

## **IEEE REGION 3 STUDENT ACTIVITIES COMMITTEE REVIEW**

### **INTRODUCTION**

This review of the Region 3 Student Activities Committee (SAC) will consider both the operations as described in the available documentation and the direction of Region 3 as reinforced by the Region 3 Delegate/Director David Green – to promote member engagement opportunities by the local geographical units in Region 3. The Region 3 Operations Manual dated 15 July 2010 defines the objectives, responsibilities, membership and meetings for SAC (See Section V.12 under Section V. Committees). This first part of this review will focus on evaluating the SAC activities described in this operations manual.

### **OBJECTIVES AND RESPONSIBILITIES**

The objectives of SAC are to coordinate Region 3 student activities and provide advice and support for student activities to IEEE entities. A review of several committee responsibilities follows.

- The Region 3 student conference held each year in conjunction with SoutheastCon is the most visible SAC responsibility. A successful student conference depends not only on SAC but also on the host student branch(s) and the local host section(s). Appendix I in this report highlights the 2011 SAC activities. Although specific data are not available for previous years, the review committee believes that similar activities have been conducted over the years. Therefore, the review committee believes that SAC has satisfactorily fulfilled this responsibility.
- SAC is responsible for ensuring compliance with the approved SAC budget. This responsibility includes providing preliminary budgets to the IEEE Region 3 Finance Committee and monitoring expenses, particularly the travel expenses. Appendix 2 contains SAC budget data from 2005 through 2011. A number of observations can be made from these data. From 2005-2007, over 90% of the budget was disbursed. From 2008-2010, about 65% of the budget was disbursed. In 2011, only 32% of the budget was disbursed.
- The SoutheastCon Student Conference Manual shall be reviewed and revised as appropriate. The manual in the Region 3 website is dated April 2001.
- SAC is responsible for ensuring that rules for all student conference contests reflect the desired goals of the region, have appropriate specificity and complexity, and are relatively free from ambiguity. Any time that groups compete in contests, questions will arise. IEEE is no

exception. Over the years, questions have arisen, particularly for the hardware contest. However, most situations seem to have been resolved in an equitable and timely manner. The rules and contest information are maintained on the Region 3 website.

- SAC is responsible for submitting pertinent and timely committee information to the Region 3 Newsletter Editor. A limited number of articles related to student activities were found in the Region 3 Newsletter for the past few years.

## **MEMBERSHIP**

The Region 3 Operations Manual defines SAC membership. In Appendix 1, Regina Hannemann, the SAC Chair noted that Area/Council members and student representatives will be enlisted to assist in the development of a strategic plan. The review committee commends this approach to promote “engagement” of section volunteers.

## **MEETINGS**

The meetings defined in the Region 3 Operations Manual are conducted each year at the student conference.

## **REVIEW COMMITTEE CONCLUSIONS AND RECOMMENDATIONS**

The Region 3 SAC Chair and the Regional Student Representative are both enthusiastic and committed to focusing on students through “numerous” hands on programs. However, the development of an infrastructure that includes Student Branches, Sections and Chapters that work in an aligned/collaborative environment has not been in their scope. To enhance this development, the Region 3 Executive Committee, with the support of the Region 3 Delegate/Director, is encouraged to evaluate the following items.

- Relationship between SAC and the Student Branches, Sections and Chapters
- Possible areas where students could engage in regional projects and local activities
- Involvement of students in IEEE activities outside of Region 3
- Sharing of social networking skills and capabilities
- Sharing of expertise in synchronous and asynchronous communications to support collaboration
- Interact with the development of the SAC strategic plan noted above in the Membership section

Specific recommendations related to the SAC activities defined in the Region 3 Operations Manual follow.

- Review budgets in Appendix 2 to determine if resources are being distributed appropriately to meet the student needs, particularly in the past two or three years
- Develop an Excel spreadsheet for the student branch reimbursements to improve the expenses approval process
- Review and update the Student Conference Manual and coordinate this activity with the Region 3 Conferences Task Force
- Submit timely articles for inclusion in the Region 3 Newsletter
- Encourage student branches to conduct S-PACS and similar programs to increase interactions between students and career professionals

This review may lead to other opportunities and challenges. Encouraging student members to make IEEE their professional home is the start of a life long engagement with other members, the profession, and society.

Respectfully submitted,  
William B. Ratcliff  
James M. Conrad  
Charles E. Hickman

## APPENDIX 1

### **STUDENT ACTIVITIES COMMITTEE ACTIVITIES - 2011**

The Region 3 Student Activities Committee played a big role at SoutheastCon 2011 in Nashville, Tennessee. More than 400 students participated in the conference. Participation in the various activities follows.

