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To: Region 3 ExCom
Cc: Region 3 Committee
Fm: David Green, R3 SOSC Chair
Dt: 26 Nov 2024 Meeting
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1 Summary

1.1 Items Needing ExCom Action (if any)

1.2 Items Needing ExCom Discussion (if any)

1.3 Events or Activities Since Last ExCom Report (if any)

- SOSC Meeting on 4 November 2024 (online)

1.4 Planned Near Future Events or Activities (if any)

- SOSC Meeting on 2 December 2024 (online)

2 Announcements (if any)

2.1 Section Events or Activities (if any)

2.2 Area Events or Activities (if any)

2.3 Region 3 Events or Activities (if any)

2025 will mark the first year the new **IEEE Region 3 James H. Graham Cybersecurity Scholarship** will be awarded. I hope everyone will promote the scholarship and urge those eligible to apply. More information is available from the R3 Awards Committee.

The **2024 SOSC mentors** for the various R3 Committees are:
- Awards and Recognition Committee - Gregg Vaughn
- Member Communications Committee - Sonya Dillard
- Conference Committee - Jim Conrad
- Finance Committee - Mary Ellen Randall
- Industry Engagement - Vince Socci
- Section Support Committee - Jill Gostin, Bill Ratcliff
- Professional Activities Committee - Theresa Brunasso
- Student Activities Committee - Pat Donohoe
- Area Chairs - Sonya Dillard

Please keep the volunteer mentors in the loop and use their corporate memory, connections, and experience. They are there to help each committee be more successful.

3 Committee Report Detail

The OAC report template recommendation was discussed. It was noted that 4 reports at the last ExCom used the template.   Those present thought it was a good idea and recommended it. The SOSC report from the October ExCom had a link to a [Google Docs template](#).   It appears it might be valuable to extend the concept to include the officer reports, and area chair reports with templates focused on those positions.

1. 2024-12-07 Participate in Region 3 Planning Meeting

1. Update Region 3 Operations Manual
2. Document more fully other R3 appointed positions to assist N&A and the incoming Director
3. Update R3 Financial Information in coordination with Treasurer/FinCom
4. Provide mentoring
5. Provide a forum for strategic and operational discussions to support the Director
6. Assist in the establishment of IEEE Region 3 James H. Graham Cybersecurity Scholarship

Appendix (if needed)