

Region 3 SAC
Fall 2012 Leadership Training

Plan: Run five leadership training events (tentative locations)

Sat 8/25 Richmond: VA

Sun 9/16 Charlotte: NC, SC

Sun 9/23 Nashville: KY, TN

Sun 9/30 Birmingham: MS, AL, GA

Sat 10/6 Orlando: FL, (Jamaica?? Cost

question??)

Backup Dates:

Sun September 9

Sat October 13

(Dates are still moving, as we have to adapt to costs and SPAC training Plans) Each event will take place on a Saturday or Sunday from 10:00 to 4:00

Provide lunch to participants

Regina, Joshua, and Mary Lynn attend each event

Invite local regional officers to each event (get lunch and

fun)

Richmond: Sean Hayes

Charlotte: Jim Conrad, Mary Ellen Randall

Nashville: ????

Birmingham: David Green,

Orlando: Jim Anderson

Invite section student coordinator

Cost Estimate:(orange cost, green income) Trying to fit a \$10k budget limit:

Travel for Committee/Trainers

3 people * \$350 ticket/person * 5 events = \$5250

3 people * 1 night * 150 \$ / night * 5 events =

\$2250

Travel for trainers: \$7500

Food/Drink

100 student branches * 0.5 percent that attend * 3.5
people / branch * 15 \$ /
person = \$2625

Student Fee

100 student branches * 0.5 percent that attend * 3.5
people / branch * \$20 cost
/ person = \$3500

total: \$6625

About \$3000 left for “spending” on student travel

student travel:

each branch can apply for a “travel stipend”. Requirements:

- at least 2 persons from branch attend (results in \$40 registration fee)
- branch brings in all paperwork for “students need to bring” (There needs to be at least some basic thoughts)
- branch has a mileage > 100 miles (100 miles is approximately equivalent to \$50)

By demonstrating these requirements: The branch is eligible for up to \$75 mileage for mileage above the 100 miles.

This would enable us to pay up to 40 branches \$75

Reimbursement Procedure:

Google docs form for reimbursement combined with survey on Workshop

make deadline 4 weeks after workshop

Activities:

10:00 - 10:15

Sign in, check for required materials

10:15 - 10:45

Intro of student branches and people present

State your goals

Statement of R3 team goals

10:45 -11:15

Games

11:15 - 12:15

Information Session 1: necessary paperwork,
Facebook communication,
fund-raising, recruitment events

12:15 - 1:00

Lunch

1:00 - 2:00

Information Session 2: SPAC, IEEEExtreme,
Southeast Con events

2:00 - 3:30

Planning Session: work through events and budget

3:30 - 4:00

Have your goals changed?

How do you measure them?

Goals for training session/ 2013 R3 goals

Promote IEEEExtreme (100 teams participating)

Promote Facebook page as method of communication
(800 followers by Oct 15)

Promote other Southeast Con events (15 papers and 20
ethics teams)

Needed Materials:

Information Packet - downloadable

T-shirt rules - RH

Facebook post rules - JS

IEEEExtreme best practices - JS

SPAC something - MLS

Travel policy for student events (Southeast Con) - RH

Fund raising practices (sample email, list of people to ask for money) - RH

Measuring Performance:

Immediate measurements - attendance

Intermediate measurements - Google survey (merge with reimbursement)(one form for each workshop)(make 4 week deadline after workshop)

Prolonged measurements - number of activities implemented

Things to Do:

-Contact sections to find locations (need by mid august)

Students need to bring:

- yearly plan of events (digital and paper copy)

- budget (digital and paper copy)

- entire list of officers and contact information (digital submission to google form)

- List of Goals (2-3)

SoutheastCon 2013 Goals

2012 attended by 50+ student branches and 400+ students

2013 goals:

55 branches

450 students

35 counselors at training

40 branches at training

15+ papers submitted (10 attending)

20+ ethics teams