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 worskhop 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, IEEEXtreme, 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