

AICN Newsletter

The Quarterly Publication of the Alliance of IEEE Consultants Networks

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AICNCC Looking to Partner with a Local Network

Since 2013, the Alliance of IEEE Consultants' Networks Coordinating Committee (AICNCC) has resumed the partnering with local consultants networks throughout the United States to hold full-day consultants workshops. The AICNCC has been going to local networks (typically on a Saturday) to conduct full-day workshops, covering everything from getting started in consulting to becoming an entrepreneur. The AICNCC also asks the local network to provide a speaker or two, so the workshop will have a "local feel."

The purposes of the workshops have ranged from helping struggling networks, to reinvigorating network interest, to providing program diversity for a network annual meeting. In the past three years, the committee has partnered with local networks in Florida, Michigan,

California, Texas, Minnesota and Illinois. These local network partnerships fall in line with the AICNCC objectives, which includes fostering U.S. Consultants Networks growth; encouraging consultants to join existing networks or form new ones; promoting the use of independent technical and engineering consultants by industry and business; and providing educational activities for self-employed IEEE members.

If you are a local Consultants Network Chair, and may have an interest in partnering with AICNCC to conduct a workshop, contact Daryll Griffin at d.r.griffin@ieee.org. If you're a local network member, contact your Network Chair, and let him or her know you would be interested in attending this type of workshop.



Participate in the 2016 IEEE-USA Consultant Fee Survey

Since 1972, IEEE-USA has conducted compensation surveys of IEEE's U.S. members. It implemented a separate survey focusing on consultants' compensation in 2002, and, with the exception of 2003, this survey has been conducted annually ever since.

In 2015, IEEE-USA had 1,072 respondents participate in the survey with response rate of 10.2%. The 2015 report represented only those who were identified as self-employed consultants; defined as the 632 individuals who indicated that 50% or more of their consulting hours came from working independently, with partners, or incorporated.



IEEE-USA wants to increase participation from last year's survey. So, if you meet the IEEE-USA consultant criteria, we ask you to participate in the survey. The survey will be sent out to select U.S. IEEE members during the month of May, and will remain open for about three weeks. If the month of May is coming to a close and you've yet to receive a survey invitation, feel free to contact Daryll Griffin (d.r.griffin@ieee.org).

If you would still like to purchase the 2015 IEEE-USA Consultants Fee Survey Report, it is available at: shop.ieeeusa.org/.

For questions, comments or submissions
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www.ieeeusa.org/business

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Start Your Own Local Consultants Network

With the growth of the [IEEE Consultants Networks](#), we now know that many IEEE members—inside and outside the United States—are interested in consulting. The following instructions are designed to help individuals or groups start a local IEEE Consultants Network:

Introduction

You are a consultant, or considering becoming a consultant of engineering services—in simpler terms, a private practitioner. You are an IEEE member, and you would like to be associated with other Consultants. Where do you go?

If there is a Consultants' Network (CN) in your area, join it. Find out if there is one by contacting or searching [IEEE-USA's local network listing](#). Active Consultants'

Networks are in thirty different areas of the United States, and others may be in the formative stages.

A local IEEE Consultants' Network is an invaluable resource for consulting information. You will meet experienced practitioners, as well as others new to consulting. Speakers discuss such topics as taxes, self-marketing, finances, fee setting, software and liability insurance. The network is also a source of potential clients.

If no Consultants' Network exists in your area, consider forming one. Organizing a network can be exciting and rewarding. Reference the following step-by-step instructions for tips on how to start a local Consultants' Network.

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Steps to Start a Consultants Network:

1. **Local Section/PACE Support**—Contact your local Section Chair and/or local PACE (the Professional Activities Council for Engineers, which reports to the United States Activities Board) Chair, or representative, and discuss your intent to form a Consultants' Network. All Section Chairs and PACE representatives have a copy of this procedure. To find out who these people are, refer to your local newsletter. If all else fails, contact IEEE Field Services at (800) 678-IEEE for the names of your Section leaders.

Make arrangements to attend a Section Executive Committee (EXCOM) meeting. At the EXCOM meeting, ask to be appointed Temporary CN Chair, with authority to determine whether your community has an interest in forming a network.

2. **Funding Availability**—Some funds are available for postage, printing, etc., to help get local Networks started. Your local Section PACE Chair, or your Region PACE Coordinator, can be contacted for this financial assistance.
3. **First Meeting Announcement**—With EXCOM's help, schedule an initial CN meeting. Announce the meeting in your Section newsletter. For the first meeting, try to get a good location, and offer light refreshments.

