

IEEE 802 meeting location considerations:

Traditionally there have been the following major considerations for 802 venue selection, these are:

- Travel Accessibility (including from overseas)
- Facility Availability
- Cost
- Attendee Safety
- Perception

Each of these will be discussed in further detail below.

In the early days of IEEE 802, plenaries were generally held in the North America. This was balanced somewhat by holding some interim meetings in non-North American locations. We have always had significant international participation and would like our plenary meeting locations to be consistent with that. Therefore, more recently IEEE 802 has attempted to have non-North America plenary meeting at least once a year, generally on a rotation between Europe and Eastern Asia. Non-North America meetings have been a challenge for us because of the difference in financial basis under which hotels operate and because of the size and facilities of non-North America hotels in general. In North America it is common for hotels to waive meeting room charges with a sleeping room block guarantee and a minimum catering guarantee. Such is not generally the case overseas where a la carte is the norm.

Travel Accessibility:

Visas either not required or available and non-burdensome to obtain for participants coming from a wide variety of locations

Travel time and ease (close to an airport with good service or airport plus public transit)

In one long ago instance we lost foreign participation because the meeting location was an hour's drive from a second tier airport

Share the burden of travel across attendees by varying meeting location.

Low likelihood of severe weather impacting accessibility (March, July and November)

Open network access with good bandwidth

Facility availability:

For plenaries: 700 – 1000 attendees (currently, historic high around 1500)

Hotel space co-located or easily reachable via walking or public transit from meeting location

WiFi in meeting areas (high aggregate bandwidth in place or installable by our contractor)

Beverage and break snacks available (at a cost realizable for meeting fee)

Adequate nearby eateries for an efficient lunch break

(at reasonable cost for attendee's expense allowance)

Meeting rooms sufficient for our few-large-plus-many-small parallel meeting mix (see below for details)

Cost:

Meeting costs (meeting rooms, AV, networking, food and beverage) supportable with an early bird registration rate of \$US850/\$US550 per attendee (lower price if staying in meeting hotel).

In our current experience, costs in non-North American locations are often higher, and compensated by lower cost from meetings in North American locations. If we decide to increase our non-North American meetings, we would either need to find a way to hold those meetings at a lower cost or raise registration fees.

Meeting hotel sleeping room rate of less than \$US200 (plus taxes) per night

Attendee safety:

Personal safety for attendees should not be a cause for extra concern, either in the hotel or going out for meals and exercise.

Perception:

Our venues should support our desired image of being an open, accomplishment oriented organization that welcomes international participation

Meeting rooms for parallel meetings:

1 - 500 seat ballroom - can be split during during the week (200/300)

1 - 350 seat ballroom - can be split during the week (200/150)

1 - 300 seat ballroom - can be split during the week (200/100)

1 - 150 seat room

2 - 100 seat rooms

2 - 80 seat rooms

4 - 60 seat rooms

3 - 40 seat rooms

3 - 30 seat rooms

12 - 25 seat rooms

Total minimum room count: 30 -- Most Plenaries have additional rooms requested.

This does not include the office or storage rooms required.

Annex A - Locs of 802.11 participants

The following table shows a count of 802.11 participants by region and country, based on the data self-reported in the IEEE-SA web account.

Note that ~14% of participants fail to provide this information.

Count of participants	Status			Grand Total
	Voter	Potential Voter	Aspirant	
GAR	184	16	36	236
US	174	16	36	226
CA	10			10
APAC	99	5	32	136
JP	36	3	9	48
CN	30		12	42
KR	24	1	8	33
SG	4		1	5
TW	3	1	1	5
AU	1			1
MY			1	1
NZ	1			1
NO RESPONSE	18	12	41	71
EMEA	40	5	16	61
IL	6	1	5	12
GB	6	3	3	12
DE	7		2	9
FR	5	1	1	7

SE	4		1	5
NL	4			4
RU	3			3
IT	2			2
PL			2	2
IN			1	1
ES			1	1
FI	1			1
BE	1			1
CH	1			1
Grand Total	341	38	125	504

Annex B - Locs of 802.3 participants

The following table shows a count of 802.3 participants by region and country, based on the data self-reported in the IEEE-SA web account for all meetings since 2008.

Note that ~24% of participants fail to provide this information.

AMER			694
AMER	United States of America	US	648
AMER	Canada	CA	45
AMER	Costa Rica	CR	1
APAC			170
APAC	Japan	JP	85
APAC	China	CN	48
APAC	Korea	KR	18
APAC	Taiwan	TW	14
APAC	Singapore	SG	3
APAC	India	IN	1
APAC	Hong Kong	HK	1
EMEA			160
EMEA	Germany	DE	61
EMEA	United Kingdom	GB	25
EMEA	Israel	IL	24
EMEA	Italy	IT	10
EMEA	Netherlands	NL	9
EMEA	Belgium	BE	9
EMEA	Switzerland	CH	4
EMEA	Spain	ES	4

EMEA	Ireland	IE	4
EMEA	Sweden	SE	2
EMEA	Denmark	DK	2
EMEA	Portugal	PT	1
EMEA	Norway	NO	1
EMEA	Luxembourg	LU	1
EMEA	Hungary	HU	1
EMEA	France	FR	1
EMEA	Austria	AT	1