

IEEE R9 REGIONAL MEETING MINUTES

Location: Hotel Estelar, Paipa, Colombia.

Date and Time: March 09, 2024, 08:00 AM

Facilitator: Jenifer Castillo



IEEE Regional Meeting 2024

Paipa, Colombia. 7 - 9 March

Agenda Items:

#	Time	Type	Presenter	Agenda Item
30	8:00	Procedural	R. Cabrera / R9 Secretary	Roll Call and Introduction, Approval of agenda and consent agenda
31	8:30	Info	G. Barbosa / IEEE Treasurer	Robert Rules
32	8:45	Info	A. Sánchez / R9 Past Dir	Code of ethics
33	9:00	Info	J. Castillo / R9 Dir	Directors remarks and Recap Day 2
34	9:15	Info	R. Cabrera /R9 Sec	IEEE R9 Secretary Report
35	9:30	Info	V. Batista / R9 Tre	IEEE R9 Treasurer Report
36	9:45	Info	G. Barbosa / IEEE Treasurer	Financial options for IEEE Ous
37	10:00	Procedural		Break
38	10:30	Info	S. Lau / IEEE Entrepreneurship	Entrepreneurship Initiative
39	10:40	Info	Y. Giraldo / R9 SAC	SBRM Announcement
40	10:50	Info	R. Cabrera / R9 Sec	IEEE R9 - Governance Training
41	11:10	Discussion	A. Sánchez / R9 Past Dir	Region 9 voting members
42	11:30	Info	D. Lowery / R2 Dir	IEEE Region 2
43	11:45	Info	D. Mathur / IEEE MGA VP	IEEE Region 10
44	12:00	Procedural		Lunch
45	13:00	Info	K. Hayashi /R6 Dir	IEEE Region 6
46	13:15	Info	M. Hinchey / R8 Dir Elect	IEEE Region 8
47	13:30	Executive Session	A. Orellana / R9 Awards	Section Best Achievement Award Presentations
48	14:00	Executive Session	A. Orellana / R9 Awards	Region Awards
49	15:00	Procedural		Break
50	15:30	Info	J. Castillo / R9 Dir	Awards Summary of recommendations, In memoriam
51	16:00	Executive Session	J. Castillo / R9 Dir	Motions
52	16:40	Motion	V. Bastista / R9 Treasurer	Finance Committee from Adhoc to Standing – IEEE R9 OpsMan
53	16:50	Motion	Y. Giraldo / R9 SAC	Creation of the IEEE Section Exemplary Student Activities Committee Award
54	17:00	Procedural	J. Castillo / R9 Dir	New Business and Adjourn
55	17:20	Info	J. Castillo / R9 Director	Call for venues Regional Meeting 2026

Link to the agenda and presentations: <https://agd.ieee.org/mpt/Agenda.aspx?eid=18657>

Roll Call and Introduction, Approval of agenda and consent agenda

Augusto Herrera, Secretary in charge, performs the Roll Call and Introductions of the members of the Regional Committee.

In addition, the Regional Committee approves the agenda and the consent agenda unanimously.

