To: Region 3 ExCom
From: Eric Grigorian
Date: July 19, 2021

RE: R3 Conference Committee Monthly Chair Report

Conference Committee conducted the following activities since April ExCom meeting:

- Conference Committee met on 7/6/2021
  - Reviewed updates from SoutheastCon 2021
  - Reviewed budget for SoutheastCon 2022
  - Received updates from SoutheastCon 2023 committee
- Participated in SoutheastCon 2022 organizing committee meetings
  - Reviewed and provided comments to draft budget
  - Reviewed draft Hardware Competition rules and provided comments
  - Supported organizing committee
- Participated in SoutheastCon 2023 organizing committee meetings
- Continued with updates to SoutheastCon Operations Manual
- Reached out to some of 2019 sponors for potential participation in SoutheastCon 2022
- Provided R3 Audit Committee with requested artifacts as part of their review process
- Working on selection of registration tool for SoutheastCon that can be integrated with EDAS
- Committee members planning to visit Mobile conference committee on 7/22/2021
- Identified Melody Richardson as additional resource to help with SoutheastCon website
  - Submitted a request to Khanh Luu to add Melody and Eric Grigorian to SoutheastCon 2022 to assist with website updates
- Responded to call for data from IEEE Finance on SoutheastCon 2019 Audit
- Reached out to MCE Business Operations on NextGen Conference Chart of Accounts and budgeting template

Assistance needed:
- Social media volunteer to assist with promoting conference committee activities particularly with SoutheastCon
- Region 3 members with connection to organization interested in contributing to upcoming conferences