Minutes of IEEE REGION 3 ExCom E-Conference

24 March 2008

Attendees: Eric Ackerman*, William Clayton*, Jim Conrad*, J. Patrick Donohoe*, Robert S. Duggan, Jr., Willie Fitzpatrick, Devon Gayle*, David G. Green*, Eric Grigorian, Wah Wah Myint Garris, Jeff Haeberlin, Adeeb Hamzey*, Roy Harris, Sean Haynes, Charles E. Hickman*, Don Hill*, Keith Jadus*, William Labelle, Charles J. Lord*, George F. McClure*, John Montague*, John Parr*, Mary Ellen Randall*, William B. Ratcliff* (chair), James N. Remich, Richard L. Riddle*, Wilfred A. Roberts, Lee Stogner* (* ➔ voting members)

David Green, serving as facilitator as requested by Director Ratcliff, convened the ExCom at 9:00 pm EDT. Director Ratcliff welcomed everyone to the e-conference and thanked them for their participation. The group used the new conferencing bridge service with Skype, toll-free 1-888, and long distance dialing along with IRC and web pages to accomplish its work.

The agenda was reviewed and adopted including the consent agenda:

- Received the reports listed in the Information Agenda.

The officers reviewed items from their written reports.

Action Agenda

The ExCom took the following actions:

- Approved the minutes of its 24 February 2007 meeting.

- Approved modifications of the budget as distributed.

- Approved the 2008 Region 3 Strategic Plan as distributed.

Discussion Agenda

William Clayton briefly reviewed the issues related to the distribution of the newsletter and will have an action item for the Region 3 Committee on this subject.

Treasurer Charles Hickman led the group in a discussion of funding for Sections Congress 2008. He reviewed expected costs and plans for Region support of primary delegates from the Section. This funding will be reported at the Region Committee meeting. Director Ratcliff expects to also cover the funding of other participants such as Region 3 Committee members who are not primary delegates and Region 3 sponsored speakers at the meeting. The challenge is to maximize participation while recognizing budget limitations.

The ExCom discussed the status and plans for SoutheastCon 2008. Eric Grigorian expressed that the concern that low registration for the tutorials would cause some of them to be canceled. He also reviewed present student contests registration numbers: 41 schools in hardware competition, 23 schools in hardware presentation competition (Friday night), 21 schools in software competition, and 8 schools registered for the ethics competition. Keith Jadus noted that 526 registrations had been processed. He also noted that the web site had been updated with hotel information for those who had not made reservations yet.

The Help Desk effort will be the subject of a breakout at the Region 3 Committee meeting. Bill Marshall will lead this breakout. Director Ratcliff expects to name the other breakout facilitators soon.

Charles Lord announced that there would be training on new collaborative tools and SAMIEEE at the Region 3 Committee meeting. ExCom members are urged to install and become familiar with Skype teleconferencing software.

Director Ratcliff announced the next ExCom would be 14 April 2008 9-11pm EDT using the conference bridge and either IRC or the new IEEE Collaboration tools.

Having completed its business, the ExCom was adjourned.

Respectfully submitted,

David Green
Secretary