#	NAME	SECTION COMMITTEE	POSITION	Attended
1	Jenifer Castillo	Region 9	Director	X
2	Alberto Sanchez	Region 9	Past Director	X
3	José Ignacio Castillo	Region 9	Director Elect	X
4	Vanessa Batista Schramm	Region 9	Treasurer	X
6	Susana Lau Hou	Panama Section	Chair	X
7	Juan Jose Encina	Paraguay Section	Chair	X
8	Pablo Sanchez Razo	Guanajuato Section	Chair	X
9	Jose Ortiz Bejar	Centro Occidente	Late	X
10	Alejandro Rojas	Chile Sur Section	Chair	X
11	María Magdalena Perez Torres	Puebla Section	Chair	X
12	David Raimundo Rivas Lalaleo	Ecuador Section	Chair	X
13	Andres Navarro	Andean Council	Chair	X
14	Victor Manuel Flores Carrera	Mexico Council	Chair	X
15	Esteban Arias-Méndez	Costa Rica Section	Chair	X
16	Elodie Claire Strupiechonski	Queretaro Section	Chair	X
17	Izabel Cristina Silva Oliveira	Northeast Brazil	Chair	X
18	Ma Antonieta Zuloaga Garmendia	Aguascalientes Seccion	Chair	X
19	Juan Gabriel Gutiérrez Zorrilla	Uruguay Section	Chair	X
20	Tagore Ramlal	Trinidad and Tobago	Chair	X
21	Raul Castellanos	Honduras Section	Chair	X
22	Wesley Peres	Minas Gerais Section	Chair	X
23	Jaime Martinez Castillo	Veracruz Section	Chair	X
	Elias Brayan Choque Maydana	Bolivia Section	Chair	X
25	Gabrielle Cristina de Souza Silva	Rio de Janeiro Section	Chair	X
26	César Beltrán Castañón	Peru Section	Chair	X
27	Paul Sanmartin Mendoza	Caribe Colombiano	Chair	X
28	Edwin G Delgado	Western Puerto Rico	Chair	X
29	Hector Francisco Reyes Franco	Guatemala Section	Chair	X
30	Filipe Emídio Tôrres	Centro-Norte Brazil	Chair	X
31	Alberto Hussein de la Torre Sotelo	Monterrey Section	Chair	X
32	Hugo Armando Ruiz	El Salvador Section	Chair	X
33	Yehoshua Aguilar Molina	Guadalajara Section	Chair	X
34	Alvaro David Orejuela	Panama Section	Chair	X
35	Virginia Ballarin	Argentina Section	Vice Chair	X
36	Axel Ruiz	Puerto Rico Section	Vice Chair	X

37	Osvaldo Larancuent	Dominican Republic	Representative	X
38	Alejandra Orellana	Awards and Recognition	Chair	X
39	Fabricio Carvalho	Technical Activities	Chair	X
40	José Ignacio Castillo	Membership Development	Chair	X
41	José David Cely	Educational Activities	Chair	X
42	Yesica Giraldo	Student Activities	Chair	X
43	Tania Quiel	Information Management	Chair	X
44	Danny Xie	Student Representative	Chair	X
45	Alberto Sanchez	NoticIEEEero	Chair	X
46	Daniel Campos-Delgado	LAtamTransactions	Chair	X
47	Mauricio Quiñonez	History Committee	Chair	X
48	Chris Flores	Young Professionals	Chair	X
49	Yinnis Anette Solis	Life Members	Chair	X
50	Danielle Delgado	Women in Engineering	Chair	X
51	Juan Fernando Galindo	Industry Engagement	Chair	X
54	Teofilo Ramos	Nominations	Chair	X
55	Vanessa Batista Schramm	Finance	Chair	X
56	Sergio Camacho	Sections Vitality	Chair	X
57	Augusto Herrera	Humanitarian Activities	Chair	X
58	Alejandra Salinas	Ethics Committee	Chair	X
59	Roxana Saint	Entrepreneurship	Chair	X
60	Ariana García	Communication	Chair	X
61	Carlos Lozano	Volunteer Engagement	Chair	X
62	Waldir Ventura Filho	Professional Associations	Chair	X

Note: X = Attended

Robert Rules – Gerardo Barbosa

- The presentation covered meeting procedures based on Robert's Rules of Order, including making motions and seconding motions.
- It explained the process of adjourning a meeting, which requires a second, may be debated, and needs a majority vote.
- The concept of raising a point of order to address rules violations is highlighted, emphasizing the Chair's ruling.
- A meeting scenario is presented to illustrate the sequence of motions like amend, refer, postpone, adjourn, and recess.
- Proper meeting etiquette is emphasized, such as raising hands, stating motions clearly, and directing comments to the Chair during debates.

Code of ethics – Alberto Sánchez

- The speaker highlighted the importance of the IEEE Code of Ethics in guiding ethical behavior in the engineering and technology community.
- It emphasized the principles of fairness, respect, and integrity, including the prohibition of discrimination and harassment.
- The Code promotes public safety, ethical design practices, and the disclosure of factors that may endanger the public or the environment.
- It encourages members to support colleagues in upholding ethical standards and to report violations without fear of retaliation.
- The presentation concluded by stressing the responsibility of IEEE members to maintain the highest standards of ethical conduct in their professional activities.

