

To: IEEE Region 3 Executive Committee
From: IEEE Region 3 Conference Committee
Date: February 24, 2025
RE: Conference Committee Report to Executive Committee

During February, the committee has been focused on two items:

- The successful execution of IEEE SoutheastCon 2025, which will be held from March 27 to 30, 2025, in Concord, NC at the Embassy Suites by Hilton Charlotte Concord Golf Resort & Spa.
- The approval process for IEEE CaribCon 2026 with the Jamaica Section, which we are suggesting to occur the weekend prior to Memorial Day on May 15 and 16, 2026.

For IEEE SoutheastCon 2025, we have been assisting the local organizing committee with securing overflow hotel rooms and providing paper reviewers to complete technical reviews. Working with IEEE Conferences, Events & Experiences (CEE), the local organizing committee now has a workaround for paying for the conference by American Express.

Regular registration of IEEE SoutheastCon 2025 has been extended. Region 3 ExCom and designated section representative should register for IEEE SoutheastCon 2025 by March 4, 2025, at <https://ieeesoutheastcon.regfox.com/southeastcon-2025-in-person-registration>.

In addition, Region 3 ExCom and designated section representatives should reserve a hotel room at the Embassy Suites by using the following link:
<https://www.hilton.com/en/book/reservation/flexibledates/?ctyhocn=CLTCCES&arrivalDate=2025-03-27&departureDate=2025-03-30&groupCode=968&room1NumAdults=1&cid=OM%2CWW%2CHILTONLINK%2CEN%2CDirectLink>. We are currently out of rooms on Thursday; however, the local organizing committee is working on obtaining additional hotel rooms on Thursday.

In the meantime, we have overflow rooms at the Residence Inn and Courtyard by Marriott that are in the same complex as and are within walking distance of the Embassy Suites conference hotel. These can be reserved at <https://www.marriott.com/event-reservations/reservation-link.mi?id=1739972400988&key=GRP&questreslink2=true&app=resvlink>. Note that while the Springhill Suites is included in the overflow block, that property is not located

in the same complex as the Embassy Suites and will require ground transportation to and from the conference hotel.

Reimbursement for the conference and hotel is subject to the IEEE Region 3 travel policy (<https://r3.ieee.org/resources/travel-expense-reimbursement/region-3-travel-policy-for-travel-planning-and-reimbursement/>).

For IEEE CaribCon 2026, we met with Region 3 and Region 9 leadership to understand the Region 9 approval process on February 6. We met with the Jamaica Section on February 7 and provided a deadline of February 28 to provide an abridged selection package to the committee for cleanup and forwarding to Region 9 leadership by March 3. Region 9 will run the conference through their approval process on March 6.

For Region 3 approvals for IEEE CaribCon 2026, the conference committee will review and vote on endorsement on March 10. This will also be brought to the finance committee on March 11 for review and endorsement. Should both committees endorse the conference, the Region 3 committee will formally vote for approval at IEEE SoutheastCon 2025 on March 30, 2025.

The committee obtained the endorsement of awarding IEEE SoutheastCon 2027 to a joint bid from the Canaveral, Daytona, and Orlando Section to be held from April 15 to 18, 2027, in Daytona Beach, Florida from the Region 3 executive committee. The conference committee will present this for formal approval at the Region 3 Committee meeting at IEEE SoutheastCon 2025 on March 30, 2025.

The committee is also preparing for our 30-minute session on Friday, March 28, 2025, at IEEE SoutheastCon 2025 titled "Requirements for Hosting a Conference Within Your Section". This session is scheduled for 9:15 a.m. ET in Concord C. Please note that there is a maximum number of 45 attendees at this session.

The committee is looking at IEEE CEE tools for our conferences. The issue with American Express card acceptance for IEEE SoutheastCon 2025 has put an increased priority on finding new registration solutions for IEEE SoutheastCon 2026 and beyond.

As we reported in January, we are spinning up the selection activities for IEEE SoutheastCon 2028 and 2029. Our internal goal is to have host organizational units selected during this calendar year. If your organizational unit is interested in hosting IEEE SoutheastCon 2028 or 2029, please reach out to the committee for more information on submitting a proposal.

Thank you to the volunteers of the IEEE Region 3 Conference Committee and IEEE Region 3 for your continued support.

Respectfully submitted,

Joe Juisai

Chair, Conferences Committee
IEEE Region 3