Region 3 Operational Audit Committee

SoutheastCon 2022

April 02, 2022

Damith Wickramanayake, Member

Charter

The Operational Audit Committee (OAC) shall determine administrative and
management effectiveness by performing operational reviews of other Region 3 Committees.

Accountability:
- Accountable to the Region 3 Director
- Interests of Members of Region 3
- Improvement of Region 3 Committee being Audited

OAC Team 2022

William Ratcliff – Chair
William Harrison – Past Chair
Steve Kemp
Damith Wickramanayake
Don Wright

Values and Principles

- **Core principles**
  - Maintain confidentiality
  - Report Detail is non-negotiable
  - Inaccuracies are correctable
  - Processes , systems are the focus of the Audit
  - People themselves are not the focus of the Audit

- **Core Values**
  - Seek Truth avoid assumptions
  - Seek the Root Cause (within reason)
  - Anchored by IEEE and Region 3 Mission
  - Minimize Personal Bias
  - Make Fact Based Assessments

OAC Does …

- Conduct an operational audit of one or two standing committees each year as designated by the Director as described in Section II, Policies and Procedures: Periodic Review of Region Standing Committees.
    - 1.1. The period of time to be considered in the review is the past four to six years.
    - 1.2.The OAC shall delve into the effectiveness, contributions, policies, procedures, actions, composition, budget considerations, and other related aspects of the committee being reviewed.
    - 1.3. The OAC shall provide a written report to the Delegate/Director giving the results of the operational audit of each committee.
- Conduct an operational audit of another Region 3 entity as designated by the Delegate/Director on an "as required" basis.

OAC Does Not…

- Judge the performance of people but collects data about the performance of the function.
- Make changes to the operation but makes observations and recommendations to the Region Director.

Final Report

- The final audit report that is delivered to the Delegate/Director will contain recommendations for the committee being audited.

- The committee being audited will prepare a response to the review, addressing each recommendation and indicating acceptance, modification, rejection, or need for guidance from the Region 3 Delegate/Director.

- The report and response will be archived for at least ten years.

2022 Projects

- Conduct review of the Member Communications Committee

- Formalize the operation of the OAC by creating an OAC specific Operations Manual that contains standard guidelines, templates, checklists, and outlines for performing and documenting operational audits.

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for Humanity

Questions, Comments???

Thanks for Attending!

Region 3
SOUTHEASTCON 2022
Forming Section Education Activities Committee

April 01, 2022

Damith Wickramanayake - R3, Education Activities Coordinator

◆IEEE

Welcome & Objectives of R3 EA

▸ **Section Support Committee** (SSC)

- Encourage Sections to support STEM education efforts

▸ **R3 Representative:** EAB Section Educational Outreach Committee. (SEOC)

2022 Activates

- R1, R3 R3 Webinar
- Showcase Best Practices
- August 2022

- Form Two EACs BY DEC 2022

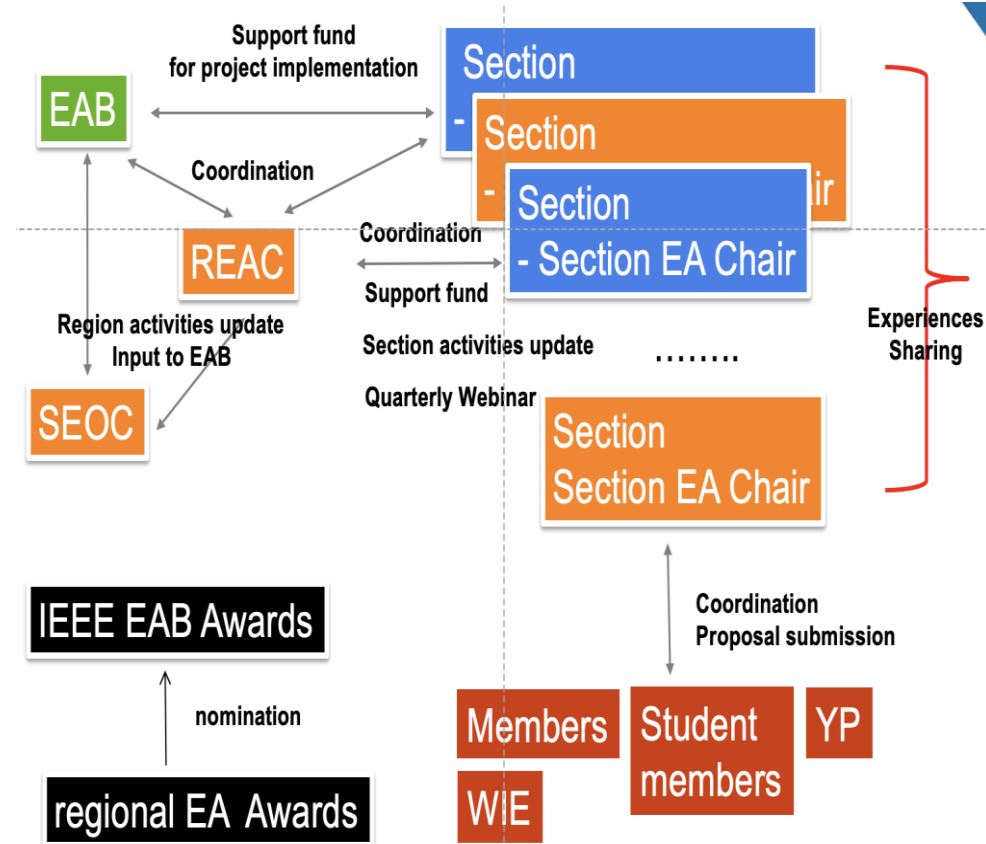- Outstanding EA Chair/Lead

Brief Overview: Section/Region/EAB Level Section Education Outreach Committee

- **Mission**

- To engage and support IEEE Sections and the Section Education Activities Chairs/Coordinators in their efforts to promote and implement EAB's products and services based on local educational needs.

Formation – New Education Activities Committee

▸ Recruit: Like-minded individuals

▸ Form: Educational Activities Committee:
- GOAL: Educating and inspiring Engineers of tomorrow

- **Inform** pre-university student and parents about Engineering and it's real world application

- **Encourage** the technological literacy of pre-university students

- **Support** educators in utilizing tryengineering.org resources

IDEA – Forming Section's STEM Program

▸ **Identify** your pre-university audience

- Elementary School
- Middle School
- High School

▸ **Determine** what type of outreach you want to do

- Host an Event with Activities
- Start a Mentoring Program
- Organize a Competition

▸ **Explore** your community

- Find opportunities where a STEM program would be beneficial
  - Libraries, Schools, Local Organizations
- Discover resources that can assist you in accomplishing your goal

▸ **Act**

- Schedule and Plan Your Event

Event Advertising

- **vTools, R3 FB**
- **eNotices**

Share Your Photos!

BECAUSE YOU JUST MIGHT

- **AWARDED**

THANK YOU
Q & A
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