

IEEE Region 3 – ExCom Meeting
Web Conference – Minutes
16 August 2021
8:00-10:00pm

Attendees (ExCom voting member*):

Jill Gostin*	x	Theresa Brunasso*	x	Pat Donohoe*	x	John Balsam*	x
Gregg Vaughn*	x	Steve Kemp*	x	Charles Lord*	x	Jenny Palmer*	
Claude Pitts*		Justin Baba*		Danny Merkl*	x	Lee Stogner*	x
Don Hill*	x	Damith Wickramamayake*	x	Nelson Lourenco*	x	Sonya Dillard*	x
Eric Grigorian*	x	Bill Marshall*	x	Bill Harrison*	x	Jacquelyn Cunningham*	x
Dave Green*		Bailey Heyman*	x	Kristin Bing		Grayson Randall	x
Chirat Pathiravasam		Bill LaBelle		Evelyn Licona		Lucas Sweet	
Ebonee Walker	x	Hulya Kirkici		Glenn Parker		Jiayi Lin	
Parag Upadhyay		Wyman Williams	x	Thomas Bellarmine	x	Hasala Dharmawardena	x
Amanda Sahlstrom		Sharlene Brown	x	Mark Torres	x	Jim Conrad	
Bill Ratcliff	x	Larry Adams		Rachel Wilson		Michael Smith	
Devon Gayle	x	Bob Hobbs		Joe Pennisi	x	Bruce Harvey	
Matt Horrer		McCauley Osaisai	x	Rich Kent		David Fillion	x
Derik Pack		Angelo Ferraro	x	Paul Goodson		Allen Jones	x
Mary Ellen Randall		AJ Burke		Paul Belussi		Bob Bush	
Raul Ortega	x	Nancy Mate'		John Doyle		Jason Finn	
Leandro Barajas		Warren Mackey		Warren Nicholson	x	Eric Ackerman	
David Griffith		Demetris Geddis		Mike Puckett		Erica Simmonds	
Tamseel Syed	x	Dave Irons		Allen Zheng		Olugbenga Anubi	
Stephen Morris		Stephen Hopkins		Christopher Udeagha		Dan Bishop	x

Agenda:

- 1) Director Gostin called the meeting to order at 8:00pm.
- 2) The meeting agenda was approved. The agenda had been updated prior to the meeting to include an additional discussion agenda item on Region 3 Projects.
- 3) The consent agenda, consisting of the minutes from the 19 July 2021 ExCom Meeting and reports listed in the information agenda, was approved.
- 4) Officer Reports
 - a) Director Report
 - i) Director Gostin noted a Region-wide WebEx on IEEE Standards will be held on September 23, which will be presented by IEEE President Kathy Land.
 - ii) Section Chairs and Committee Chairs were encouraged to submit articles for the upcoming September Region 3 Newsletter (articles are due to Bill LaBelle by August 20). The theme for the upcoming newsletter is achievements for 2021 and preparing for 2022.
 - iii) Everyone was encouraged to vote in the 2021 IEEE elections, including the election of our Region 3 Director-Elect for 2022-23. Everyone should have received an email about the elections which opened today (August 16).
 - iv) Director Gostin recently attended a hybrid meeting put on by the Richmond Section in which the pandemic projects being pursued by the Section were detailed.
 - v) IEEE Day is coming up in October, and Director Gostin encouraged Sections to consider holding their "new event" on IEEE Day.
 - vi) Director Gostin encouraged Section Chairs to reach out to members of the Region 3 ExCom for assistance if they are struggling to keep their Section moving forward due to challenges from the pandemic.

b) Director-Elect Report

Director-Elect Brunasso noted that Region 3 will realign our Areas in 2022 and will appoint new Area Chairs. If you are interested in helping Sections be successful and would like to be considered for the position of Area Chair, please submit your name to Director-Elect Brunasso, who will send your name along to the Nominations and Appointments Committee. Director-Elect Brunasso and Charles Lord recently visited with the SoutheastCon 2022 Committee in Mobile.

c) Secretary Report

Secretary Donohoe has posted all submitted reports to the meeting website. The roll call was taken for the meeting.

d) Treasurer Report

Treasurer Balsam presented an update to the Region 3 2021 budget, and noted that we have received all expected income from IEEE. He also noted that we expect to see income from SoutheastCon 2021 before the end of 2021 due to the timely closure of the conference account. Treasurer Balsam provided an update on the IEEE move to NextGen. IEEE will be sending out templates to Treasurers of various units, and has excellent video training for NextGen.

e) Past Director Report

Past Director Vaughn will provide his Nominations and Appointments Committee report in the discussion agenda.

