IEEE Region 3 – ExCom Meeting
Web Conference – Minutes
15 November 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*		Lee Stogner*	x
Don Hill*	x	Damith Wickramamayake*	x	Nelson Lourenco*		Sonya Dillard*	x
Eric Grigorian*	x	Bill Marshall*	x	Bill Harrison*	x	Jacquelyn Cunningham*	
Dave Green*	x	Bailey Heyman*	x	Kristin Bing	x	Grayson Randall	
Chirat Pathiravasam		Bill LaBelle		Evelyn Licona	x	Lucas Sweet	
Ebonee Walker		Hulya Kirkici		Dan Bishop		Jiayi Lin	
Parag Upadhyay		Wyman Williams		Thomas Bellarmine	x	Hasala Dharmawardena	x
Amanda Sahlstrom		Sharlene Brown	x	Mark Torres	x	Jim Conrad	
Bill Ratcliff	x	Larry Adams		Mohamed El-Sharkh		Michael Smith	
Devon Gayle	x	Bob Hobbs	x	Joe Pennisi	x	Melody Richardson	
Matt Horrer		McCauley Osaisai	x	Rich Kent		David Fillion	x
Derik Pack	x	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	x
David Griffith		Demetris Geddis		Mike Puckett		Erica Simmonds	
Tamseel Syed	x	Dave Irons		Allen Zheng		Olugbenga Anubi	
Stephen Morris		Stephen Hopkins		Christopher Udeagha		Dave Conner	x

Agenda:
1) Director Gostin called the meeting to order at 8:00pm.
2) The meeting agenda was approved.
3) The consent agenda, consisting of the minutes from the 18 October 2021 ExCom Meeting and reports listed in the information agenda, was approved.
4) Officer Reports
   a) Director Report
      i) Director Gostin noted that the December 20 ExCom Meeting will only be held if we have business that needs to be handled at that time.
      ii) Director Gostin encouraged treasurers in the Region to read through the information provided by IEEE regarding the change to NextGen.
   b) Director-Elect Report
      Director-Elect Brunasso is working with the Region 3 Nominations and Appointments Committee to finalize the 2022 Region 3 ExCom.
   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 noted that the only transaction since last month was a PACE transfer to the Atlanta Section for their STEM Literacy event. Region 3 will end 2021 with expenses far below the budgeted amount. Treasurer Balsam reminded Sections that to qualify for the 10% bonus, the transactions will need to be submitted by the 18th of February, and by the 28th of February to qualify for the rebate.

e) Past Director Report

Past Director Vaughn is still working with Director-Elect Brunasso on the Nominations and Appointments Committee to find volunteers to fill positions on the 2022 ExCom. All ExCom positions have been filled except for some Area Chairs.

5) Action Agenda

a) Approval of the 2022 Region 3 Budget

Treasurer Balsam detailed all items that changed since the last ExCom discussion of the draft 2022 budget. Treasurer Balsam then presented the motion from the FinCom to "approve the Region 3 2022 draft budget as presented at the November ExCom meeting as the Region 3 budget for 2022." The motion was approved.

b) Area Chair Responsibilities

Director-Elect Brunasso recapped the details of the new Region 3 Area structure (5 Areas) and detailed the new set of responsibilities for Area Chairs. Director-Elect Brunasso presented the following motion (from SOSC): "Update the organization and responsibilities of the Area Chairs in Region 3 Operations Manual as presented." The motion was approved.

c) Professional Activities Funding Process for 2022

Director-Elect Brunasso provided details regarding changes to the process for funding Professional Activities in 2022, given the elimination of IEEE-USA funding. Region 3 sees the value in funding Professional Activities and will support these activities in the Region 3 budget at a level of $15,000, with a maximum funding level per event at $1,000. This change in funding Professional Activities required changes to the Operations Manual, that were detailed by Director-Elect Brunasso. Director-Elect Brunasso presented the following motion (from SOSC): "Update the Professional Activities Committee responsibilities in the R3 Operations Manual as presented." The motion was approved.

d) Approval of Modifications to the Operations Manual

SOSC Chair Dave Green presented details of Operations Manual changes related to (a) Area Chair responsibilities, (b) changes to the Section Support Committee as some functions have been moved to Area Chairs, (c.) Professional Activities funding/reporting, and (d) other minor items. SOSC Chair Green presented the following motion (from SOSC): "Move that the Region 3 Operations Manual shall be updated as presented and take effect 1 January 2022." The motion was approved.

6) Discussion Agenda

a) IDEA Ad Hoc Report

IDEA Ad Hoc Chair Bill Ratcliff provided an update of the committee progress. Chair Ratcliff reviewed the committee membership, the committee purpose and scope, the areas of interest that drove the survey of Region 3 members, and the committee action time line. The details of the survey participation were presented. The target date of the committee final report is 30 November 2021.

b) Operational Audit Committee (OAC) Report

OAC Chair Bill Harrison provided a report of OAC activities, including the membership of the committee, and the two committee audits for 2021 (N&A Committee and the Conference Committee).

c) Student Activities Committee (SAC) Report

Student Activities Committee Chair Bailey Heyman provided updates on the committee activity. SAC is encouraging students to participate in the bi-monthly SAC meetings. The SoutheastCon website is being updated regularly with information for students, while the Discord channel is being utilized to communicate with student branches. The t-shirt design

competition is being expanded to the "Student Branch Promotion Design Competition". A virtual Student Branch Leadership Training Workshop is planned for January 16.

    d) SoutheastCon 2022 Update

SoutheastCon 2022 Chair Warren Nicholson provided an update on SoutheastCon 2022 planning. The call for papers deadline has been extended to January 14 and posted on the website. A total of 52 papers have been submitted at this point. Discord discussion with the students have been very active. Graduate Schools are being encouraged to participate in SoutheastCon via low-cost exhibits. An HKN reception is being planned.

7) Review of Action Items From Last Meeting – Some Region 3 budget line items were identified for update (renaming) and Treasurer Balsam has noted that this will occur next year.

8) Old Business – none

9) New Business - none

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

11) The meeting was adjourned at 9:41pm.