

2014 IEEE Region 3 Student Branch Leadership Training Workshops

IEEE Region 3 will offer four Student Branch Leadership Training Workshops during the fall of 2014. The purpose of the workshops is to provide student branch leaders with the tools necessary to develop and implement a successful branch plan for the upcoming school year. Student leaders and Branch Counselors should plan to attend a workshop in their area. Local IEEE Section leaders are also encouraged to attend, especially Section Student Activities Chairs. Each workshop will be held on a Saturday from 10:00am to 4:00pm and **requires advanced registration** at \$20 per person. Lunch and refreshments will be provided. The dates and locations of the 2014 workshops (with direct registration links, registration deadlines, and directions to the workshop venues) are provided below.

Orlando, Florida

Date and Time: September 27, 2014 - 10:00am to 4:00pm

Workshop Location: Valencia College
West Campus
University Center, Room 106

Directions: http://valenciacollege.edu/AboutUs/locations/images/Valencia_Campus_Map_West.pdf

Point of Contact: Dr. Deborah Hall (ph. 407-582-1963)

Registration:

<http://www.eventbrite.com/e/ieee-student-fall-2014-leadership-training-orlando-fl-tickets-12667078573>

Registration deadline: September 22, 2014

Birmingham, Alabama

Date and Time: October 25, 2014 - 10:00am to 4:00pm

Workshop Location: University of Alabama at Birmingham
Business and Engineering Complex 155
1150 10th Ave. South
Birmingham, AL

Directions: <http://www.uab.edu/map/business-a-engineering>

Point of Contact: Daniel Camburn (ph. 330-590-7182)

Registration:

<http://www.eventbrite.com/e/ieee-fall-2014-student-branch-leadership-training-birmingham-tickets-13422831049>

Registration deadline: October 20, 2014

Richmond, Virginia

Date and Time: November 8, 2014 - 10:00am to 4:00pm

Workshop Location: Virginia State University
VSU Engineering Building, Room 302
University Avenue
Virginia State University, VA 23806

Directions: <http://www.vsu.edu/about/visit/campus-maps.php>

Point of Contact: Dr. Ehsan Sheybani (ph. 804-520-0102)

Registration:

<http://www.eventbrite.com/e/ieee-fall-2014-student-branch-leadership-training-richmond-tickets-13437083679>

Registration deadline: October 29, 2014

What to bring to the workshop:

Each Student Branch should bring the following items:

- (1) An initial plan of student branch events for the year
- (2) An initial student branch budget for the year
- (3) A list of the current student branch officers and branch counselor with contact information
- (4) A list of the top 2 to 3 student branch goals for the year

Student Travel Reimbursement Policy:

IEEE Region 3 will provide a travel stipend to offset the travel costs of Student Branches if they meet the following requirements:

- (1) At least two people from the student branch attend the workshop
- (2) The student branch has to travel more than 100 miles roundtrip to attend the workshop.

Student branches that meet these three requirements are eligible for a travel stipend. The stipend will cover \$0.50/mile past the first 100 miles. No reimbursement will exceed \$75.

Workshop Agenda (10:00am - 4:00pm)

- 10:00 - 10:15 Sign in
- 10:15 - 10:45 Introductions of workshop leaders and participants
- 10:45 - 11:15 Session 1: IEEE organization, student branch administration
- 11:15 - 11:45 Games
- 11:45 - 12:15 Session 2: Student branch goals, student branch operation, communications, fundraising
- 12:15 - 1:00 Lunch
- 1:00 - 2:00 Session 3: SoutheastCon, IEEEExtreme, member recruitment, S-PACs (SPAx)
- 2:00 - 2:15 Games
- 2:15 - 3:00 Session 4: Branch planning, branch activities
- 3:00 - 4:00 Student branch plan development