

IEEE Region 3 – ExCom Meeting
 Web Conference – Minutes
 28 January 2019
 8:00-10:00pm

Attendees:

Gregg Vaughn*	Jill Gostin*	Ken Pigg*	Pat Donohoe*	Theresa Brunasso*
Jim Conrad*	Don Hill*	Kristen Bing*	Lee Stogner*	Damith Wickramamayake*
Mark Torres*	Sean Haynes*	David Green*	Steve Kemp*	Eric Grigorian*
Neena Imam*	Charles Lord*	Jim Howard	Derik Pack	Jacqueelyn Cunningham
Mary Ellen Randall	Thomas Field	Patrick Kung	Richard Kent	Scott Kuntzelman
Bill Ratcliff	Matt Horrner	Desree Ebanks	Michael Ivey	Thomas Bellarmine
Carroll Perkins	Chris Wright	Robert Hobbs		

Agenda:

- 1) Director Vaughn began the meeting at 8:01pm.
- 2) The meeting agenda was approved.
- 3) The consent agenda, consisting of the reports listed in the information agenda, was approved.
- 4) Officer Reports
 - a) Director Report
 - i) Director Vaughn summarized the Region 3 Planning Meeting for 2019 that was held in Orlando, FL on 12 January 2019. The officers and committee chairs met to discuss goals for the year.
 - ii) A problem with the approval of the 2020-21 Region 3 Director-Elect slate of candidates, which was voted on during the December 2018 Region 3 Committee Meeting, was identified after the meeting. The number of Sections represented were insufficient to make the vote official. Director Vaughn called for a new vote to be administered by the asynchronous voting procedure defined in the Region 3 Operations Manual (page 4). Secretary Donohoe was tasked with setting up the voting mechanism.
 - b) Director-Elect Report (see report on webpage)
 - c) Secretary Report
 - i) Secretary Donohoe noted that some issues have arisen in the transferral of IEEE Listserve list ownerships during the Secretary transition. These issues are currently being addressed.
 - ii) Area Chairs were encouraged to remind all Sections to update their officer information on vTools including both start and end dates for each officer term.
 - d) Treasurer Report (see report on webpage)
 - e) Past Director Report – Past Director Conrad presented his report.
- 5) Action Agenda
 - a) ExCom approval of 2019 Region 3 budget
 - i) The addition of the following expenses to the 2019 Region 3 budget were proposed by Treasurer Pigg:
 - (1) Add a line item 4-70-800 in the amount of \$6,500 for Atlanta Science Festival, which was previously approved by the ExCom.
 - (2) Increase the Student Activities line item 4-80-100 (SoutheastCon Travel Subsidy) from \$20,000 to \$22,000 due to an issue with a Student Branch cashing a reimbursement check from 2018.

- (3) Increase the Management and General Expense line item 5-20-150 (R3 Planning) from \$8,000 to \$18,000 in the anticipation of two R3 Planning Meetings during the 2019 calendar year (2019 Planning Meeting – January 2019, 2020 Planning Meeting – December 2019).
- b) ExCom approval of Region 3 Strategic Plan
 - SOSC Chair Green presented the 2019 Region 3 Strategic Plan (see strategic plan on website). The 2019 Region 3 Strategic Plan was approved by the ExCom.
- 6) Discussion Agenda
 - a) Approval of R3 Director-Elect Slate of Candidates
 - Director Vaughn provided details on why the vote to approve the R3 Director-Elect slate of candidates at the December 2018 R3 Committee Meeting was invalid. To correct this issue, an asynchronous vote of the ExCom will be conducted after the January 2019 ExCom Meeting.
 - b) SoutheastCon 2019
 - SoutheastCon 2019 Chair Grigorian provided an update on planning details for SoutheastCon 2019, including progress on paper submissions and review. A recommendation to generate detailed information on ground transportation from the airport to the conference hotel was made and accepted.
 - c) SoutheastCon 2019 Region Program
 - Director-Elect Gostin provided details on the planned structure of Region 3 program at SoutheastCon 2019. The Region 3 ExCom provided feedback. A request was made to consider providing a recording of the Region meeting.
 - d) Conferences Report
 - Conference Committee Chair Haynes provided an update on the planning details for future SoutheastCon events.
- 7) Old Business – none
- 8) New Business – none
- 9) Executive Session
 - a) Region 3 Awards
 - Awards Committee Chair Bing presented the committee recommendations for the Outstanding Engineer Award, the Outstanding Service Award, the Joseph M. Biedenbach Outstanding Engineering Educator Award, and the Professional Leadership Award. The committee recommendations for all awards were approved by the ExCom.
- 10) The meeting was adjourned at 9:31pm.