

Motion 2 - Updates to Bylaws and Operations Manual

Executive Summary

The proposed changes represent a collection of incremental updates to the Bylaws and Operations Manual. Several updates (Director-Elect duties re the Area Chairs, reporting requirements, filling Region Committee membership, conflict of interest) rationalize the region documents with the IEEE policy, MGA Operations Manual, and each other. The async voting rules are improved to facilitate their effective use based on our experience. Similarly, the changes related to the Awards Committee membership, auditing of OAC, and reserves policy changes reflect tuning of processes based on experience.

If this motion is approved, the Bylaw changes will be placed on the Region 3 Committee agenda for approval. Assuming approval by the Region 3 Committee, the Bylaw changes would next go through an MGA process culminating in a vote to approve by the MGA Board.

The changes to the Bylaws and Operations Manual not marked “Motion 1” are the proposed changes for this motion.

Motion

Moved to recommend changes to the Bylaws and Operations Manual to

1. detail the Delegate/Director-elect responsibilities re the Area Chairs (Ops Manual)
2. update reporting requirements to present approach (Bylaws)
3. elaborate process for filling the Region 3 Committee membership (Bylaws and Ops Manual)
4. revise details of asynchronous voting (Ops Manual)
5. modify details generalizing the handling of reserves and eliminating the specific “conference reserves” terminology (Ops Manual)
6. change the process for filling the awards committee to ensure full participation by the areas (Ops Manual)
7. provide for the audit of the Operational Audit Committee (if needed) (Ops Manual)
8. revise the conflict of interest statement to match the present IEEE compliance requirements (Ops Manual)

as noted in the linked files:

1. See [R3 Bylaws with proposed changes](#)
2. See [Region 3 Ops Manual with proposed changes](#)

Background

The MGA Operations Manual says that the appointments to the Region Committee shall be

approved by the Region Committee yearly. The proposed changes implement this requirement by removing the Region-added members from the committee from the bylaws and moves them to a process in the Operations manual which includes obtaining Region Committee approval each year.

The present reserve policy dates back to the dissolution of SouthCon and represents setting aside funds from that dissolution for future conferences and covering risks associated with SoutheastCon. In addition to the initial reserve amount, the policy required that SoutheastCon surpluses (and losses) be applied to those reserves subject to a cap of \$100,000. The thinking was that the Region may wish to use any additional surplus for other non-conference initiatives. Today, the \$100K reserves are more than are needed to start a conference and less than might be required in a set-aside for SoutheastCon risk. The proposed changes move to a single reserve with policies around an annually assessed risk and potential for initiatives when the reserves exceed the level needed to mitigate risks. This is consistent with the IEEE approach to reserves.