2015 IEEE Region 3 Student Branch Leadership Training Workshops

IEEE Region 3 will offer three Student Branch Leadership Training Workshops during the fall of 2015. The goals of the workshops are (1) to provide student branch leaders with the tools necessary to operate a successful student branch and (2) to assist each student branch in developing a focused set of goals, a realistic budget, and the overall branch plan for the current school year. These workshops are open to current IEEE student branch officers and IEEE student members who aspire to be branch officers in the future. Student Branch Counselors are encouraged to attend, along with IEEE Section leaders interested in promoting interaction with the student branches within their Section. Each workshop is a one-day event held on a Saturday and **requires advanced registration**. Lunch and refreshments will be provided. The dates and locations of the 2015 workshops (with direct registration links, registration deadlines, and directions to the workshop venues) are provided below.

Greensboro, North Carolina
Date and Time: September 26, 2015 - 9:30am to 4:30pm
Workshop Location: North Carolina A&T State University
                                    Smith Hall, Room 2014
                                    450 Laurel Street
                                    Greensboro, NC 27411
Directions: http://www.ncat.edu/admissions/undergraduate/Visit the Campus/campusmap.pdf
Point of Contact: Dr. Roberto Mazariegos (ph. 704-530-5708)
Registration (requires IEEE login): https://meetings.vtools.ieee.org/m/35971
Registration deadline: September 23, 2015

Melbourne, Florida
Date and Time: October 3, 2015 - 10:00am to 4:00pm
Workshop Location: Florida Institute of Technology
                                    Denius Student Center, Hartley Room (2nd Floor)
                                    144 Florida Tech Drive
                                    Melbourne, FL 32901
Directions: http://www.fit.edu/map/
Point of Contact: Michael Finch (ph. 240-529-2009)
Registration: http://www.eventbrite.com/e/ieee-fall-2015-student-branch-leadership-training-melbourne-fl-tickets-18556823960
Registration deadline: September 30, 2015

Atlanta, Georgia
Date and Time: October 17, 2015 - 10:00am to 4:00pm
Workshop Location: Georgia Tech Research Institute Conference Center
                                    250 14th Street, NW
                                    Atlanta, GA 30318
                                    Room 119A
Directions: http://gtri.gatech.edu/conference-center
Point of Contact: Dr. Andy Register (ph. 678-488-1876)
Registration: http://www.eventbrite.com/e/ieee-fall-2015-student-branch-leadership-training-atlanta-ga-tickets-18677996390
Registration deadline: October 14, 2015

What to bring to the workshop:
Each Student Branch should bring the following items:
       (1) An initial plan of student branch events for the year
       (2) An initial student branch budget for the year
       (3) A list of the current student branch officers and branch counselor with contact information
       (4) A list of the top 2 to 3 student branch goals for the year

Student Travel Reimbursement Policy:
IEEE Region 3 will provide a travel stipend to offset the travel costs of Student Branches if they meet the following requirements:
       (1) At least two people from the student branch attend the workshop
       (2) The student branch has to travel more than 100 miles roundtrip to attend the workshop.
Student branches that meet these requirements are eligible for a travel stipend. The stipend will cover $0.50/mile past the first 100 miles. No reimbursement will exceed $75.

Workshop Agenda (10:00am - 4:00pm)
10:00 - 10:15 Sign in
10:15 - 10:45 Introductions of workshop leaders and participants
10:45 - 11:15 Session 1: IEEE organization, student branch administration
11:15 - 11:45 Games
11:45 - 12:15 Session 2: Student branch goals, student branch operation, communications, fundraising
12:15 - 1:00   Lunch
1:00 - 2:00   Session 3: SoutheastCon, IEEEXtreme, member recruitment, S-PACs (SPAx)
2:00 - 2:15   Games
2:15 - 3:00   Session 4: Branch planning, branch activities
3:00 - 4:00   Student branch plan development