

**Minutes of IEEE REGION 3 MEETING
1-2 APRIL 2006
MEMPHIS MARRIOTT
MEMPHIS, TN**

Attendees: Eric S. Ackerman*, Jim Anderson*, Reza Ashami, James H. Beall, John Blakey*, David Bower, Stephen Carroll*, Dale Caston, Eric Christenson*, William Clayton, James Conrad*, Jim Corr*, Sabrina DeJoannis, Dennis Dice, J. Patrick Donohoe, Robert S. Duggan, Jr., Joey A. Duvall, David Eaton*, Willie Fitzpatrick, Devon Gayle*, Will Goins, Paul B. Goodson*, David G. Green*, Eric Gregorian, David Griffith*, Adeeb Hamzey*, Regina Hannemann*, Christopher R. Hardy*, Roy H. Harris, Bruce Harvey*, Sean Haynes, Charles E. Hickman*, Donald W. Hill, James M. Howard, Carl L. Hussey*, Keith Judus*, Laura Joiner, Elizabeth Kuhn*, Terry Kurtz*, William LaBelle, Andrew Laughlin*, N. Curtis Lee*, Philip Lim*, Allan H. Long, Charles J. Lord*, William S. Marshall, IV, George F. McClure*, David C. McLaren, J. T(Tim) Merkl*, John M. Parr*, Brent D. Phillips*, Jalai Raissi, Mary Ellen Randall, William B. Ratcliff*, Tony Richardson*, Richard L. Riddle, Kathryn Rinehart*, Wilfred A. Roberts*, Robert Robinson, Michael Rollins*, David C. Schoggen*, Eric M. Schwartz*, Percy F. Shadwell, Mary Lynn Smith, Courtney Spivey, Jim Squire*, Lee Stogner, Mark Stokes*, Charles S. Talbert, Quang Tang, Ravi Todi, Kenneth Bryan Tysinger*, Tom Wandelaski*, Warren Wickes*, Amy Wilson, Kang K. Yen*, Wei Zhao* (* → voting members)

The Region 3 meeting was held in conjunction with SoutheastCon 2006 at the Memphis Marriott East Memphis, TN on 1-2 April 2006. The following relate to the agenda items and define any actions taken. Region Director George McClure conducted the meeting.

1. **Call to Order:** Meeting was called to order at 1:47 p.m., and introductions were made. On behalf of Past Director Bill Harrison, Bob Duggan passed the Region 3 gavel to the new Region 3 Director George McClure.
2. **Approval of Agenda: Agenda was approved as submitted.**
3. **Consent Agenda:** The consent agenda was approved:
 - a. Approval of minutes of 13 October 2005 Region meeting,
 - b. Receipt of the Region Committee reports listed in the Information Agenda.
4. **Officer Reports:** No additional reports for 4a, 4c. Bill Ratcliff reported on the Area/Council Committee Chairs (now known as Committee of 9). Charles Hickman reviewed the 2005 actual budget results and the present proposed budget for 2006. He noted that the budget would be discussed as a later item.
5. **Action Items:**
 - a. Treasurer Hickman briefed the Region on background related to the finances of Region 3 and the financial issues around the proposed budget and fall meeting. He reviewed trends before and after the establishment of the Region 3 Assessment. George McClure reviewed plans for the next two years and alternatives for meetings. The committee worked through potential approaches: e-conference, tele-conference, face-to-face, and no Fall meeting. There was overwhelming support for a Fall face-to-face meeting in a straw vote. Charles Hickman, on behalf of the Finance Committee, moved the approval of the Region 3 budget with a deficit of \$25K.

Note: There is an ad hoc committee under SPC that will study Region 3 operational issues and make recommendations for beyond 2006.

Note: There was a suggestion to develop a face-to-face meeting “book” that had names and pictures. The group decided it would be implemented on the Region 3 web site. Outside of the meeting, webmaster Eric Ackerman agreed to add pictures to ExCom membership listing on the Region 3 web site.