In addition to the newsletter announcement, make personal contacts, and ask EXCOM members to make personal contacts, as well. Do whatever is necessary to let local consultants and IEEE members know that a Consultants Network meeting will take place. Send announcements to local newspapers and magazines.

4. **First Meeting Agenda—At the first meeting:**
 - Determine interest
 - Get input from attendees as to their needs and expectations from a CN
 - Agree to meet on a regular basis
 - Get names and addresses of attendees

- Get volunteers for the following positions: Vice Chair, Secretary and Program Director

Be prepared to schedule the next and later meetings. A good strategy is to schedule all the subsequent meetings at the same location, and at some easily remembered time, such as the second Monday of every month, at 7:00pm. Announce the next meeting in your Section newsletter, and/or post your meeting on [IEEE vTools](#).

5. **Create a Website, with a Directory**—IEEE vTools provides instructions on creating an IEEE Section and group Website. A major activity of all CNs has been to create an online membership listing of the local network consultant's expertise. For samples of existing member listings, checkout the online [IEEE-USA's local network listings](#). On some of these Websites, you will see examples.
6. **Activities for Future Meetings**—Consider the following additional activities for future meetings. These activities both help get business, and also improve consulting skills:
 - Have members give five-minute talks on what they do, and how they get business. Allow time for questions and answers. This activity marks the beginning of internal networking.
 - Conduct an anonymous survey of consulting fees, and make the results available to the members.
7. **Type of Speakers for CN Meetings—Consider inviting the following types of speakers to your meetings:**

- Accountants
- Lawyers
- Marketing professionals
- Insurance experts
- Industry leaders
- University leaders
- IEEE leaders

It's easy to get speakers. Initially, locate speakers through your members. Your members have their own networks of lawyers, accountants, insurance

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experts, other consultants, university professors, city officials, and chamber of commerce members. Such people will usually be pleased to speak to a group of IEEE consultants.

8. **National Conferences/Workshops**—Consider working with the AICNCC to host a workshop. Contact AICNCC committee members or IEEE-USA staff for details.
9. **Making Liaisons with other Organizations**—Now that you are a formal organization, consider making liaisons with other organizations in your area. A relationship with a college or university could give you a platform for doing seminars. Offer to conduct seminars or workshops on technical subjects to these groups.
10. **Membership Fees**—Some local consultant networks charge a small fee to belong to the network. Others don't charge a fee. Some local networks charge to attend meetings if food is being provided, or waive the fee, and allow attendees who wish to skip the food portion of the meeting to do so. Please remember that you cannot charge dues. IEEE members already pay dues to belong to the IEEE.
11. **Code of Ethics**—As IEEE members, we are bound to the [IEEE Code of Ethics](#). As professional consultants, we should go a step further—and also

follow a more stringent code of ethics. A sample code of ethics for IEEE Consultants Networks is based on the National Society of Professional Engineers' Code of Ethics. The primary change is using the term "Consultants Network Member," rather than "Engineer"—as membership is not limited to degreed, or professional, engineers.

12. **Bylaws**—As time progresses, your CN will need a set of Bylaws; a full set of officers; and, possibly, committees. This formation and the bylaws will depend on your CN's size and activity.
13. **Keep the AICN Informed**—Keep the Alliance informed of your progress. The AICN Coordinating Committee is available for advice and consultation to help you form your Network.
14. **Affinity Group Status**—As soon as you have a nucleus of about eight members, apply for recognition as an [Affinity Group](#).

The Alliance of IEEE Consultants' Networks Coordinating Committee (AICNCC), a standing IEEE-USA committee, developed these procedures.

For additional information about IEEE-USA consultant services, contact Daryll Griffin at +1 202 530 8337; or by e-mail, at d.r.griffin@ieee.org.

Sign Up for the IEEE-USA Consultants Database at a Reduced Rate

For a limited time, independent consultants who are IEEE members can subscribe to the [IEEE Consultants Network Membership Premium](#) — which includes allowing members to place their profile in the IEEE-USA Consultants Database — for half the regular cost.

The IEEE-USA Consultants Database allows national companies to find consultants wherever they are. With an annual listing fee of only US\$99 (now half-priced at \$49.50), a single referral will pay for the listing. Along with your database listing, the Premium subscription includes a free subscription to the IEEE-USA Consultants Newsletter, a free IEEE-USA eBook on consulting and access to a free exclusive training webinar.