- Student paper contest (9 schools)
- Hardware competition (40 teams)
- Software competition (about 20 teams)
- Ethics competition (12 teams)
- Website competition (several schools)
- T-shirt competition (several schools)

Winners and finalists were honored at the conference awards ceremony.

Other awards and honors include the following.

- Outstanding Student Branch Counselor/Advisor: Dr. Eric Schwartz, University of Florida
- Exemplary Student Branch Awards: University of Florida and University of Central Florida
- Outstanding Student Branch Award: University of Central Florida
- Member Geographic Activities (MGA) Larry K. Wilson Outstanding Student Activities Award: Brian Sapp, University of Florida (2010 award); Kimroy Bailey, University of Technology, Jamaica (2011 award)
- Regional winners of the website competition were entered into the global competition, and the global winner was Christian Brothers University from Region 3

About 40–50 students attended the Friday afternoon student leadership training session. A SAMIEEE presentation was made, and discussions about different activities for Student Branches to organize and participate in made it obvious that more leadership training would be helpful to provide enough knowledge about IEEE to build strong branches with active members. A new Regional Student Representative (RSR), Joshua Shank, a graduate student at Georgia Tech, was appointed in August 2010.

IEEEXtreme programming is a 24-hour competition for students across the globe. On 22 October 2011, over 1500 students participated in this on-line competition. In Region 3, 17 out of 98 student branches participated, and the region had 12 teams in the top 100. The top team in Region 3 was the CutieMarkCrusaders from the University of Florida at rank 13. The project is

growing rapidly, and IEEE believes it will become the world's largest programming competition.

The Student Activities Committee is developing a strategy to include students more in the regional activities. To assist in this effort, Area/Council members and area student representatives will be enlisted. Students will be encouraged to make IEEE their professional home, and, as a result, higher retention from student to professional level will be obtained.

