

To: Region 3 ExCom  
From: Pat Donohoe, Region 3 Secretary  
Subject: Secretary's Report  
Date: 15 November 2019

#### Key Meeting Information

The meeting information, agenda, and reports for the 18 November 2019 Region 3 ExCom meeting are on-line at <http://www.ewh.ieee.org/reg/3/excom/meetings/2019-11/agendas.html>.

Please send any agenda items or reports to me by 5:00pm EST on Monday, November 18. The meeting materials will be available on the website by 6:00pm. Any materials received after 5:00pm will be posted after the meeting adjourns.

- Guidelines for ExCom reports can be found at the following link:  
<http://www.ewh.ieee.org/reg/3/excom/meetings/2019-11/r3rptgle.html>
- Guidelines for Section reports can be found at the following link:  
<http://www.ewh.ieee.org/reg/3/excom/meetings/2019-11/r3rptgls.html>

#### 21 October 2019 Region 3 ExCom Meeting

The meeting minutes along with the meeting recording of the Region 3 Committee meeting held on 21 October 2019 are available on-line at the following link:  
<http://www.ewh.ieee.org/reg/3/excom/meetings/2019-10/excom-minutes.pdf>

Thank you for your service to IEEE.

Sincerely,

Pat Donohoe  
2019 IEEE Region 3 Secretary  
donohoe@ece.msstate.edu