

**Minutes of IEEE REGION 3 MEETING**  
**6 April 2008**  
**Von Braun Civic Center**  
**HUNTSVILLE, AL**

**Attendees:** Eric S. Ackerman, James M. Anderson\*, Salame Amr, Marc Apter, James Beahn\*, James H. Beall, Thomas Bellamine\*, Tim Bigelow\*, Dan Bishop\*, James Bolitho\*, Kenneth D. Buchanan\*, Dale Caston, William B. Clayton, David A. Conner, James Conrad\*, James Corr\*, Wilbur Dale\*, Robert Dawson, Dennis Dice\*, J. Patrick Donohoe, Robert S. Duggan, Jr., Joey Duvall\*, Adel Elmaghraby\*, Irving Engelson, Matthew Erickson, Willie J. Fitzpatrick\*, Laura Franklin\*, Wah Garris, Devon L. Gayle\*, Paul Goodsen, David G. Green\*, Tom Habetler, Adeeb Hamzey\*, Gerhard Hancke, Roy H. Harris, William B. Harrison, Sean Haynes, Charles E. Hickman\*, Donald W. Hill, James M. Howard, Charles Husbands\*, R. L. Jackson\*, Keith Judus\*, Cecilia Jankowski, Ron Jensen, Moshe Kam, Ibraheem Kateeb, Terry Kurtz\*, William Labelle, Joe Lillie, Shuo Liu\*, Charles J. Lord, William S. Marshall, IV, George F. McClure\*, John Montague\*, Lewis Mozzini, Suraj Padnabhan, John M. Parr\*, Mary Ellen Randall, William B. Ratcliff\*, Pedro Ray, Jim Remich\*, Richard L. Riddle\*, Wilfred A. Roberts\*, Michael Rollins\*, Susan Ronning\*, Ralph Russell\*, Monroe Savage, Eric M. Schwartz\*, Percy F. Shadwell\*, Cheryl Sinauskas, Gordon Skelton\*, Lee Stogner\*, Mark Stokes\*, C. Stuart Talbert\*, Albert Tiedemann\*, Dan Toland, Vera Sharoff, Tom Smith, Amy Wilson, Adam Wofford, Donghui Wu\* (\* → voting members)

The Region 3 meeting was held in conjunction with SoutheastCon 2008 at the Von Braun Civic Center in Huntsville, AL on 6 April 2008. The following relate to the agenda items and define any actions taken. Region Director William Ratcliff conducted the meeting.

**Approval of Agenda:** Two action items from the Conference Committee were added to the agenda. The agenda was approved as amended.

**Consent Agenda:** The consent agenda was approved:  
Region Committee to receive the reports listed in the Information Agenda.  
Region Committee to approve the minutes of its 28 October 2007 Meeting.

**Officer Reports:** Director Ratcliff delayed his comments until the discussion agenda. Director-Elect Stogner emphasized the need for Sections to implement member recovery activities now that the “terminator” had been run. Treasurer Charles Hickman reviewed the 2008 budget and the actual finances related to 2007. Past Director McClure presented Director Ratcliff the Region 3 Gavel.

**Action Items:**

- a. After discussion, the Region Committee voted to award SoutheastCon 2010 to Charlotte Section and the North Carolina Council and approved up to \$7000 of seed money. Fifty percent of the risk and surplus would go to the region and 50% split equally between the Charlotte Section and the North Carolina Council. Jim Conrad reviewed the proposal with the group and answered questions from the group.
- b. The Region Committee voted to delegate to the Region 3 ExCom the ability to award of SoutheastCon 2011 to the Ft. Lauderdale Section since satisfactory resolution of various details was pending.
- c. The Region Committee voted to approve the Region 3 Funding Plan for supporting the primary delegates to participate in the Sections Congress 2008. Sections Congress Co-

Coordinator Sean Haynes and Director Ratcliff reviewed plans for Sections Congress 2008.

- d. The Region Committee voted to approve the following:

The annual newsletter to all members will be delivered primarily in electronic form. Members who do not receive Region 3 e-notices will continue to receive hard copies. The newsletter will also include notification of this policy, encouraging members that do receive hard copy versions to enable electronic distribution

### **Discussion Agenda**

- a. GOLD Chair Wah Garris discussed her plans for the GOLD and asked the Section Chairs to work with her.
- b. Bill Harrison discussed Region 3's involvement in government relations and facilitated the discussion to consider expanding this participation.
- c. IEEE Staff Member Vera Sharoff briefed the group on IEEE MemberNet.
- d. Director Ratcliff reviewed the activities of Saturday and named several ad hoc groups:
- Don Hill to lead a group to investigate building support infrastructure, including tools, to provide logistics and expertise to help sections hold workshops and conferences, including SoutheastCon
  - Charles Lord to lead a group to build on existing structure and lessons learned in LDO to:
    - Develop mentoring training for section level
    - Collect best practices within R3 sections for publishing as well as help desk
    - Develop and deliver officer how-to training that can be delivered using on-line methods when possible and re-used for next officer in line
    - Identify leadership skills training that can be used by the sections for enhancing member engagement
  - Director Ratcliff and Jim Conrad to lead a group to develop guidelines and best practices for project management and train current project leaders (including conferences). Engage resources such as the Technical Management Council (former Engineering Management Society) if possible.
  - Bill Marshall to continue to lead a group to work on the Help Desk project.
  - Butch Shadwell to continue to lead the life cycle and engagement project.
  - Communications Committee Chair Bill Clayton will help the above groups and others to make use of the tools and techniques discussed in training on Saturday.
- e. Huntsville Section Chair Willie Fitzgerald requested that members send him photos of events at this meeting

### **Old Business:**

No old business identified.

**New Business:**

No new business identified.

**Date and Location of Next Meeting:**

The next Region 3 meeting will be 18 September 2008 in Quebec, CA immediately before Sections Congress 2008.

**Adjournment:**

After a few closing remarks by Director Ratcliff, the meeting was adjourned at 10:45 a.m.

Respectfully submitted,

David G. Green  
Region 3 Secretary