

Asian Deans' Forum

The Rising Stars Women in Engineering Workshop 2023

(RSE2023@UTokyo)

Organization Committee meeting

Zoom link: <https://u-tokyo-ac->

[jp.zoom.us/j/81884277063?pwd=NVNyTUhlWmlKVXF1Q1I2YXhCNWJrQT09](https://u-tokyo-ac-jp.zoom.us/j/81884277063?pwd=NVNyTUhlWmlKVXF1Q1I2YXhCNWJrQT09)

Meeting ID: 818 8427 7063

Passcode: RSE2023UT

*Please note that the meeting will be recorded for internal use only.

Date & Time: 14th February 11:00 - 12:00 (JST)

Taiwan: CST (-1) / Singapore: SGT (-1) / Beijing: CST (-1) /

Hong Kong: HKT (-1) / Seoul: KST (0) / Sydney: AEST (+2)

Agenda

- Date and Venue for RSE2023@UTokyo
- Contribution fee
- Number of participants recruiting (Shortlisted/Institutional)
- Program draft
- Schedule
- Marketing
- Others
- Next meeting

<Attachments>

1. Program draft
2. Schedule
3. Flier
4. Email invitation sample

	Speakers	Affiliation	Venue
Day 1 (Monday, 20 November)			
16:00	Dean Interview (by invitation only)		Sanjo Conference Hall
18:00	Welcome Mixer		Restaurant (TBD)
	Master of ceremony	TBD	UTokyo
Day 2 (Tuesday, 21 November)			
9:00	Registration		Sanjo Conference Hall
9:30 / 9:45	Opening		Sanjo Conference Hall
	Chair / Moderator	TBD	UTokyo
	Opening remarks	Dean-elect Yasuhiro Kato	UTokyo
	Plenary keynote	TBD	UTokyo
10:30	Group picture		Yasuda Auditorium
11:30	Keynote 1: Research Leadership for Impact (tentative)		Sanjo Conference Hall
	Moderator	0	0
	Keynote speaker 1 (15-20 min)	0	0
	Keynote speaker 2 (15-20 min)	0	0
	Keynote speaker 3 (15-20 min)	0	0
	Panelist 1	0	0
	(Panelist 2)	0	0
13:00	Lunch break		
14:30	Elevator pitch		Sanjo Conference Hall
16:15	Poster session		Sanjo Conference Hall
16:15	Dean interview (by invitation only)		Sanjo Conference Hall
18:00	Dinner		Restaurant (TBD)
Day 3 (Wednesday, 22 November)			
9:00	Keynote 2: Engaging in teaching and learning (tentative)		Sanjo Conference Hall
	Moderator	0	0
	Keynote speaker 1 (15-20 min)	0	0
	Keynote speaker 2 (15-20 min)	0	0
	Keynote speaker 3 (15-20 min)	0	0
	Keynote speaker 4 (15-20 min)	0	0
	Panelist 1	0	0
	(Panelist 2)	0	0
11:00	Mentoring session		Sanjo Conference Hall
	Mentor 1	0	0
	Mentor 2	0	0
	Mentor 3	0	0
	Mentor 4	0	0
	Mentor 5	0	0
	Mentor 6	0	0
	Mentor 7	0	0
13:00	Lunch break		
14:30	Campus tour		UTokyo Hongo Campus
15:30	Poster session		Sanjo Conference Hall
15:30	Dean interview (by invitation only)		Sanjo Conference Hall
17:00	Closing		Sanjo Conference Hall
	Summary of the workshop	TBD	UTokyo
	Certificate of participation / commemorative gift	Dean-elect Yasuhiro Kato	UTokyo
	Comments from RSE2024 host	TBD	0
	Closing comments	TBD	UTokyo
18:00	End of workshop		

The Rising Stars Women in Engineering Workshop 2023

The University of Tokyo (UTokyo)