Directors remarks and Recap Day 2 – Jenifer Castillo

Jenifer Castillo welcomes the third day of the Regional Meeting. Jenifer also makes Directors remarks about the event agenda and a recap of day 2 of the event.

IEEE R9 Secretary Report – Ronny Cabrera

- The presentation makes a report from the Regional Secretary and the Governance Committee during the years 2023 and 2024.
- The main activities carried out by the Governance Committee in 2023 are presented, as well as the motions approved in 2023.
- The report of the motions process for RM 2024 is presented. The timeline of this process is presented.

- The motions (8) approved by the Governance Committee and the Regional Director for RM 2024 are presented. The motions approved for Action agenda (2), Consent Agenda (4) and Discussion are presented (2).

IEEE R9 Treasurer Report – Vanessa Batista

- The budget, including income and expenses, for the year 2023 is presented.
- The budget process for 2024 was presented, involved calling for budget requests, proposal submission, evaluation by the FinCom, and approval at the Regional Meeting.
- The budget, including income and expenses, for the year 2024 is presented.
- The budget process for 2025 will commence in July with the calling for budget requests, followed by proposal submission and evaluation by the FinCom.
- Finally, the expense reimbursement process for RM 2024 was presented.

Entrepreneurship Initiative – Susana Lau

- The 2024 IEEE Entrepreneurship Staff was presented.
- Various programs were highlighted, aimed at supporting entrepreneurs globally.
- The Entrepreneurship Women Tech Entrepreneurs Support Network offers a peer support network for women in tech entrepreneurship.
- Activities in Region 9 were highlighted, for example workshops.
- The Entrepreneurship Ambassador Program for 2024 seeks individuals to organize events leading to Entrepreneurship Week in the Latin America region.

SBRM Announcement – Yesica Giraldo

- The RSAC presented the next venue for the Students Branches Regional Meeting for 2024. The venue will be El Salvador.

Governance Training – Ronny Cabrera

- The main activities carried out by the IEEE R9 Governance Committee were presented.
- The presentation covered the IEEE and Regional governance documents, outlining their structure and importance in governing IEEE R9 activities.
- Detailed the approval and modification process for government documents, including timelines for motions, reviews, and regional committee notifications.
- Provided training and recommendations on constructing motions, emphasizing the importance of preparation, clarity, and adherence to governance document versions.

Region 9 voting members – Alberto Sánchez

- Introduction to IEEE and Region 9 structure was presented.
- The presentation made an overview of Region Committee's voting members.
- The presentation included detailed breakdown of Region 9 Committee Composition.
- Timeline showcasing the Regional Committee's evolution was presented.
- The speaker presented a comparison with Region 6, 7, and 8 committee structures.
- Discussion on enhancing Region 9 Committee Composition.
- The following points were opened for discussion on how to improve the composition of the Region 9 Committee:
 - Can the Region 9 Committee Composition be improved?
 - Do we need to review the right of vote? Who should have the right for vote?
 - Can an Operations Committee (OpCom) improve R9 operations?
- A working group will be formed for Region 9 Operations Alignment to seek compliance with the MGA Operations Guidelines.

IEEE Region 2 – Drew Lowery

- The presentation highlighted the 2024 priorities for Region 2, focusing on areas such as training, leadership continuity, and financial transparency.
- IEEE Region 2 at glance was presented, emphasizing membership growth and geographic location considerations.
- Updates on the regional realignment efforts between Region 1 and Region 2 were provided, showcasing the progress towards joint activities and alignment.
- The leadership team and the Executive Committee in Region 2 was introduced.
- Details on engagement in technical conferences within Region 2 were shared.

