

Minutes of IEEE REGION 3 ExCom Meeting

15 October 2012

Attendees:

David Green	John Montague
Mary Ellen Randall	Wilfred Roberts
Gregg Vaughn	Tom Weldon
Don Hill	Regina Hannemann
Chris Hardy	Jim Anderson
Bill Labelle	Butch Shadwell
Bill Tiedemann	Ed Kirshner
John Parr	Michael Oriovsky
Brian Kowald	Paul Goodson
Eric Ackerman	Roy Harris

0. Action Items

Previous Action Items .

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.

0.4. <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.

New Action Items

0.5. <Action Item> Butch Shadwell to check on meeting rooms at SoutheastCon 2013 on Friday for Region 3 activities.

0.6. <Action Item> Butch Shadwell to send list of meeting rooms for student activities at SoutheastCon 2012 to Regina Hannemann.

0.7. <Action Item> Regina Hannemann to send to Eric Ackerman dates for various student contest deadlines for SoutheastCon 2013.

1. ExCom Meeting

Director Green welcomed the ExCom members to the e-conference at 9:00 PM EDT 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 30 July 2012 Meeting.
- Received report from the Special Review Committee.
- Received the response from the SAC Chair.

4. Director Green presented his report highlighting items from his written report. He reported on the IEEE elections, the Region 3 Newsletter, the Mobile Section, Region 3 web presence, Area 3 Picnic, and upcoming meetings.

5. Director-Elect Randall presented her report. She highlighted the upcoming webinar for 29 October, member engagement, and IEEE-USA awards activities.

6. Secretary Vaughn reported that all reports that were received 2 hours before the meeting were posted to the web site. He asked that all other reports be submitted for archival purposes.

7. Treasurer Hill presented his report. He reported that NetSuite has had a 10-fold increase in use. Now he can change the NetSuite budget for Region 3 to make needed corrections. He asked for suggestions for budget lines for 2013.

8. Past Director Stogner was not present at the meeting. Director Green noted that the R3 N&A Committee is meeting and is doing background work. The Committee expects to report a slate of candidates at the ExCom meeting on 19 November 2012.

9. Action Agenda

There were no action items.

10. Discussion Agenda

10.a – SoutheastCon 2013 Timeline. Butch Shadwell reported that things are moving ahead in spite of some issues with the credit card clearing house. He suggested that IEEE staff should take the lead in the agreement and set-up with the credit card clearing house. All of the committees are working. The registration function has been contracted to XCD. Meeting rooms have been assigned using SoutheastCon 2012 as a model.

10.b – CLE / Survey Results / WebEx Training Series. Two webinars are planned for the fall. Monday nights at 9:00 Eastern Time is the most popular time slot. Mary Ellen Randall is hosting a webinar on 29 October 2012 that covers succession planning, nomination and appointments, and vTools voting. John Montague plans to do a webinar on Professional Activities. He is seeking input from PACE Chairs and staff at IEEE-USA. The date for this webinar has been moved to 12 November 2012.

10.c – Member Engagement: Mary Ellen and Don Hill reported about a Section Senior-Member Advancement Rodeo. Ray Williams, the Section Chair of the Lexington Section, promoted a Senior-Member Advancement Rodeo at which potential Senior Members were

assisted in upgrading their membership. Four of these members have already been upgraded. Food was provided.

10.d – Report on Student Training Meetings. Regina Hannemann reported that Student Leadership training meetings were held in Birmingham, Orlando, and Charlotte. The meetings helped student leaders plan for their Branches. Each meeting lasted six hours.

Round Table

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

Brian Kowald: Our monthly Section program is progressing. Our students were favorable about the Student Training Meeting that they attended. They are also excited about the SoutheastCon 2013 hardware contest.

Butch Shadwell: I am looking forward to working with the Mobile Section in its attempt to re-establish itself.

Chris Hardy: Sections Congress 2014 is right around the corner. Since Sections Congress only happens once every three years, Sections should start saving now so that they can afford to send representative(s).

Ed Kirshner: Employment and Career Services has had a full slate this Fall at various meetings. Ed said that he is willing to help with the PACE webinar.

Eric Ackerman: Please continue to report problems with the Region 3 Web site.

Jim Anderson: Jim referred members to his article in the Region 3 News Letter.

John Montague: Sections should plan the budget for Professional Development activities for 2013. The IEEE Annual meeting will be in August in Portland OR. Individuals should consider helping with Congressional Visit day.

Regina Hannemann: There are some Student Branches that need to be revived or de-activated. We would like to get as many people as possible on the student Facebook page.

Roy Harris: The review of the Student Activities Committee has been completed.

Date and Location of Next Meeting

The next meeting of the Region 3 ExCom is scheduled for a teleconference on 19 November 2012.

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

Respectfully submitted,

Gregg Vaughn
Secretary