

## [IEEE R3] SoutheastCon 2023 Report

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Pat,

Below is the SoutheastCon 2023 Report to the May 17, 2022 Region 3 ExCom. I have a prior conflict tonight and will be unable to attend.

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<BEGIN>

The IEEE SoutheastCon 2023 local organizing committee met twice since the Mobile conference.

On April 4, 2022, we requested an initial property walkthrough at the Hilton Orlando for the weekend of April 29, 2022, or May 6, 2022. The property responded on April 8 asking for meeting the week of May 22, 2022; however, I will be out of town that week. We agreed to a property walkthrough on June 10, 2022 from 1300 to 1600 ET. The agenda will include:

- Lunch at Hotel (1300-1400)
  - Catering Options
  - Want to understand food options for lunch and dinner
- Room allocations
  - What's available for the weekend
- Electricity and Internet requirements
- Parking for buses and medium-duty truck
- Security services (Exhibitors, 24 hour hold for SW/HW competitions)
- Airport transfers services (Mears)
- Walkthrough of conference area

In the first meeting, we agreed to continuing a joint virtual/in-person conference for 2023, with the virtual portion being geared towards paper presenters. We are anticipating that the virtual conference would occur on the weekend of April 22, 2023.

In the second meeting, we worked on the June 10 walkthrough agenda and explored contingencies with the Orange County Convention Center if room allocations could not be changed. Since catering and room allocations are still in flux, we are going to hold submitting an official budget until after the June 10 walkthrough and additional decisions will need to be memorialized.

In addition, we discussed the hardware and software competitions for 2023. The team at Valencia will begin building two boards and testing the boards potential issues with the build and rules in the next month. Members of the UCF student branch are also engaging with Valencia to assist with testing. The rules feedback period ends in June, at which time the hardware competition subcommittee will review, make updates and publish a draft final set of rules in August.

Finally, our technical programs chair had a conversation with Charles on how to use the EDAS system so that he can begin training our paper reviewers on the tool and the review process.

Our next local organizing committee meeting is scheduled for June 9, 2022, where we will have an in-person meeting prior to the walkthrough on June 10.

Respectfully submitted,

Joe Juisai  
IEEE SoutheastCon 2023 Conference Chair

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