IEEE Region 10 – Deepak Mathur

- IEEE Region 10 at a glance was presented, emphasizing history, membership growth and geographic location considerations.
- The Executive Committee and Subcommittees in Region 10 was introduced, emphasizing the diversity of members.
- The main strategies for engaging members were presented. Among them events, industry activities, Young professionals, student activities, WIE.
- The Region Realignment effective from 1 January 2028 was presented, in which Region 10 is divided into 2 Regions: North Asia and South Asia & Pacific
- Opportunities for Leadership Transitions were presented, specifically the case of students to YP.

IEEE Region 6 – Kathy Hayashi

- An introduction of Region 6 Director was presented.
- In addition, the Region 6 structure was presented, with 5 Area Chairs and 35 Section Chairs
- Highlighted the IEEE Milestone: Pixar Renderman in California.
- Showcased past and upcoming events and conferences in Region 6.
- Presented various projects developed within the Region 6 emphasizing Sustainability Projects.
- Announced the Region 6 2024 OpCom event scheduled for March 15-17th in Seattle.

IEEE Region 8 – Mike Hinchey

- IEEE Region 8 at a glance was presented, emphasizing geographic location considerations, membership and organizational units in this region.
- The goals of the Region were presented, which include fostering inclusivity, addressing evolving community needs, and enhancing cooperation for better service delivery.
- Region 8 emphasizes areas of action such as lifelong educational activities, industry engagement, volunteering, and recognition to support its members.
- Opportunities for collaboration within IEEE Region 8 are abundant, offering a platform for members to engage, contribute, and benefit from the diverse network and resources available.

Section Best Achievement Award Presentations– Alejandra Orellana

- The representatives of the following projects and activities presented the following Best Achievement:
 - SEMPRE Nordeste - Senior Member Elevation Program from IEEE Northeast Brazil Section
 - PROMTUR Alliance from Panama Section
 - Virtual Open House_ IEEE Education Week from Ecuador Section
 - Empowering education from Uruguay Section
 - Projeto IEEErmão from IEEE Northeast Brazil Section
- After the presentation, the regional committee proceeded to vote for the following Best Achievement Award.

Region Awards – Alejandra Orellana

IEEE R9 Award and Recognition Chair, presented a report indicating to all RM attendees. The recommendations for Region Awards were presented, for approval.

The IEEE Region 9 Regional Committee approved the following recipients of Region 9 Awards.

Eminent Engineer Award Winner

Recipients: José Crus, Queretaro Section
Mónica Huerta, Ecuador Section

Meritorious Service Award Winner

Recipients: Glauco Fontgalland (Northeast Brazil Section)

Oscar C. Fernández Award Winner

Recipient: Iván Armuelles, Panama Section

Outstanding Section Award:

Recipients: Ecuador Section

Student and YP Activities Prominent Supporter Award

Recipients: Alison Candido (Northeast Brazil Section)

History Award

Recipients: Juan Carlos Miguez (Uruguay Section)
Jorge Him Casanova (Panama Section)

Best Achievement

Recipients: Proyecto IEEEermao (Northeast Brazil Section)

Awards Summary of recommendations, In memoriam – Jenifer Castillo

One resolution was presented during the Regional Meeting. Details of the resolution, followed:

- RM2024 – Resolution – Alvaro David Orjuela – Resolution for Carlos Rueda Artunduaga

Resolution for Carlos Rueda Artunduaga was presented In Vivo during the Regional Meeting by Alvaro David Orjuela, IEEE Colombia Section Chair, presented Carlos's volunteering professional and volunteering career. José David Cely also participated in the resolution.

Motions

Motions presented at the Regional Meeting, not included in the consent agenda, are presented to the Regional Committee.

Motion: Finance Committee from Adhoc to Standing – IEEE R9 OpsMan

Presented by: Vanessa Batista Schramm
Second by: Alberto Sanchez

In favor: 36
Against: 0
Abstention: 1

Status: APPROVED

Motion: Creation of the IEEE Section Exemplary Student Activities Committee Award

Student Activities Committee Chair presented the motion. The Regional Committee proposed the modification of the awards: plaque and digital certificate. It was approved by the Regional Committee.