6. Region 3 Initiatives

Each project lead reviewed their initiative and discussed the concepts of the project with the region.

- a. HELP Desk** - Engineer Region 3 Organization and Operations - R3 Help Desk – Bill Marshall
- b. MEMBERSHIP** - Membership Initiative – Lee Stogner
- c. KNOWLEDGE CAPTURE** - Knowledge Capture and Document Management – Charles Lord
- d. VOLUNTEERS** - Enhance Volunteer Recruitment – George McClure
- e. LDO** - Leadership by Developing Others – Charles Lord
Change in project ownership from Dick Riddle to Charles

Charles Hickman distributed a copy of the new IEEE Code of Ethics.

Director McClure recessed the meeting at 4:30pm to be resumed on Sunday morning.

Director McClure called the Region meeting back to order at 8:35am.

6. Region 3 Initiative (Continued)

Each project lead reviewed their initiative and discussed the concepts of the project with the region.

- f. TISP - Teacher In-Service Program Initiative – Pat Donohoe**
- g. FLAT WORLD - Embrace Flat World Reality – Bob Duggan**
- h. NEW INCOME - Enhance R3 Capability to Increase Income – Charles Hickman**
- i. AWARDS - Improve use of existing capabilities - R3 Awards and Recognition – Mary Ellen Randall**

7. Special Presentations:

a. Ethics Presentation

Charles Hickman discussed the work of the IEEE Ethics and Member Conduct Committee. He reminded the group that he distributed the new approved Code of Ethics. The change is in the first item that now reads:

“to accept responsibility in making decisions consistent with the safety, health and welfare of the public, and to disclose promptly factors that might endanger the public or the environment;”

He made a presentation on ethics and other changes that have recently been made to IEEE ethics-related policies.

8. (Selected) Committee Reports:

a. Membership Development Committee – Lee Stogner, Chair

Lee discussed the 2006 Membership activities and solicited action by all.

David Bower (Public Information Committee Chair) discussed supporting materials that are being distributed to the sections.

b. Conference Committee – Don Hill, Chair

Southcon 2006 had a deficit of \$8K which will be covered by Southcon reserves.

The Southcon board will be discussing what action to take next.

SoutheastCon 2005 has completed all required reports and closed.

SoutheastCon 2006 is ongoing. A preliminary report should be available for the May ExCom.

SoutheastCon 2007 will be in Richmond, VA on 23-25 March 2007.

SoutheastCon 2008 will be in the Embassy Suites and Van Braun Center in Huntsville, AL on 4-6 April 2008. Eight members of the planning committee attended this meeting.

Atlanta, Jacksonville, and Charlotte are each planning to bid to host future SoutheastCons.

c. Communications Committee – Bill Clayton, Chair

Draft newsletter content plan / schedule to be distributed shortly.

The Public Information Committee (David Bower, Chair) will be preparing news releases on the award winners.

A new look, matching www.ieee.org, has been applied to the Region 3 web site by webmaster Eric Ackerman. More improvements are coming including the ability for content owners to update their portions of the web site.

Electronic tool documentation efforts will be resumed.

d. Professional Activities Organization – Adeeb Hamzey, Chair

Committee will develop a kit to aid sections in putting on a local PACE program.

A PACE training meeting is being planned for Fall.

9. Section Issues (not yet covered):

There were no additional issues.

10. Old Business:

No old business identified.

11. New Business:

No new business identified.

12. Date and Location of Next Meeting:

The next Region 3 meeting will be in late summer or in the fall based on the vote taken during the meeting. The Region 3 Committee will also meet 23-25 March 2007 in conjunction with SoutheastCon 2007 in Richmond, Virginia.

13. Adjournment:

After a few closing remarks by George McClure, the meeting was adjourned at 11:05 a.m.

Respectfully submitted,

David G. Green
Region 3 Secretary