

FAQ on establishing a local chapter of UNISEC-Global

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Q: It is difficult to coordinate all universities in our county. Is it possible to establish a local chapter constituted by universities located only in our city?

A: Yes, you can organize it at the country or regional level.

Q: What are the tangible benefits?

A: For example, in Japan, establishing UNISEC brought in the following benefits:

As UNISEC (Japan), we can:

- 1) collect membership fees and donation/sponsorship as a legally registered entity.
- 2) share technical information such as reasonably affordable components and/or necessary information such as how to acquire frequency allocation or finding affordable launch slots among members including new comers.
- 3) lobby to government and other organizations as a group of many universities.
- 4) be a center of activities and get more attention from industries.
- 5) provide students with experience of self-organized activities and fund them.
- 6) provide a forum to share research, information and experiences beyond a single university, and to lead a possible, collaboration with interested universities.

Q: How much will it cost?

A: It depends how you manage it. When we started UNISEC activities in Japan, we started in a professor's room at university. So, maybe a salary for part-timer to help administrative tasks and web maintenance, computer, rental server, etc. would be enough.

Q: What are the practical steps that would have to be taken?

A: If two or more than two universities agree to establish a local chapter, then fill out the application format and submit it to the UNISEC-Global office. Each university has to submit a list of names and email addresses of a professor and student representative. In the Japanese case, we require all member lists so that we can make several mailing lists and collect membership fees properly. Also, a student representative and point of contact (POC) who will serve as secretary should be selected at the local chapter. POC is not necessarily a head or a chairperson of the local chapter.

Q: How would an application be processed?

A: The Steering Committee will evaluate the application and acknowledge it if it meets the conditions of the UNISEC Local Chapter. (In 2014, all applications have been acknowledged.) The acknowledgement is effective for 2 years.

Q: How will the improved communication between university groups assist each satellite project when we establish UNISEC Local Chapter? Could you give examples of how this has worked out in the past?

A: In the Japanese case, students make a "satellite working group" and have a monthly meeting where they can exchange technical knowledge and other related issues such as frequency allocation and launch slot seeking. As a platform to encourage these activities, activities report meeting followed by the general assembly in July and an annual 2-day workshop organized in December can provide a chance to get together.

These events function as milestones, too. Students feel obliged to make one year plan of activities by July, and to show their progress or achievements in December. Since 2003 when the first CubeSats were launched, UNISEC members launched more than 30 satellites for 12 years. Providing opportunities to show what they achieved and to share experiences including failures and information made students aware of their status and necessity of making practical implementation plans.