

IEEE Region 3 – ExCom Meeting
 Web Conference – Minutes
 26 February 2024
 8:00-10:00pm

<https://ewh.ieee.org/reg/3/excom/meetings/2024-02/agendas.html>

Attendees (* denotes ExCom voting member):

Eric Grigorian*	x	Sonya Dillard*	x	Pat Donohoe*	x	Joe Pennisi *	x
Theresa Brunasso*	x	James Imanian*	x	Wyman Williams*	x	Raul Ortega *	x
Paul Kuban*	x	Daniel Diaz*		Nelson Lourenco*	x	Andrew Seely*	x
Joe Juisai*		Kristin Bing*	x	Gregg Vaughn*	x	Sharlene Brown*	x
Dave Green*	x	Bailey Heyman*	x	Alessio Medda	x	Bill LaBelle	x
Eric Ackerman		Patrick Kung		Bill Ratcliff	x	David Fillion	x
Evelyn Licona		Lucas Sweet		Devon Gayle		Damith Wickramamayake	x
Brian Page	x	Vishwas Powar		Hulya Kirkici		Stephen Hopkins	x
Tamseel Syed	x	Ebonee Walker	x	Chan Wong	x	Charles Lord	x
Jim Conrad		John McDonald		Jill Gostin	x	Will Goins	x
Jacob Kulangara	x	Hermann Amaya	x	Binesh Kumar	x	Mark Torres	
Allen Jones	x	Steve Kemp		Elizabeth Hayes		Arup Kumar Ghosh	x
Kennedy Mays		Chase Battaglio		Brad Kicklighter		Lee Stogner	x
Jiayi Lin		Mary Ellen Randall		Dave Conner		AJ Burke	x
Paul Belussi		Larry Adams		Raj Gurupur		Annette Burney	x
Grayson Randall		Bob Hobbs		Don Hill		Earl McDonald	
Matt Horrer		McCauley Osaisai		Rich Kent		Christopher Burge	
Derik Pack		Angelo Ferraro	x	Eric Cramer		Rajeev Agrawal	
Leandro Barajas		Warren Mackey		Mike Puckett	x	Bob Bush	
David Griffith		Demetris Geddis		Allen Zheng		Jason Finn	
Stephen Morris		Dave Irons		Christopher Udeagha		Masood Ejaz	
Dan Bishop		Erica Simmonds		Melody Richardson		Regina Hannemann	
Jeff Bevan		Magreth Mushi		Paul Nyffenegger	x	Sudhir Shenoy	
Bruce Magruder		Len Elam	x	Eric Elwell	x	Jordan Johnson	x
Orville Walker	x						

Agenda:

- 1) Director Grigorian called the meeting to order at 8:00pm.
- 2) The meeting agenda was approved.
- 3) The consent agenda was approved which consisted of the minutes from the 22 January 2024 ExCom Meeting and reports listed in the information agenda.
- 4) Officer Reports
 - a) Director Report
 - i) Director Grigorian attended the Board Series in Orlando earlier this month where IEEE celebrated its 140th Anniversary. IEEE has reached an all-time high of 474,336 members.
 - ii) The MCE team has released a video of the recent workshop held in Jamaica at the University of Technology campus.
 - iii) MGA again has surplus funds available for special projects this year with an emphasis on collaboration among regions. Director Grigorian has asked Projects Coordinator Allen Jones to investigate potential projects for Region 3. The deadline for proposal submission is April 1.
 - iv) Director Grigorian is working with the Region 9 Director on establishing an MOU between the two Regions for an annual CaribbCon.
 - v) Director Grigorian provided planning details in preparation for SoutheastCon 2024 in Atlanta.

b) Director-Elect Report

Director-Elect Dillard has recently taken IEEE training courses for her role as Region 3 Director-Elect. The focus of this month's Area Chair meeting was to ensure that sections submit financial reports in a timely fashion to receive the section rebate bonus. Sections are encouraged to update officer information on vTools and all sections will be required to hold their annual elections using vTools. Director-Elect Dillard has attended several Region 3 committee meetings during the past month and continues to be active in the Huntsville Section activities.

