

Other Updates to R3 Bylaws and R3 Operations Manual

25 Jan 2021



Overview

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

Delegate/Director-elect responsibilities re the Area Chairs (Operations Manual)

- Note in the **Operations Manual** that responsibilities are in MGA Operations Manual, and R3 Bylaws

Update reporting requirements to present approach in Bylaws

- Mentioned in MGA Bylaws (outdated)
 - Mentioned in R3 Bylaws (outdated)
 - Mentioned in Ops Manual
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- Change Bylaws to refer to other two documents

Process for filling the Region 3 Committee membership (Bylaws and Ops Manual)

- MGA Operations Manual dictates a “core” Region 3 Committee membership of 5 officers, SAC, PA, section chairs
- Allows certain number (12 presently for R3’s size) of appointments which have traditionally been specified in the Bylaws which makes changing committee titles, add committees, etc. difficult
- A reference to the process is added to bylaws, the process is laid out in the Operations Manual (Area Chairs, chairs of ExCom committees, then other ExCom members as allowed.)
- The approval of the Director appointments will be done by the Region 3 Committee “core” each January.

Asynchronous voting process improvement

- Present process
 - Discussion (specific duration)
 - Voting with discussion during vote

- New process
 - Discussion (specific duration)
 - Process for extension of discussion
 - Voting without discussion

Reserves Policy (recommended by R3 FinCom)

- Present policy (2001) from then pending dissolution of SouthCon
 - Hold onto surplus to start another conference, handle SoutheastCon risk
 - Build up based on SoutheastCon surplus
 - Cap at 100K (allowing for other initiatives from SoutheastCon surpluses when cap reached)
- Today
 - More than needed to start conference
 - Too little for risk
- Change
 - Combine and have FinCom periodically report on what portion of reserves should be maintained for risk and what portion is available for initiatives including new conferences

Awards Committee Membership

- Change membership from N&A effort to Area Chairs or their Director-approved delegate
 - Ensures area diversity even as other appointments (Chair, Vice Chair, PA, SAC) are made

Audit of the Operational Audit Committee (if needed)

- OAC audits other R3 Committees and functions at direction of Director
- Change provides for the director to assign the audit of OAC to either SOSC or an ad hoc

Revise conflict of interest statement

- IEEE has modified their requirements from a “simple” conflict of interest statement to broader statement including code of conduct and conflict of interest.
 - All members attest their agreement to comply to this on membership renewal and certain officers fill out a longer form
 - Non-members participating in IEEE activities must comply as well
- Revise R3 Operations Manual to note this compliance requirement without specifics.

Process

- Suggestions from members (particularly ExCom members)
- SOSC capture, propose, review, recommend
- ExCom - Operations Manual (Approve), Bylaws (Recommend)
 - Changes in Operation Manual that depend on changes to Bylaws are not effective until final approval of the Bylaws occurs
- For Bylaws
 - Region Committee
 - MGA review process
 - MGA Board of Directors (final approval)

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)**