Professional Activities Operations Committee

Report to IEEE Region 3 ExCom   11/19/2012

The Professional Activities Webinar scheduled for Nov 12 was postponed due to IEEE email problems caused by power outages at IEEE HQ and personal needs of presenters resulting from the damage caused by hurricane Sandy. After the holidays the webinar will be rescheduled based on the availability of presenters.

Section interest in the IEEE-USA 2012 MPE program has been disappointing (all USA Regions, not just Region 3). The IEEE-USA PACE

IEEE-USA 2012 Member Professional Engagement (MPE) Bonus program

REQUIREMENTS FOR $200.00 GRANT:
1. A Section must hold 3 or more local events with a Professional Development focus.
2. The aggregate attendance at these events must exceed 100.
3. Events must be reported using the vTools L-31 application.

Section	Results thru 11/18/2012	Attendees	Comments
ATLANTA Total	# of Meetings = 14	156	only 5 meetings should have been reported as "Professiona" but cumulate attendee count for these > 100
CENTRAL NORTH CAROLINA Total	# of Meetings = 3	55	
COASTAL SOUTH CAROLINA Total	# of Meetings = 2	35	
DAYTONA Total	# of Meetings = 2	26	
EASTERN NORTH CAROLINA Total	# of Meetings = 5	86	
FLORIDA WEST COAST Total	# of Meetings = 8	79	
HAMPTON ROADS Total	# of Meetings = 1	32	
LEXINGTON Total	# of Meetings = 2	182	insufficient info to determine if 168 attendee "meeting" qualifies as PACE event
MELBOURNE Total	# of Meetings = 3	41	
MEMPHIS Total	# of Meetings = 2	160	
MISSISSIPPI Total	# of Meetings = 7	214	most meetings appear to be Technical, not Professional
ORLANDO Total	# of Meetings = 3	76	
RICHMOND Total	# of Meetings = 2	51	
TALLAHASSEE AREA Total	# of Meetings = 2	121	insufficient info to determine if 68 attendee "meeting" qualifies as PACE event; 2nd mtg Technical, not Professional
WESTERN NORTH CAROLINA Total	# of Meetings = 7	137	
Qualified - payment end of Dec.			
Nearly Qualified			
Reporting problems			

 Committee is considering continuation of this program into 2013 and is interested in feedback from Sections about what changes would cause greater participation; send email to montague@ieee.org. If continued the program would be limited to

use of the remaining portion of the $20,000 budgeted for 2012 after Sections qualifying in 2012 have grants paid (about $15K).

The first weekend in August is the date for the IEEE-USA 2013 Annual Meeting and PACE leadership training. Region 3 subsidies for Section PACE Delegates come from funds provided by the IEEE-USA PACE committee which has directed that first time attendees be given preference for these funds. Additional guidance is expected from the committee as to how much discretion individual Regions are allowed in apportioning funds between first time attendees and prior attendees. Sections should include in their 2013 budgets funds to fully support their PACE Chair's travel to the IEEE-USA 2013 Annual Meeting if they have attended prior events. A Section PACE committee should not be a "committee of one" and the appointment of a PACE Vice Chair is encouraged – a first time attendee Vice Chair may be given priority for PACE Delegate travel funds over PACE Chairs who are prior attendees.

2013 Budget time is at hand. Sections should plan for at least four PACE events in 2013, at least one of which should be more significant than a unit meeting, i.e., a Professional Awareness Seminar (formerly M-PAC) or an Engineering Week series of events. When budgeting for these activities keep in mind that the guidelines for Region funding assistance is that Region funding be no more than the Section's funding (excluding other sources of event funding), normally with a maximum of $500 although exceptions are readily available if significant numbers of members are served. Also consider budgeting for other Professional Activities like support for a member who will participate in the Congressional Visit Day program.

Requests for 2012 Region support of Professional Activities Projects is about $2K less than the amount that IEEE-USA will reimburse the Region. Final reports for all 2012 Professional Activities Projects approved for Region 3 funding are due no later than Sunday December 16 – this is a hard deadline unless a written extension has been obtained. This report must show total actual expenditures for the project and income by funding source (non IEEE entities, participant fees, Section funds, Region funds, etc.). Final Region payment to the Section will be made based on this report. Sections are invited to submit a similar report for each additional Professional Activity that has received Section funding. Based on all reports received, Sections will be reimbursed for some of their expenditures on a pro-rata basis until all the IEEE-USA reimbursement allocation has been used.

Recent Activities:
Oct 29 IEEE-USA PACE committee meeting in Washington DC
Development of Professional Activities Webinar
Region 3 budget activities (chart-of-accounts update, 2013 planning)
Review/rewrite of Region 3 OpsMan section on IEEE-USA PACE funding (in process)

John Montague, IEEE Region 3 PAOC & PACE Chair