Minutes of IEEE REGION 3 ExCom Meeting

9 September 2013

Attendees:

David Green	Eric Ackerman
Mary Ellen Randall	Bill Tiedemann
Gregg Vaughn	Bill LaBelle
Don Hill	Jim Conrad
Lee Stogner	Ken Pigg
Jeff Dowdell	John Montague
Tom Weldon	Mary Lynn Smith
Curtis Lee	Bill Ratcliff
Ron Ogan	Pat Donohoe
Daniel Tulloch-Reid	Jamie Imanian
	Brian Kowald
	Grayson Randall

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

0.20 <<Action Item>> Bill Tiedemann to request that vTools Voting include Council elections.

1. ExCom Meeting

Director Green welcomed the ExCom members to the e-conference at 9:03 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 5 August 2013 ExCom Meeting.

4. Director Green presented his report. He presented highlights from his written report: Bill Tiedemann's committee had recommended having the ability to use WebEx MEETINGS. This ability is now deployed. Also, as a member of the IEEE IT Advisory Committee, Director Green was aware discussions about an on-going collaboration platform for authors and members. He urged the members to vote in the election.

5. Director-Elect Randall submitted a written report. She participated in an EAB strategic planning exercise.

6. Secretary Vaughn reported that all reports that were received 1 hour before the meeting were posted to the web site. He asked that all other reports be submitted for archival purposes.

7. Treasurer Hill reported the financial status of the Region so far this year. The expenses for IEEE-USA annual meeting and for student meetings have not yet hit the balance sheet. Certain Section officers can sign up to view what the Section treasurer has entered in the NetSuite program.

8. Past Director Stogner presented his report. He presented highlights from his written report. He is still working in the Transportation initiative, conferences, transactions, etc. He is also chairing the Membership Recruitment & Recovery committee with the help of Jim Howard.

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 committee's work so far. He expects a final report by late October or early November 2013.

10.b – Committee Report: SoutheastCon Structure. Grayson Randall had no new information to present. His committee's focus has been on the student part of the conference.

10.c – Committee Report: Leadership Development / Training Program. Yuri Quintana has been working toward a Leadership Workshop. He is working with IEEE-USA, who are developing a long-term training program. He is targeting the January / February 2014 time frame for a workshop. He is planning a conference telephone call in the next few weeks to involve all parties. He said that he may have the curriculum by the October ExCom meeting. Pat Donohoe reported about a successful student conference with an attendance of 30 students.

10.d – Committee Report: Remote Conferences / Meetings. Bill Tiedemann reported that the WebEx Meeting Center has been made available to local Sections. Now teleconferences can be recorded and VOIP is integrated. The Event Center is for webinar (one-way) voice communication. His committee will issue a final report in the October 2013 time frame about recommended equipment. His committee will investigate Google Hangout and other platforms.

10.e – Committee Report: STEM. Theresa Brunasso was not present at the meeting.

10.f – Financial webinar. There will be a Financial Webinar about NetSuite on 12 September 2013 at 11:00 AM EDT.

10.g – Voting webinar. Bill Tiedemann will be presenting a webinar on voting in the Fall of 2013. This webinar will be an introduction to vTools Voting. Tom Weldon had a question about voting in Council elections. Bill said that he would investigate Tom's concern. John Montague said that the Councils were not instantiated in any part of vTools at the present time.

10.h – Member Engagement Example. Mary Ellen Randall introduced Ken Pigg, Eastern North Carolina Section Chair. Ken recently held a meeting on training that attracted people that do not usually attend Section meetings. Ken Pigg described his Section as a rather large one. However, there were some Chapters that have not met recently. He had an idea of a training session showing people what has to be done to plan and execute a meeting. There were 22 people at the training session including several who have not recently attended a meeting. He is planning follow-up web-based training on SAMIEEE and WordPress.

Round Table

Bill LaBelle. Bill requested articles for the next issue of the Region 3 Newsletter.

Brian Kowald. Brian held annual strategic planning retreat for his Section.

Don Hill. Don requested that everyone mark March 13-16, 2014 on their calendars for SoutheastCon 2014.

Eric Ackerman. Eric asked everyone to review the material on the Region 3 web site and send in corrections / additions.

Jim Conrad. Jim reported a success story: with new members, his Section went to 3 meetings a month. One of these is an industry tour, another meeting is lunch and learn, and the third meeting is a technical.

John Montague. Twenty-four Sections from R3 participated in the IEEE-USA Annual Meeting. The Member Professional Engagement program will end this year. There is still funding for professional development programs.

Mary Lynn Smith. Mary Lynn reported having 5 SPACS so far this year. There are plans for 4 or 5 more this year.

Pat Donohoe. Pat reported that more Branch leadership training sessions are coming up this year.

Yuri Quintana. There two new affinity groups in his Section: WIE and GOLD. The Gold group had a luncheon meeting and is planning a training event.

Eric Ackerman. The Broward Section is submitting a bid for SoutheastCon 2015 at Bonaventure Resort. This facility has ample meeting space and hotel rooms. This facility seems to be willing to work with IEEE Region 3 for a reasonably priced conference.

Date and Location of Next Meeting

The next meeting of the Region 3 ExCom is scheduled for a teleconference on 7 October 2013.

Having concluded the business of the meeting, Direct Green closed the meeting at 10:45 PM EST.

Respectfully submitted,

Gregg Vaughn
Secretary