

## Minutes of IEEE REGION 3 ExCom Meeting

23 March 2015

### Attendees:

Position	Type	VE	Here	First	Last
Director	Officer	x	x	Mary Ellen	Randall
Director Elect	Officer	x	x	Jim	Conrad
Secretary	Officer	x	x	Gregg	Vaughn
Treasurer	Officer	x	x	Don	Hill
Past Director	Officer	x	x	David	Green
Area 1	Area	x		Sean	Haynes
Area 2 North Carolina Council	Area	x	x	Paul	Goodson
Area 3 Georgia	Area	x		Bill	Marshall
Area 4 Florida Council	Area	x	x	Jim	Anderson
Area 5 Tennessee Council	Area	x		Tim	Bigelow
Area 6 Alabama Mississippi	Area	x		Eric	Grigorian
Area 7 South Carolina Council	Area	x	x	Jacquelyn	Cunningham
Area 8 Kentucky Indiana	Area	x		Tony	Richardson
Area 9 Jamaica	Area	x		Daniel	Tulloch-Reid
<b>Awards and Recognition</b>	Com	x		Jill	Gostin
<b>Communications</b>	Com	x		Eric	Ackerman
Automated Tools (MGA-IMC)	Sub		x	James	Corr
Newsletter Editor	Sub			Bill	LaBelle
<b>Conference</b>	Com	x	x	Chris	Hardy
Conference	Com			Donghul	Wu
<b>Educational Activities</b>	Com	x		Jim	Howard
<b>Leadership Development and Regional Support</b>	Com	x	x	Thomas	Bellarmino
Section/Chapter Rejuvenation Coordinator	Sub			Butch	Shadwell
<b>Member Engagement and Life Cycle</b>	Com	x	x	Mark	Torres
Young Professional Representative	Sub			Laura	Camburn
Industrial Relations	Sub			Bill	Williams
Life Member Coordinator	Sub			Charles	Husbands
Membership Recruiting and Recovery	Sub		x	Lee	Stogner
Women in Engineering Liaison	Sub		x	Cathy	Freeman
<b>Professional Activities Operation (USA-PACE)</b>	Com	x	x	John	Montague
Employment and Career Services Coordinator (USA-ECSC)	Sub			Ed	Kirchner
PACE Chair	Sub		x	Theresa	Brunasso
IEEE-USA K-12 STEM Literacy Comm. Rep.	Sub			Matthew	Iglesias
S-PAC Coordinator	Sub			Mary Lynn	Smith
<b>Strategic Planning</b>	Com	x	x	Bill	Ratcliff
History	Sub			Roy	Harris
Special Review	Sub		x	William	Harrison
<b>Student Activities</b>	Com	x	x	Pat	Donohoe
Student Representative	Sub			Oceane	Boulais
Intellectual Policy Committee	Sub			David	Flinchbaugh
Communications Policy Committee	Sub			Tom	Weldon
Transportation and Aerospace Policy Committee	Sub			Mike	Orlovsky
<b>Fellows</b>	Com			Tom	Habetler
Other Volunteers			x	Chris	Wright
			x	Mauricio	Cano

x	Jeanette	Barott
x	Carlos	Cabrera
x	Amy	Curry
x	Chase	Battaglio
x	Rajeev	Agrawl
x	Steve	Kemp
x	Stan	Buchanan
x	Bruce	MaGruder
x	Donghui	Wu
x	Bryan	Chin
x	Daniel	Diaz
x	Chase	Battaglio
	Yuri	Quintana
	Brian	Kowald
	David	Fillion
	Ken	Pigg
	Mark	Howell
	Al	Burke
	Marie	Scantlebury
	Winnfort	Myles

## 0. Action Items

### Previous Action Items.

0.2 <Action Item> Lee Stogner and Sean Haynes to write a draft Memorandum of Understanding (MOU) for technical Societies who want to hold conferences in Region 3 with the help of Region 3 personnel.

