

Minutes of IEEE REGION 3 ExCom Meeting

5 August 2013

Attendees:

David Green
Gregg Vaughn
Don Hill
Lee Stogner
Jeff Dowdell
Tom Weldon
Jim Anderson
Tony Richardson

Bill Tiedemann
Sean Haynes
Ken Pigg
John Montague
Bill Ratcliff
Brian Kowald
Mark Torres
Yuri Quintana

0. Action Items

Previous Action Items.

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.

0.11. <Action Item> Ron Ogan to send a recommendation regarding the control of email lists for Sections in the IEEE Listserv to Eric Ackerman.

New Action Items

0.19 <Action Item> David Green to set up meeting between IEEE staff and the Remote Conferences / Meetings Committee to discuss WebEx features available to Sections.

1. ExCom Meeting

Director Green welcomed the ExCom members to the e-conference at 9:06 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 the agenda including the consent agenda.

3. The consent agenda consisted of these items.

- Received the reports listed in the Information Agenda.
- Approved the minutes of the 29 April 2013 ExCom Meeting.
- Received the appointment of Javier Handal as GOLD Representative.
- Received the appointment of Lee Stogner to MR&R Sub-Committee.

4. Director Green presented his report. He presented highlights from his written report: appointments, congratulations, focus, next month, and information.

In addition to his report, Director Green asked all ExCom members to create a written report for next month's meeting highlighting what has been done this year and what is expected to be done by year end. Many of the members of the ExCom posted goals at the beginning of the year against which they can report.

5. Director-Elect Randall submitted a written report. She was not present at the meeting.

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. He enabled VOIP for the meeting and all future meetings.

7. Treasurer Hill reported the financial status of the Region so far this year. He anticipates about \$10,000.00 in expenses for the IEEE-USA Annual Meeting.

8. Past Director Stogner was not present.

9. Action Agenda

9.a – There were no items in the Action Agenda.

10. Discussion Agenda

10.a – Committee Report: 360 Degree View of the Member. Bill Ratcliff presented slides about the committee's work. He also presented an XMind demonstration of the committee's work product so far.

10.b – Committee Report: SoutheastCon Structure. Pat Donohoe presented in the place of Grayson Randall. He presented the written report of the committee. Most of the work so far concerned the interaction between students and professional members at various events at SoutheastCon.

Sean Haynes mentioned the problem of finding a location for SoutheastCon 2015. This task has been difficult because of the large amount of meeting space needed in comparison to the number of lodging rooms. Sean talked about having a conference with a longer duration in which multiple groups used the same meeting rooms serially. Tom Weldon mentioned a problem with a longer conference. If participants charter a bus, then they all must stay for the entire (longer) duration.

10.c – Committee Report: Leadership Development / Training Program. Yuri Quintana's section with others has been working toward developing a Leadership Development Program. They have reviewed some on-line training material. They are considering organizing a workshop for September or October 2013. The outline of the leadership workshop will be provided at the next ExCom meeting.

10.d – Committee Report: Remote Conferences / Meetings. Bill Tiedemann stated that the WebEx Event Center (as it is currently configured) is not acceptable for remote conferences or meetings. The WebEx Meeting Center should be made available to local Sections. Director Green volunteered to follow-up with staff to facilitate either the availability of Meeting Center or a discussion between staff and the committee about the lack of this mode.

Yuri Quintana has a Section program that he would like to share (by way of teleconference) with other Sections in the Region on October 2, 2013. Don Hill has a similar request.

10.e – Committee Report: STEM. Theresa Brunasso was not present at the meeting. The work of the committee is just starting.

10.f – Fall webinar suggestions. David Green asked for suggestions to be sent to him. He suggested a webinar for using the voting tools.

10.g – PAOC. John Montague pointed to a few slides from his presentation. He showed slide 16 concerning student meetings scheduled for the fall. He suggested looking at slides 21-26 for funding information. Slide 28 starts suggestions to Sections about planning for 2014.

Date and Location of Next Meeting

The next meeting of the Region 3 ExCom is scheduled as a teleconference on 9 September 2013.

Having concluded the business of the meeting, Direct Green closed the meeting at 11:02 PM EST.

Respectfully submitted,

Gregg Vaughn
Secretary