20-22 November 2023

Start of the project

14 February 2023

Week to show

1

Task	Institution responsible	Progress status	Start	Due
Program setting				
Set theme for keynotes	UTokyo		14/02/2023	14/02/2023
7 speakers	All	0%	14/02/2023	31/05/2023
2 moderators	All	0%	14/02/2023	31/05/2023
7 or 6 mentors	All	0%	14/02/2023	31/05/2023
Selection of shortlisted participants				
Advertising	All		14/02/2023	25/05/2023
Application	applicants		01/03/2023	25/05/2023
Document screening	All		29/05/2023	12/06/2023
Zoom interview arrangement	UTokyo		16/06/2023	07/07/2023
Zoom interview	All		10/07/2023	21/07/2023
Final list of shortlisted applicants	UTokyo		21/07/2023	31/07/2023
Send out letter to the listed	UTokyo		31/07/2023	04/08/2023
Confirmation by candidates	candidates		04/08/2023	18/08/2023
Final list of shortlisted applicants	UTokyo		21/08/2023	31/08/2023
Selection of institutional participants				
Selection	all		01/03/2023	31/07/2023
Send list to UTokyo	all		01/08/2023	08/08/2023
Dean interview setting				
Selection	all		01/09/2023	30/09/2023
Send list to UTokyo	all		30/09/2023	30/09/2023

Asian Dean's Forum 2023

THE RISING STARS

Women in Engineering Workshop

NOV 20-22, 2023

The University of Tokyo, JAPAN

Interested in an academic career?

Doctoral woman engineer?

APPLY NOW!

Application Deadline:

**25 May
2023**



Hotel accommodation and partial support
for transportation fees paid for selected applicants

Inquiries:

The Rising Stars Women in Engineering Workshop 2023 Secretariat
rse.utokyo@oice.t.u-tokyo.ac.jp +81-3-5841-7055



risingstarsasia.org

Organizers



Asian Dean's Forum 2023

THE RISING STARS Women in Engineering Workshop

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Interested in an academic career?

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Application Deadline:

**25 May
2023**

Organized by Asia's top engineering schools, this workshop brings together young female professionals in engineering disciplines. Insightful plenary and keynote lectures, panel discussions, mentoring sessions, and on-the-site job interviews will help participants kick-start their academic career in one of the top Asian universities.

Eligibility of Applicants:

- All women (cis and trans); and
- Fluent in English; and one of the following
- Fresh PhD graduates or PhD students close to graduation in engineering-related disciplines; or
- Postdocs or young researchers with engineering PhD degrees; or
- Young engineers with PhD degrees working in industry who are interested in exploring careers in academia

Participants from a previous Asian Deans' Forum – The Rising Stars Women in Engineering Workshop are not eligible to apply again.

24 January 2023

Dear _____,

It is our pleasure as the University of Tokyo (UTokyo) School of Engineering to extend an invitation to participate in the Asian Deans' Forum – The Rising Stars Women in Engineering Workshop 2023. Organized by Asia's top engineering schools, this workshop brings together young female professionals in engineering disciplines for insightful keynote lectures, panel discussions, mentoring sessions, and mock interviews.

From Monday, November 20, to Wednesday, November 22, 2023, the workshop will be held at UTokyo's main Hongo campus in the heart of the Tokyo metropolitan area. For selected participants, UTokyo will provide hotel accommodations for these three days, as well as partial support for travel costs from their country to the workshop.

<https://www.risingstarsasia.org>

Application deadline: _____, 2023

Eligible applicants include all women (cis and trans) who are fluent English speakers and belong to one of the following categories:

- Fresh PhD graduates or PhD students close to graduation in engineering-related disciplines; or
- Postdocs or young researchers with engineering PhD degrees; or
- Young engineers with PhD degrees working in industry who are interested in exploring careers in academia

(Participants from a previous Asian Deans' Forum – The Rising Stars Women in Engineering Workshop are not eligible to apply again.)

Inquiries:

The Secretariat

Asian Deans' Forum 2023

The Rising Stars Women in Engineering Workshop

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