Thanks,  
Regina Hannemann  
Region 3 Student Activities Committee Chair

APPENDIX 2 IEEE REGION 3 BUDGETS STUDENT ACTIVITIES COMMITTEE						
REGION 3 BUDGET - 2005						
DISBURSEMENTS		2003 ACTUAL	2004 ACTUAL	2004 BUDGET	2005 ACTUAL	2005 BUDGET
B-4.80	Student Activities Expenses					
4.81	Student Branch Mileage	10,000	7,349	6,500	10,922	7,500
4.82	Branch Counselor Expense	1,138	1,138	1,400	1,313	1,400
4.83	Branch Chair Expense	1,750	1,120	1,400	1,400	1,400
4.84	Student Paper Contestant Expense	525	613	1,050	525	1,050
4.85	Regional Student Representative(RSR)	2,772	3,478	1,500	0	1,500
4.86	Regional Student Chair (RSAC)	2,642	392	1,500	0	1,500
4.87	Student Member Development	397	0	500	0	500
4.88	Contingency	0	438	500	0	500
	TOTALS	19,224	14,528	14,350	14,160	15,350
REGION 3 BUDGET - 2006						
DISBURSEMENTS		2004 ACTUAL	2005 ACTUAL	2005 BUDGET	2006 ACTUAL	2006 BUDGET
B-4.80	Student Activities Expenses					
4.81	Student Branch Mileage	7,349	10,922	7,500	7,370	7,500
4.82	Branch Counselor Expense	1,138	1,313	1,400	938	1,400
4.83	Branch Chair Expense	1,120	1,400	1,400	1,125	1,400
4.84	Student Paper Contestant Expense	525	525	1,050	469	1,050
4.85	Regional Student Representative(RSR)	3,478	0	1,500	2,291	1,500
4.86	Regional Student Chair (RSAC)	392	0	1,500	881	1,500
4.87	Student Member Development	0	0	500	0	500
4.88	Contingency	438	0	500	743	500
4.89	Financial Advantage Grant	0	0	0	859	0
	TOTALS	14,528	14,160	15,350	14,770	15,350
REGION 3 BUDGET - 2007						
DISBURSEMENTS		2005 ACTUAL	2006 ACTUAL	2006 BUDGET	2007 ACTUAL	2007 BUDGET
B-4.80	Student Activities Expenses					
4.81	Student Branch Mileage	10,922	7,370	7,500	9,294	7,500
4.82	Branch Counselor Expense	1,313	938	1,400	1,313	1,400
4.83	Branch Chair Expense	1,400	1,125	1,400	1,219	1,400
4.84	Student Paper Contestant Expense	525	525	1,050	469	1,050
4.85	Regional Student Representative(RSR)	0	2,291	1,500	2,561	1,500
4.86	Regional Student Chair (RSAC)	0	881	1,500	767	1,500
4.87	Student Member Development	0	0	500	0	500
4.88	Contingency	0	743	500	335	500
4.89	Financial Advantage Grant	0	859	0	0	650
	TOTALS	14,160	14,770	15,350	15,957	16,000
REGION 3 BUDGET - 2008						
DISBURSEMENTS		2006 ACTUAL	2007 ACTUAL	2007 BUDGET	2008 ACTUAL	2008 BUDGET
B-4.80	Student Activities Expenses					
4.81	Student Branch Mileage	7,370	9,294	7,500	7,037	10,000
4.82	Branch Counselor Expense	938	1,313	1,400	1,219	1,400
4.83	Branch Chair Expense	1,125	1,219	1,400	1,219	1,400
4.84	Student Paper Contestant Expense	525	469	1,050	469	1,050
4.85	Regional Student Representative(RSR)	2,291	2,561	1,500	622	1,500
4.86	Regional Student Chair (RSAC)	881	767	1,500	823	1,500
4.87	Student Member Development	0	0	500	0	500
4.88	Contingency	743	335	500	455	500
4.89	Financial Advantage Grant	859	0	650	0	0
	TOTALS	14,770	15,957	16,000	11,844	17,850
REGION 3 BUDGET - 2009						
DISBURSEMENTS		2007 ACTUAL	2008 ACTUAL	2008 BUDGET	2009 ACTUAL	2009 BUDGET
B-4.80	Student Activities Expenses					
4.81	Student Branch Mileage	9,294	7,037	10,000	4,104	10,000
4.82	Branch Counselor Expense	1,313	1,219	1,400	731	1,400
4.83	Branch Chair Expense	1,219	1,219	1,400	956	1,400
4.84	Student Paper Contestant Expense	469	469	1,050	450	1,050
4.85	Regional Student Representative(RSR)	2,561	622	1,500	101	1,500
4.86	Regional Student Chair (RSAC)	767	823	1,500	1,735	1,500
4.87	Student Member Development	0	0	500	0	500
4.88	Contingency	335	455	500	693	500
4.89	Financial Advantage Grant	0	0	0	1,500	0
	TOTALS	15,958	11,844	17,850	10,270	17,850
REGION 3 BUDGET - 2010						
DISBURSEMENTS		2008 ACTUAL	2009 ACTUAL	2009 BUDGET	2010 ACTUAL	2010 BUDGET
B-4.80	Student Activities Expenses					
4.81	Student Branch Mileage	7,037	4,104	10,000	8,524	10,000
4.82	Branch Counselor Expense	1,219	731	1,400	188	1,400
4.83	Branch Chair Expense	1,219	956	1,400	94	1,400
4.84	Student Paper Contestant Expense	469	450	1,050	0	1,050
4.85	Regional Student Representative(RSR)	622	101	1,500	1,460	1,500
4.86	Regional Student Chair (RSAC)	823	1,735	1,500	1,119	1,500
4.87	Student Member Development	0	0	500	0	500
4.88	Contingency	455	693	500	1,158	500
4.89	Financial Advantage Grant	0	1,500	0	0	0
	TOTALS	11,844	10,270	17,850	12,543	17,850
REGION 3 BUDGET - 2011						
DISBURSEMENTS		2009 ACTUAL	2010 ACTUAL	2010 BUDGET	2011 ACTUAL	2011 BUDGET
B-4.80	Student Activities Expenses					
4.81	Student Branch Mileage	4,104	8,524	10,000		8,000
4.82	Branch Counselor Expense	731	188	1,400	4,192	1,400
4.83	Branch Chair Expense	956	94	1,400		1,400
4.84	Student Paper Contestant Expense	450	0	1,050		1,000
4.85	Regional Student Representative(RSR)	101	1,460	1,500		1,500
4.86	Regional Student Chair (RSAC)	1,735	1,119	1,500		1,500
4.87	Student Member Development	0	0	500		500
4.88	Contingency	693	1,158	500		500
4.89	Financial Advantage Grant	1,500	0	0		500
	TOTALS	10,270	12,543	17,850	5,042	15,800
NOTE: Region 3 is using the IEEE NetSuite software. This software does not allow all of the Student Activities budget items used in past budgets. Therefore, Region 3 accounts will be modified to conform to the new software.						