - The opportunity to publish an article about their Chapter's activities in the *Inside Signal Processing Newsletter*
  - Chapter Chair presentation of his/her Chapter's activities at the Chapter Chairs Luncheon at ICASSP
- Recent Chapter of the Year Award recipients:
  - Kolkata Chapter (2024)
  - Kerala Chapter (2023)
  - Boston Chapter (2022)
  - Gujarat Chapter (2021, 2016, 2015)
  - Delhi Chapter (2020)
  - Hyderabad Chapter (2019)
  - Malaysia Chapter (2018, 2014, 2011)
  - Santa Clara Valley and Vancouver Chapters (2017)
  - Italy Chapter (2013)
  - Tainan Chapter (2012)





Meritorious Regional/Chapter Service Award

- The SPS Meritorious Regional/Chapter Service Award honors the outstanding contributions of any member of the Society to regional activities of the Signal Processing Society.
- Up to two Meritorious Regional/Chapter Service Awards may be presented annually
- The awardee(s) will receive a plaque and a certificate of recognition.
- At this moment, the awardee(s) are eligible to receive up to \$1,200 continental or \$2100 intercontinental travel support to attend the ICASSP awards ceremony and the ICASSP Chapter Chairs Luncheon to present a brief talk highlighting their Chapter's accomplishments. Attendance for the Chapter Chairs Luncheon is mandatory to receive the travel support.





#### Chapter Chairs Luncheon at ICASSP

- The **Chapter Chairs Luncheon** is held annually during ICASSP, SPS's largest flagship conference. Chapter Chairs will receive an invitation to the event via email prior to the conference.
- Certified Chapter Chairs (or their representatives) are eligible to receive up to US\$1,000 per Chapter in travel support to
  attend the event. SPS does not provide dedicated funding to non-Certified Chapters, though these Chapter Chairs are still
  invited and encouraged to attend.
- Chapter Chairs gather to:
  - Network with fellow Chapter Chairs
  - Learn about new SPS Chapter programs and offerings
  - Learn and exchange best practices
  - Get answers to their Chapter-related questions
  - Bring forth ideas and improvements for SPS Chapter programs
  - Learn about IEEE's policies and tools for Chapter management and growth
- Presentation by SPS Chapter of the Year Award winner





**Travel Grants for Industry Practitioners** 

- SPS provides limited support for SPS Chapters to send up to two of their industry members to each ICASSP and ICIP. Industry practitioners can include:
  - Industry (including small and medium enterprise)
  - Industrial research and development
  - Self-employed
  - Consultant
  - Unemployed young professionals unaffiliated with universities
- Eligible members must be nominated by a Chapter Chair to be considered for funding.
- Chapter Chairs are encouraged to nominate their Chapter's industry members to receive funding. While a
   Chair can nominate more than two individuals, a maximum of two members per Chapter will receive funding.
- For more information about this opportunity, visit the **SPS website**.





SPS Chapter Locator

- The SPS Chapter Locator is an interactive map on which you can locate the SPS Chapters in your area
- Search for Chapters by city, state, ZIP code, country
- Find SPS Chapters by IEEE Region
- Full listing of SPS Chapters and Student Branch Chapters and their contact information



Scan here to find the SPS Chapter nearest you! <a href="http://signalprocessingsociety.org/sps-chapters">http://signalprocessingsociety.org/sps-chapters</a>







- SPS volunteers are available to answer your questions and provide Chapter support
  - Regional Directors-at-Large engage with Chapters, identify areas for potential Chapter growth, and provide support to Chapter Chairs in their respective Regions:

#### Regions 1-6

Subhro Das (subhro@ieee.org)

#### **Region 8**

Marius Pesavento (pesavento@nt.tu-darmstadt.de)

#### Regions 7 and 9

Vitor Heloiz Nascimento (vitnasci@usp.br)

#### Region 10

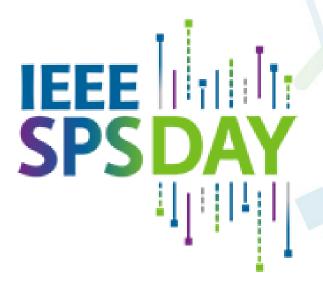
Chiou-Ting Hsu (<a href="mailto:cthsu@cs.nthu.edu.tw">cthsu@cs.nthu.edu.tw</a>)



#### **SPS Day**

Celebrate the formation of SPS!





- SPS Day will be held annually 2 June.
- Participate in a global celebration of SPS contributions, history, and community through SPS-themed events and activities.
  - Use the tag/keyword **#SPSDay** in vTools Events to label your event.
- Submit pictures of your event in the SPS Day Photo Competition!



### **SPS Membership Overview**



## **Essential** \$22/year (\$1 for Students)

- ► Electronic and digital copies of IEEE Signal Processing Magazine
- Monthly e-delivery of Inside Signal Processing eNewsletter
- SPS Content Gazette
- ► SPS Resource Center

#### Preferred \$39/year (\$20 for Students)

- ► Electronic, digital, and print copies of *IEEE Signal Processing Magazine*
- Signal Processing Digital Library
- Monthly e-delivery of Inside Signal Processing eNewsletter
- SPS Content Gazette
- SPS Resource Center

Plus discounts on conferences, discounts on publishing on *IEEE Open Journal* on *Signal Processing*, eligibility for leadership roles, networking opportunities, and more.



### **Developing Nations and Low Income Economies**



#### More accessible pricing for our growing membership

Essential	Preferred	Developing	Low Income
Membership	Membership	Nations	Economies
US\$22	US\$39	US\$11	US\$4
/year	/year	/year	/year

- SPS now offers discounted pricing for those members who reside in developing nations and low income economies
  - Visit the IEEE website for <u>list of eligible countries</u>
  - Discounted Society pricing available only to IEEE electronic members
  - Applies only to Society essential package



#### **SPS Member Benefits**

Available to All Member Grades



- Discounts on SPS-sponsored conferences and workshops
- Discounts on SPS-sponsored publications
- Eligibility to apply for SPS travel grants
- Localized networking and collaboration opportunities through Chapter events
- Events curated for students, graduate students, young professionals, and women
- Eligibility to join Technical Committees and Special Interest Groups
- Access to a global community of engineers to build your network
- Tools and resources for academic and professional success

http://signalprocessingsociety.org



#### **SPS Scholarship Initiative**



Available to Students / Graduate Students

- SPS Scholarship Initiative aims to support the needs for more signal processing expertise by providing financial support to undergraduate and graduate students committed to pursuing signal processing education, and subsequently, careers.
- Multiple prizes given annually, for up to a grand total of up to 7000 USD through three years of consecutive scholarship support.
  - Year 1: Up to 2000 USD
  - Year 2: Up to 2000 USD
  - Year 3: Up to 3000 USD
- Submission period: 1 March through 30 June
- Applicants notified of results: 30 September



### **SPS Chapter Feedback**

**IEEE** 

Help Us Better Serve You

- We are always looking for ways to improve SPS Chapter programs
- Your experience, knowledge, and feedback are valuable to help determine the attractiveness and success of our programs
- Help us better serve of Chapters: fill out the survey by scanning the code below!





### **SPS Chapter Contacts**

Questions? Comments? Ideas?



#### **SPS Staff**

**George Olekson** – *Chapter Inquiries* 

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**SPS Volunteer Leadership** 

Kin-Man (Kenneth) Lam

SPS Vice President-Membership

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