

Minutes of IEEE REGION 3 ExCom Meeting

14 July 2014

Attendees:

1. * Director	Mary Ellen Randall
2. * Director Elect	Jim Conrad
3. * Secretary	Gregg Vaughn
4. * Treasurer	Don Hill
6. * Area 1	Sean Haynes
7. * Area 2 North Carolina Council	Paul Goodson
8. * Area 3 Georgia	Bill Marshall
9. * Area 4 Florida Council	Jim Anderson
10. * Area 5 Tennessee Council	Tim Bigelow
12. * Area 7 South Carolina Council	Mark Stokes
13. * Area 8 Kentucky Indiana	Tony Richardson
15. * Awards and Recognition Committee	Jill Gostin
16. * Communications Committee	Eric Ackerman
17. * Conference Committee	Chris Hardy
19. * Leadership Development and Regional Support Committee	Thomas Bellarmine
20. * Member Engagement and Life Cycle Committee	Jennifer Ammentorp
Membership Recruiting and Recovery Sub-Committee	Lee Stogner
Women in Engineering Liaison Sub-Committee	Cathy Freeman
21. * Professional Activities Operation (USA-PACE) Committee	John Montague
IEEE-USA K-12 STEM Literacy Comm. Rep. Sub-Committee	Matthew Iglesias
22. * Strategic Planning Committee	Bill Ratcliff
Special Review Sub-Committee	William Harrison
23. * Student Activities Committee	Pat Donohoe
	Brian Kowald
	David Fillion
	Steve Kemp

0. Action Items

Previous Action Items.

None.

New Action Items

None.

1. ExCom Meeting

Director Randall welcomed the ExCom members to the e-conference at 8:35 PM EDT and thanked them for their participation. Director Randall 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 12 May 2014 ExCom Meeting.

4. Director Randall presented her report. She presented items from her written report. Director Randall recognized Bill LaBelle for his work on the news letter. The four final recommendations for Sections Congress are in her written report. She expressed thanks to the champions of the four recommendations. The three special projects continue. The address of Region 3 on Twitter is r3ieee.

5. Director-Elect Conrad was not present at the start of the meeting.

6. Secretary Vaughn reported that all reports that were received 3 hours before the meeting were posted to the web site. He asked that all other reports be submitted for archival purposes. His written report included an explanation of the options for delivery of email messages sent through the various IEEE list in the LISTSERV.

7. Treasurer Hill reported the financial status of the Region so far this year. He requested that members who have asked for an advance payment for Sections Congress and have not received it, contact the him. MGA has contributed about \$47,000 toward the expenses of Sections Congress. He will distribute envelopes for expense reports at Sections Congress. The last income for SoutheastCon 2014 has arrived. The funds should be dispersed soon.

8. Past Director Green was not present at the ExCom meeting

9. Action Agenda

9.a – There were no items in the action agenda other than in the executive session below.

10. Discussion Agenda

10.a – Committee Report: MOVE. John Montague mentioned the planned focus group meeting with members of the Alabama Section as well as a meeting about a battery for charging portable devices.

10.b – Committee Report: First Member Experience. Lee Stogner presented items from his written report. Lee's goal is to contact all Section Chairs personally to encourage them to do a project in their Section. He plans to do so by Sections Congress 2014.

10.c – Committee Report: Volunteer Integration Process (VIP). Jill Gostin presented items from her written report. Her committee has collected some sample documents for volunteer training for various positions. Her committee has been trying MailChimp to send direct mail. They are at the stage of pulling together information for documents. The position of "Area Chair" may be included in the list of positions for training documents. AddDocument about the "Big Picture of IEEE" is to be sent out to everyone.

10.d – Committee Report: Communications. Eric Ackerman has been very busy with SoutheastCon. He has worked on follow-up questions about web communications around the Region.

10.e – Committee Report: Professional Activities Operation. John Montague reported that all of the reimbursements to Sections for travel to the IEEE-USA Annual meeting have been sent. John is seeking people to apply for matching funds for Professional Activities. The Section representatives that attended IEEE-USA Annual meeting heard about the availability of matching funds for Professional Activities. Every Section should have at least one significant activity each year and one full Section meeting about Professional Activities each quarter.

10.f – Committee Report: Educational Activities. Jim Howard was not on the call.

New Business

Jennifer Ammentrop asked about applications for elevation to Senior Member. Some applications seem to be stuck waiting on endorsements. Sean Haynes is the R3 Representative to the A&E Committee. He volunteered to send an email to Don Wright to investigate the situation.

Steve Kemp has had strange email behavior regarding a speaker.

Matthew Iglesias explained the types of information that he needed regarding K-12 STEM education. He wants any information from the Sections about their K-12 STEM activities. Some funding is available. There is also an IEEE-USA award for a member and a teacher working together.

Bill Harrison submitted a report for the Special Review Committee. His committee is considering the function of the Area Chair. The central question is do we really need this position? A survey has been sent to all Sections. About half have responded.

Executive Session

Director Randall called the meeting into executive session to consider a motion from the Nominations and Appointments Committee. The text of the motion is as follows.

Motion: Region 3 ExCom moves to recommend the following candidates to the Region 3 Committee for the ballot in 2015 to elect the Region 3 Delegate-Elect/Director-Elect 2016-2017 to serve as Region 3 Delegate/Director 2018-2019:

John Montague, Columbia Section

Gregg Vaughn, Alabama Section

Background: The Region 3 N&A Committee submitted a call for recommendations to the Region membership in a variety of ways including the Region 3 Newsletter that was sent to all members. Detailed description of the job description and time requirements were made available to the Region and the potential candidates. The committee collected the recommendations over the required collection period. The N&A committee reviewed the candidates background and experience, answered their questions, obtained a commitment to serve if elected, and is proposing the above candidates for the ExCom to recommend to the Region 3 Committee.

The motion passed.

Next steps: The slate will be proposed to the Region Committee at the Region 3 Meeting before Sections Congress in Amsterdam. If approved, the slate will be forwarded to the IEEE election staff for balloting in 2015. The timeline for submission is prior to SoutheastCon 2015 requiring this accelerated schedule if the Region Committee vote was to be taken in a face-to-face meeting.

Date and Location of Next Meeting

The next meeting of the Region 3 ExCom is scheduled 11 August 2014, 8:30 PM - 10:30 PM EDT.

Having concluded the business of the meeting, Direct Randall closed the meeting at 10:00 PM EST.

Respectfully submitted,

Gregg Vaughn
Secretary