Subscribe today and take advantage of this half-price offer!





IEEE-USA and the American Red Cross to Provide Temporary Power During Natural Disasters

IEEE-USA and the American Red Cross, Eastern North Carolina Region, are partnering on the MOVE Community Outreach program to provide short-term communications and power solutions after natural disasters and infrastructure failures. Services will include cell phone charging, communication of real-time information, and Internet access for the public.

“When power is lost, people have a difficult time communicating with loved ones, and finding out about what relief services are available,” IEEE-USA President Pete Eckstein said. “These temporary emergency relief provisions will help people stay connected, make sure they can access the help they need, and jumpstart the recovery process.”

Through a specially constructed Mobile Outreach Vehicle (MOVE), volunteer IEEE engineers and technologists will travel to disaster zones to offer the know-how and technology to provide rechargeable power banks, real-time survivor information and Wi-Fi, until regular electricity and data services can be restored.

“IEEE volunteers are eager to provide disaster relief,” said former IEEE Region 3 Director, and project

champion, Mary Ellen Randall. “We also hope to provide consolation and compassion.”

The MOVE unit, which will derive some of its power from solar cells and batteries, will focus initially on the southeastern and south-central United States, areas prone to hurricanes and tornados.

“As the nation’s lead volunteer disaster relief agency, we are delighted to be partnering with IEEE members on this major new initiative,” said Barry Porter, regional chief executive officer of the American Red Cross in Raleigh, N.C. “Supporting the communication, power and information needs of a community after a major disaster is vital to providing a path to recovery.”

When not deployed to a disaster zone, the truck will travel to places such as schools, libraries, fairs and sporting events to promote STEM (Science, Technology, Engineering and Math) education, and raise awareness about the social impact advanced technologies can have.

For more information, or to donate to, or volunteer for, this initiative: visit <http://ieeeusa.org/volunteers/outreach/>.

IEEE-USA Offers Free E-Books to Members in April and May

From 1 April through 15 May, U.S. IEEE members may download a free copy of *Engineers Working with Teachers: A Handbook for Bringing the Excitement of Engineering, Science, Technology, Invention and Creativity into the Classroom*, by author Harry T. Roman.

Teachers today must integrate their curricula, showing how the subjects relate. Roman writes that “This approach is a fundamental underpinning of what we know today as STEM—Science, Technology, Engineering and Math...an exact match with what engineers do all day on the job.”

Roman has spent years conducting seminars and lecturing teachers about demonstrating technology in the classrooms, hosting student design competitions, and helping teachers and students to be more excited and creative about the engineering approach to problem-solving.

Working with the schools has not only made Roman a good resource for teachers and students, it has also helped him with his interpersonal skills, sensitized him to the daily trials of the teaching community, and, he admits, “reinforced my conviction that engineers are in a key position to work with the schools [all engineers must articulate their technology, explaining both its merits and shortcomings, hence making us de-facto-teachers].”

Companies and professional societies have learned that they must reach the K-12 students and stimulate their interests in the engineering profession as a career choice, and how it provides the context for learning

how to solve real-world problems in today’s computer-intensive world.

Engineers Working with Teachers is a guide for how engineers can get their problem-solving message across to teachers and students.

From 1 April to 15 May, you can get your free e-book to download by going to <http://shop.ieeeusa.org/usashop/product/careers/74226>. Log in with your IEEE Web account, add the book to your cart, and use promo code APRFREE16 at checkout.

MAY FREE E-BOOK

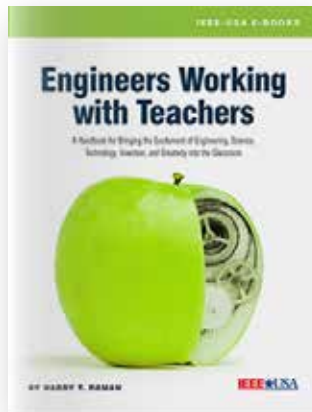
From 1 May through 15 June, U.S. members can download a free copy of *Starting Your Start-Up— Book 5: The Launch*, by author Tanya Candia.

The Launch, presents a detailed roadmap to successfully launching your company and product. From setting realistic goals

for the launch, determining the key messages, and preparing the sales team, to briefing the press and analysts, finding the right venue, and enlisting the help of early customers, this book takes you through all the necessary steps of a successful launch.

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role as an expert. IEEE-USA is providing this link for informational purposes only, and does not vouch for the validity of the information provided.