5) Action Agenda

Awards and Recognition Committee (ARC) Chair Nelson Lourenco provided a summary of proposed changes to the awards program manual. In addition to several basic editorial changes, corrections to the section establishment and anniversary dates were made. The previous requirement that no two ARC members will be from the same Area was removed in light of the new Region 3 Area structure. The ARC membership description will be changed to match that approved in the Region 3 Operations Manual. Chair Lourenco made a motion to approve the general changes to the awards manual. These changes were approved. Chair Lourenco provided details on the proposed changes to the Joseph M. Biedenbach Outstanding Engineering Educator Award based on provided feedback at the last ExCom meeting. Chair Lourenco made a motion to approve the changes to the Joseph M. Biedenbach Outstanding Engineering Educator Award. The motion was approved. Chair Lourenco provided a summary of information on the Outstanding Young Professional Award that will be added to the awards manual. Chair Lourenco made a motion to approve the addition of the Outstanding Young Professional Award information to the awards manual. The motion was approved. Chair Lourenco provided a summary for a new award designated as the Outstanding Education Activity Chair Award for Region 3. Chair Lourenco made a motion to approve the addition of the Outstanding Education Activity Award, pending approval by MGA. The motion was approved.

6) Discussion Agenda

a) Region 3 Projects Report

Region 3 Projects Coordinator Grayson Randall provided an update on current projects being pursued in Region 3. Coordinator Randall presented details on why we do projects, followed by a list of currently funded projects, and details on the two proposal responses to the spring call for proposals. One proposal was not funded due to the failure to engage members. The other proposal was not funded since it exceeded the capabilities of Region 3. This proposal was suggested for IEEE New Initiatives Committee (NIC) funding. Region 3 is considering another round of proposals in the fall. Allan Jones will be taking the Region 3 Projects Coordinator position by the end of 2021. Coordinator Randall noted that a second MOVE

truck was recently donated by Cisco Systems. It is anticipated that the second MOVE truck will be based on the west coast when it becomes operational.

- b) Region Realignment
Director Gostin provided an update on region realignment. The overall goal of realignment is to achieve some number of IEEE regions which are approximately equal in membership.
 - c) Nominations and Appointments Committee (N&A) Report
N&A Chair Gregg Vaughn provided details on the mission of the N&A Committee which is to solicit nominations and recommend candidates for Region 3 officers, committee chairs, committee members and IEEE leadership positions. Chair Vaughn provided information for the process of forming a slate of Director-Elect candidates and detailed the associated timeline.
 - d) Conference Committee Report
Conference Committee Chair Eric Grigorian provided an update on the activities of the Region 3 Conference Committee. Chair Grigorian noted the Conference Committee is seeking a qualified volunteer to assist with social media. The conference committee is encouraging Sections and Councils to work with their respective Student Branches to revitalize those impacted by the pandemic. The conference committee is soliciting interest for possible hosts of SoutheastCon 2025 and beyond.
 - e) Student Activities Committee (SAC) Report
SAC Chair Bailey Heyman provided an update on activities of the committee. The SAC committee has recently lost some valuable volunteers and are looking for new volunteers. SAC is working on a hybrid Student Conference at SoutheastCon 2022 with regard to the student competitions. An update on the mailers that are going out to the Region 3 Student Branches was provided. There will be changes to the Region 3 Student Ethics Competition that will be announced later.
 - f) IEEE Day
Lee Stoger, the Region 3 IEEE Day Representative, presented information on the upcoming IEEE Day (5 October 2021). Lee described what IEEE Day is, listed the global IEEE team for IEEE Day, provided some historical data, and discussed this year's plan of "the move to hybrid events."
 - g) SoutheastCon 2021 Update
SoutheastCon 2021 Chair Wyman Williams provided a final update on the process to close out the conference. The closeout is complete with a surplus of \$35K. The Atlanta Section and Region 3 will each receive a distribution of \$22.5K. Director Gostin congratulated the SoutheastCon 2021 team for a highly successful conference.
 - h) SoutheastCon 2022 Update
Southeastcon 2022 Chair Warren Nicholson provided an update on SoutheastCon 2022 planning. The team met with Director-Elect Brunasso and Charles Lord and discussed conference logistics. The team is working with SAC Chair Heyman to provide conference information to be included in the student mailouts. The Call for Papers should go out soon. The student hardware completion rules have been updated. The letter to ECE University Department Chairs has been completed to solicit paper reviewers.
- 7) Review of Action Items From Last Meeting
The Awards and Recognition Committee was to rework the ARC manual updates based on comments in the July meeting – complete.
- 8) Old Business – none

9) New Business

Sharlene Brown noted that Region 3 is currently at 95% of our goal for Senior Member elevations, which puts Region 3 in first place among IEEE regions.

10) The next ExCom meeting is scheduled for 20 September 2021 from 8:00-10:00pm EST.

11) The meeting was adjourned at 9:36pm.