c) Secretary Report

Secretary Donohoe thanked everyone for submitting their ExCom meeting reports and reminded sections to provide him with information on section delegates to the Region Committee meeting at SoutheastCon. Secretary Donohoe also encouraged sections to submit their lightning round presentations prior to the conference.

d) Treasurer Report

Treasurer Pennisi gave a summary of the 2024 Region 3 budget to date with little financial activity at this early point in the year. The 2023 Sections Congress financials are now complete. Two outstanding checks remain for SoutheastCon 2023 (University of South Florida and North Carolina A&T). The Region 3 FinCom approved the SoutheastCon 2026 budget submitted by the Huntsville Section. The deadline for the section rebate bonus has passed (2/16) and the deadline for section rebate is upcoming (2/29). Currently, reports from a total of seven sections and chapters are shown as not submitted. Numerous sections, chapters and affinity groups still need to submit their MGA compliance documents.

e) Past Director Report

Past Director Brunasso continues to identify potential candidates for the position of 2026-27 Director-Elect. For those that may be interested, Past Director Brunasso will be happy to send information about the role. The nomination deadline is March 31.

5) Action Agenda

a) Student Activities Committee (SAC) Proposal – Outreach Competition

SAC Chair Bailey Heyman provided details of the Outreach Competition for student branches attending SoutheastCon 2024 in Atlanta. The competition centers around a STEM activity developed by the branch and implemented by managing a booth at the Atlanta Science Fest (23 March 2024). Each student branch team is eligible for up to \$200 in support of material costs. Only one school responded to an initial poll to gauge interest in the competition. SAC now has 10 schools registered for the competition. Thus, up to \$2000 may be requested by the branches in the competition, which is beyond what was budgeted. Past Director Brunasso noted that student branches are eligible for matching region PAC funds for STEM activities. Tamseel Syed, the Atlanta Section Chair, offered to cover the remainder of the costs (up to \$1000 from region PAC funds and this amount matched by the Atlanta Section).

b) SoutheastCon 2026 – ExCom Endorsement

Huntsville Section Chair Will Goins made a presentation providing details on SoutheastCon 2026 to be held in Huntsville, Alabama at the Von Braun Convention Center from 13-15 March 2026. The virtual paper presentations for the conference are scheduled for 21 February 2026. Chair Goins provided projected attendance numbers, conference fees, a preliminary budget, and lists of local companies and university partners. Chair Goins made a motion for the Region 3 ExCom to endorse the proposal from the Huntsville Section to host SoutheastCon 2026. The motion passed.

- 6) Discussion Agenda
 - a) Strategic Operations and Support Committee (SOSC) Update

SOSC Chair Dave Green provided an update on recent activities of the committee. Chair Green noted the Operations Manual statement that the SOSC shall assist in Region 3 Activities of a strategic nature, and discussed the calendar of activities for the region committees. Recent activities of the SOSC were summarized including the development of the 2024-25 Strategic Plan, Operations Manual updates, the Region 3 DEI and Ethics Statement, shepherding of the Region 3 James Graham Cybersecurity Scholarship, updates to Region 3 calendars, assignment of committee mentors, and refinement of regional professional activities.
 - b) SoutheastCon 2024 Update

SoutheastCon 2024 Chair Alessio Medda provided an update on planning for the conference. A total of 457 papers were submitted with 283 accepted for an acceptance ratio of approximately 80%. The current total for conference registrations is 825 with 220 authors, 439 students, 79 Region 3 attendees, 8 Region 3 guests, and 71 others. A total of \$38,000 in conference sponsorship has been secured. The registrations for the student competitions include 61 teams in the hardware competition, 24 teams in the software competition, 18 teams in the circuit design competition, 19 teams in the ethics competition, 10 teams in the outreach competition, and 14 teams in the presentation competition.
- 7) Review of Action Items from Last Meeting – none
- 8) Old Business – none
- 9) New Business – Andy Seely encouraged everyone to consider participating in Congressional Visits Day and Jacob Kulangara provided details on nominations for Life Member Awards and the Life Member Conference to be held in Austin, TX in April.
- 10) The next ExCom meeting will be held on 22 April 2024 from 8:00-10:00pm EST by Webex.
- 11) The meeting was adjourned at 9:19 pm.