### New Action Items

none

## 1. ExCom Meeting

Director Randall welcomed the ExCom members to the e-conference at 8:31 PM EDT and thanked them for their participation. Director Randall reviewed the plans for the evening. The group used IEEE's WebEx Web Meeting service.

2. The agenda was reviewed and approved the agenda including the consent agenda.

3. The consent agenda consisted of these items.

- Received the reports listed in the Information Agenda.
- Approved the minutes of the 26 January 2015 ExCom Meeting.

4. Director Randall presented her report. She presented highlights from her written report. She announced that free pins would be made available at SoutheastCon this year for new senior members upgraded this year. IEEE-USA approved funding for years 1 and 2 of the MOVE project.

5. Director-Elect Conrad presented his report. He presented highlights from his written report. He plans to finalize the list of responsibilities of Area Chairs at SoutheastCon 2015. He also wants to meet with the Area Chairs at that event. There are some Sections that need help. Jim wants to meet with Area Chairs for these Sections at SoutheastCon.

6. Secretary Vaughn reported that all reports that were received 2 hours before the meeting were posted to the web site. A draft version of the Region 3 Activities at SoutheastCon 2015 is now available.

7. Treasurer Hill reported the financial status of the Region so far this year. He reported that everything is in line for this time of year. He has been working with some Sections who were late for their rebate. He said that IEEE is seeking to combine a report like our Budget vs. Actual into NetSuite.

8. Past Director Green presented his report. He presented highlights from his written report. Collabratec is moving toward a June release.

## **9. Action Agenda**

9.a – There were no action items.

## **10. Discussion Agenda**

10.a – SoutheastCon 2015 Status. Carlos Cabrera reported that the conference hotel is booked. There are 192 accepted papers. There are 240 students registered, 64 Region 3 committee members registered, 110 authors registered and a few others. The conference committee is still on a spouses program. Apparently there is a fee of \$10.00 for guests who want to watch the hardware contest. Housing may be a real problem for students who have not yet registered. Coffee and some food will be available for students all Friday night. Treasurer Hill will directly pay for the rooms at the conference hotel for the Region 3 volunteers.

10.b – Region 3 meetings at SoutheastCon. Director Randall commented about all of the planned Region 3 meetings at SoutheastCon 2015. She emphasized that goals should be engagement oriented. Every Section should contribute to some of the Region goals.

10.c – SoutheastCon 2016 Status. Sean Haynes has made progress forming a committee. Also, the committee is working on the concentration banking account. Some of the planning for student activities has been delegated. Most items seem to be moving along okay.

10.d– Committee Report: MOVE, John Montague highlighted his written report. He had a meeting with American Red Cross, Disaster Services. They have several activities for us including the Home Fire Campaign. IEEE-USA people are available to help us with a MOVE web site.

10.e – Committee Report: VIP, Jill Gostin is not on the call. Please read her report.

10.f - Committee Report: First Year Member Experience. Lee Stogner reported his team meeting just before the ExCom call tonight.

## **10. Round Table**

Bill Harrison – The Special Review Committee will review the Conference Committee and the Strategic Planning Committee in 2015.

Chase Battaglio – The Atlanta Section will have booth at an event.

Don Hill – There will be a Finance committee meeting at breakfast one morning at SoutheastCon.

Jim Conrad – There may be a meeting of Area Chairs meet at breakfast on Saturday at SoutheastCon.

Jim Anderson – Jim proposed a student photo contest like last year. Pat approved.

John Montague – If you have a large professional activities event, ask for funding help.

Lee Stogner – Homework: print the membership reports and look at your Section's numbers.

Pat Donohoe – Do the photo contest at SoutheastCon.

Rajeev Agrawl - What is the hashtag for the conference? Carlos said there will be no hashtag for conference.

Steve Kemp – Steve thanked many folks for their help.

**Date and Location of Next Meeting**

The next meeting of the Region 3 ExCom is scheduled 11 May 2015, 8:30 PM - 10:30 PM EDT.

Having concluded the business of the meeting, Direct Randall closed the meeting at 9:45 PM EDT.

Respectfully submitted,

Gregg Vaughn  
Secretary