

## **Empowering the Branch Counselors: Need of the Hour**

**Dear Council & Section Chairs, SAC Chairs, Branch counselors and student volunteers,**

Greetings! This email is to announce the Branch Counselor's congress at the section/council level. As you know, the branch counselors are the vital link between the changing student leadership in a student branch.

R10 SAC is planning to organize Branch counselors' congress at section /Council level to motivate the branch counselors to contribute positively to the growth of student branches. **The announcement is attached, the deadline for the proposals being 15<sup>th</sup> March 2009.**

### **Motivating the Branch Counselor:**

1. Make the counselor aware of the possibilities in front of them
2. Make a manual of activities that can be planned (Technical, Professional, Social etc) for the branch
3. The importance of the branch counselor during the infancy of the student branch
4. Financial management of the branch
5. Liaison with the local section
6. Fund raising tips
7. Conduct of effective meetings
8. Resolving a crisis, election process of the branch
9. Calendar of events for the student branch
10. Awards and recognition for the branches, students & counselors

**The SAC committee of R10 is formulating the following new projects to empower the Branch Counselor:** The branch counselor should feel that he/she is taken care by IEEE

- **Branch Counselor's Congress: at section level, council level** one per year with all /partial expenses paid by R10.

### **The proposal should include**

1. **Congress Theme**
2. **Reasons for Application**
3. **Desired Objectives other than stated in this announcement**
4. **Proposed Venue & Dates (should be before October 31, 2009)**
5. **Proposed Budget for Branch counselors congress (the Branch counselor may be charged a very small amount to make sure participation, other wise need not be charged any registration amount, The R10 support to the section level**

**event would be limited to US\$ 500 and the council level event will be limited to US\$ 1000 only. The rest of the budget projection if any has to be raised through sponsorship and support by local section/chapter/student branches). The budget should include the travel allowance to Branch counselors, food and stay if any and other operational expenses.**

**6. Others, if any**

**All the proposals should be submitted by email to**

- 1. Dr. Mini S. Thomas, R10 Student Activities Coordinator [mini@iecc.org](mailto:mini@iecc.org) positively BY 15<sup>th</sup> March 2009, the most innovative proposals will be selected.**