From: **Conrad, Jim** jmconrad@uncc.edu
Subject: IEEE Region 3 - Director's Report - January 2016
Date: January 18, 2016 at 3:38 PM
To: sec-r03@IEEE.ORG, r3-excom2015@IEEE.ORG

CJ

I would like to thank the volunteers of Region 3 for their past and future time to IEEE. You help ensure that is value in IEEE membership.

This year we will hold our Region 3 Excom meetings on the third Monday of the month at 8pm Eastern time (7pm Central). I will try my best to hold meetings to only 1 hour, but I will need your help. One way is for committee chairs to submit reports early, and for Region volunteers read these and send specific questions to the chairs "offline" (before the meeting) in order to reduce the number of individual questions "online". If there are several questions, the chair will be sure to bring these up in the call. I will also hold these full meetings every-other month (January, March, May, July, September, and November). In the other months, only the officers and committee chairs will meet (but others are welcome to listen in). We hope this will reduce the amount of time volunteers spend in meetings.

At the Region 3 meeting on Monday, January 18, we have several important items to address. The most important is the Budget, but we also have a SoutheastCon 2017 proposal to approve. We will also vote on the 2016 Region Award recipients at the end of the call, in Executive Session (Excom voting members only). We will have presentations on other activities going on, and will poll the membership for a few issues.

SoutheastCon 2016 is coming up soon. We will run this meeting differently – we will not have a single meeting running where everyone is in the same room. We will run three concurrent sessions running 50 minutes (some a little longer). You will choose which sessions you attend to best help you with your volunteer position. We will announce the full list of sessions and timing soon. Expect the event to start at 8:30 am on Friday, April 1 and run until 12:00 noon on Sunday, April 3.

First, though, we need all of those who are Section Chairs (or their delegate) and listed Region leaders (see the earlier list) to register, reserve your hotel room, and arrange travel. Of course, you will be reimbursed after the conference when you submit your expenses. As always, please be very careful with the region's money - we have a very tight budget this year!

- Register for the conference at the website as a Region 3/IEEE Volunteer (http://sites.ieee.org/southeastcon2016/registration/). The fee is $285. The region will not pay for the difference in late registration, except in extenuating circumstances. Also, it is expected that attendees attend all of the Friday, Saturday, and Sunday sessions. If your employment commitments do not allow you to arrive Thursday, please arrive Friday as soon as possible, since Area Meetings will be held Friday afternoon (not evening, like in the past).
- Reserve your room for the hotel using the SoutheastCon website for Thursday, Friday, and Saturday night (http://sites.ieee.org/southeastcon2016/venue/). We will cover your hotel ($135/night) and taxes (but not other room expenses) for your stay. Try to reserve a king room, when possible, since we want to leave as many double rooms for the students.
- Make your travel arrangements as soon as possible to minimize the costs to the Region. Keep in mind that parking will cost about $15 a night. We will try to have airport transportation information posted soon. If you plan to drive, please compare the cost of a rental and fuel to the expected mileage times the per-mile fee ($0.54 for 2016) of your personal car.
- Meals will be reimbursed for Thursday dinner and Sunday lunch. Note that the conference fee will cover all meals on Friday and Saturday; and also Sunday breakfast. If you are attending the Thursday MOVE training (1-5pm), the region will also reimburse you for your Thursday lunch.

Finally, I have spent much time working as your director (over 105 hours in 2016 . . . so far!), including:

- Working with the NC Council to organize SoutheastCon 2017 and secure a venue
- Attending the Board of Directors retreat to formulate strategic direction of the IEEE
- Participating in meetings of the NC Council, Charlotte Section, the IEEE MGA Finance Committee, and the Region 3 membership Committee.

I look forward to a great year!

Jim Conrad

IEEE Region 3 Director/Delegate

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