

TO: *David Green, Director Region 3*

FROM: *Nicholas Smith, GOLD Coordinator Region 3*

DATE: *March 9, 2012*

SUBJECT: *Update on Region 3 GOLD Progress*

SUMMARY

The goal of this document is to provide an accurate depiction of where I stand as the Region 3 IEEE GOLD Coordinator.

Tasks

1. Gain access to the Region 3 GOLD webpage and post information about the Region 3 GOLD Section Chair working group.
2. Create a GOLD Alabama Section Facebook page. This page will be used to connect local GOLD members and organize events.
3. Organize a STEP Event with the UAB IEEE group and the graduating IEEE members.
4. Establish a monthly GOLD Section Chair working group webinar.

Help needed

1. Where should I establish the Region 3 GOLD Webpage?
2. Do I need to get permission/approval before I setup an Alabama Section Facebook page?
3. There are roughly 10 contacts required on the form to submit for funding the STEP event. I am going to need help to get some contact information.
4. Do I have access to the webinar tool we use for the R3 ExCom meetings? If not do you have any suggestions on how I could host a webinar for 7 people?

Alabama Section Plan

1. Host IEEE GOLD STEP meeting by April.
2. Host IEEE GOLD event at Parkside Café by July.
3. Host third IEEE GOLD event by the end of the year.
4. Establish new Alabama Section Chair.

Region 3 GOLD Coordinator Plan

1. Establish Region 3 GOLD Website
2. Setup monthly Region 3 Section Chair working group
3. Attend Southeast Con and Houston GOLD/SAC meetings
4. Attend Region 3 Executive Committee webinars

STEP Meeting Information

Event Title: UAB IEEE GOLD STEP Meeting 2012

Sponsoring Section: Alabama Section GOLD

STEP Event Organizer Info:

Nicholas Smith