

Minutes of IEEE REGION 3 ExCom Meeting

30 July 2012

Attendees:

* David Green * Mary Ellen Randall * Gregg Vaughn * Don Hill * Lee Stogner * Jeff Dowdell * Ron Ogan * Wilfred Roberts Bill Tiedemann Bill LaBelle * Sean Haynes * Butch Shadwell	Nick Smith Paul Goodson * John Montague Mary Lynn Smith * Bill Ratcliff * Regina Hannemann Josh Shank Brian Kowald Mark Torres Michael Orlovsky Daniel Tulloch-Reid
--	---

0. Action Items

Previous Action Items from 4 June 2012 ExCom Meeting and previous meetings.

0.1 <Action Item> Regina Hannemann to publish a list of student award winners from SoutheastCon 2012 on the web site for the conference.

0.2 <Action Item> Lee Stogner and Sean Haynes to write a draft Memorandum of Understanding (MOU) for technical Societies who want to hold conferences in Region 3 with the help of Region 3 personnel.

0.3 <Action Item> All members of the ExCom to supply links to information of help to second-level section volunteers to r3-training-info@ieee.org. Richmond Section Vice-Chair Samer Meshreki will organize, distribute, and report the results. Mary Ellen Randall will provide support as needed.

New Action Items

0.4. <Action Item> Gregg Vaughn to amend various documents to bring them in line with the changes to the volunteer and student travel policies adopted at the 30 July 2012 ExCom meeting.

1. ExCom Meeting

Director Green welcomed the ExCom members to the e-conference at 9:01 PM EST and thanked them for their participation. Director Green reviewed the plans for the evening. The group used IEEE's WebEx Web Meeting service.

2. The agenda was reviewed and approved including the consent agenda.

3. The consent agenda consisted of these items.

- Received the reports listed in the Information Agenda
- Approved the minutes of its 4 June 2012 Meeting

4. Director Green presented his report highlighting items from his written report. He called for a moment of silence in recognition of three past Region 3 Directors who have died recently: Jim Beale, Sully Sullivan, and Grover Dossman. He announced that the IEEE Board of Directors recently approved the creation of a rapid-publication, open access mega-journal spanning all IEEE fields of interest. IEEE will no longer award traditional CEU's but will start awarding "IEEE CEU's." Also, IEEE-USA is seeking bids for Sections that wish to host the Annual Meeting and a technical program for 2015. Bill Marshall has resigned because of his job. There will be no face-to-face fall meeting of the Region Committee because of lack of funding.

5. Director-Elect Randall presented her report. She talked about the information one can get from SAMIEEE. She encouraged members to nominate deserving individuals for the IEEE-USA awards.

6. Secretary Vaughn apologized for not posting reports that arrived within a couple of hours prior to the meeting. All reports that have been received will be posted in the meeting archive.

7. Treasurer Hill presented his report. He reported that the income for the Region is as expected for the year so far. However, expenses are high especially travel expenses. There is insufficient funding for a face-to-face fall meeting. As a result of not having a face-to-face fall meeting, there are some limited funds for targeted activities.

8. Past Director Stogner presented his report. He stated that there is a "good slate" of possible nominees for the office of Director Elect. He reported for Bill Williams that membership in the Region is down again by about 1%. He said that some members still need jobs. He agreed to finish the work of the N&A committee so that the ExCom could vote on the slate at the October meeting. The Region will take action at a later time.

9. Action Agenda

9.a The ExCom approved a motion by John Montague to increase the daily rate to be refunded for meals to \$42.00. Also changes were made in the Travel Policy for volunteers to the effect that lodging in hotels other than the conference hotel would be covered only when no rooms were available at the conference hotel and that lodging would be covered only up to the amount of the conference rate for a room.

9.b The ExCom approved a motion by John Montague to increase the daily rate for student travel to \$40.00 to be paid at a flat rate to the student Branch. For SoutheastCon, up to 3 people from each student Branch are authorized to attend for 2.5 days as noted in the existing policy.

9.c The ExCom approved a motion by Sean Haynes to approve the bid for SoutheastCon 2014 by the Lexington Section. The R3 Conference Committee had already approved the original proposal. Sean stated that he saw no remaining issues to delay the award.

9.d The ExCom approved a motion by Regina Hannemann to allocate a total of \$10,000 (an increase of \$6,000) for Fall Student Training in 2012. Regina is planning to hold training events in five locations through out the Region.

10. Discussion Agenda

10.a – SoutheastCon 2013 Timeline. Sean deferred to Butch Shadwell for the report. Butch reported that the committees are functioning, there is a test track for the student hardware competition, there was a tour of the hotel, the 2013 program has been reviewed, meeting rooms have been specified with the same times as 2012. He obtained a revised hotel contract with a requirement for 619 room-nights. He regarded the budget as still valid. The committee has full menus and prices for food. The chair of the technical conference needs more reviewers for papers. The concentration banking account for the conference has been set up. The Jacksonville Section is supplying all of the needed seed money. None from the Region is needed. The vendor of the registration service has been contacted. Eric Ackerman has agreed to run the software competition. Please send requests for additional space to Butch now. The nightly conference room rate is \$139.00.

10.b – Fall Plans, Webex Training Series. Director Green announced plans for a series of training teleconferences using Webex. These will be recorded so that volunteers can watch the training webinars at a later date. New Section officers need to be encouraged to participate.

10.c – Member Engagement: Alabama Section Best Robotics. Mark Torres presented slides about the participation of the Alabama Section in the Best Robotics competition for high school students. After the meeting Mark sent email about the costs of the Best Robotics competition. These costs are estimates obtained from the Office of the Dean of Engineering at UAB. There is no cost to the high schools that participate. It costs about \$25,000 per year to host the competition at UAB. The initial costs were higher because the “returnable” parts of the kits had to be purchased. The costs of the kits (one for each participating school) was about \$1500 the first year of the competition. The costs of the kits in subsequent years is much reduced since only expendable parts have to be replaced. Mark reported that the Alabama Section has contributed about \$3000.00 per year to the Best Robotics competition at UAB.

Round Table

Director Green asked all participants in the teleconference to speak about whatever issues they had.

John Montague encouraged members to purpose a Professional Development activity for their Section. Money is available to support such an activity of about \$500 for each section. However, the activity must be proposed now.

Mary Lynn Smith talked about the need for input on the IEEE Student program and the distributed responsibilities for Section Training.

Ron Ogan reported that Mobile is getting an Air Bus operation.

Date and Location of Next Meeting

The next meeting of the Region 3 ExCom is scheduled for a teleconference on 10 September 2012.

Having concluded the agenda, Director Green adjourned the meeting at 11:00 PM EST.

Respectfully submitted,

Gregg Vaughn
Secretary