In favor: 37
Against: 0
Abstentions: 0

Status: APPROVED, SEE AMENDMENTS

Discussion: Creation of the Operations Committee (OpCom)

- Ignacio Castillo, IEEE R9 Director Elect, presents the discussion about the creation of the IEEE R9 Operations Committee (OpCom).
- Ignacio mentioned that the IEEE R9 OpCom will align with the IEEE MGA Board and other regional IEEE boards. The creation of an Operations Committee aims to act on issues that require immediate action.

Discussion: Improvement to Membership Development Committee

- Ignacio Castillo, IEEE R9 Membership Development Committee Chair, presents the discussion about the improvement to Membership Development Committee (MDC).
- Ignacio mentioned that this will provide support to the R9 committee chairs to achieve membership goals. It will also provide more volunteer opportunities.
- Also indicates that this will increase the chances of more volunteers, as well as increased communications for members in the region.

Call for venues Regional Meeting 2026 – Jenifer Castillo

A call was issued for potential venues to host the Regional Meeting in 2026. Participants will be invited to propose suitable locations, facilitating the planning and selection process for RM 2026.

New Business and Adjourn – Jenifer Castillo

Jenifer Castillo invites you to upcoming initiatives, projects and opportunities. After this, the meeting adjourned.

Appendix 1. Motions approved by Consent Agenda

Motion
<u>IEEE Region 9 Description – IEEE R9 OpsMan</u>
<u>IEEE History Committee Leadership – IEEE R9 OpsMan</u>
<u>Region Assistant Treasurer – IEEE R9 OpsMan</u>
<u>Region Assistant Secretary – IEEE R9 OpsMan</u>

Appendix 2. Motions approved by Action

MARCH 2024 IEEE REGION 9 BOARD OF DIRECTORS

ACTION ITEM: Creation of the **IEEE Section Exemplary Student Activities Committee Award**

SUBMITTER: Yesica Giraldo Tique, IEEE R9 Student Activities Committee Chair

CLASSIFICATION: IEEE PROPRIETARY

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IEEE Section Exemplary Student Activities Committee Award

EXECUTIVE SUMMARY:

The IEEE Region 9 Student Activities Committee is pleased to announce the guidelines for the prestigious **IEEE Section Exemplary Student Activities Committee Award**. This competition aims to recognize the Student Activities Committee (SAC) committee within IEEE Region 9 by their outstanding contributions and accomplishments to support the students.

This award not only aims to recognize the individual work of the SAC committee but also seeks to encourage active participation and the strengthening of the student activities committee across the region. The objective is to generate increased commitment and support for student branches in each section, thereby fortifying the support network and enriching the student experience in the technological realm within IEEE Region 9.

PROPOSED ACTION:

RESOLVED that the Region 9 Student Activities Committee, create, and promote the IEEE Section Exemplary Student Activities Committee Award, shall be, and is hereby, approved.

Only Student Activities Committee for IEEE Active R9 Sections can participate.

PROS:

- The regional award for Section Student Activities Committees (SSAC) will reflect a joint commitment between R9SAC and SACs in Region 9, which, in turn, provide support to student members of each student unit.
- Encourage the participation of SSACs participation in the Student Branches Regional Meeting.
- **Recognition of Excellence:** The IEEE **Section Exemplary Student Activities Committee Award** provides a platform to acknowledge and celebrate the exceptional efforts of Section Student leaders within Region 9.
- **Motivation for SSAC teams:** By recognizing outstanding contributions and accomplishments, the award serves as a powerful motivator for SSAC, inspiring them to continue their dedicated work in supporting students and fostering the development of technology in benefit of humanity.
- **Enhanced Networking Opportunities:** Winners of the award gain increased visibility within the IEEE community, leading to an expanded networking and collaborations with other professionals and organizations in the field.

CONS:

- **Resource Allocation:** Organizing and administering the award process requires dedicated resources, including time and human reviewing.
- It will involve transactions between the R9 account and Section's account.

FINANCIAL IMPLICATIONS:

- A **plaque** designated for the SSAC will be presented during the Regional Student Branch Meeting. Alternatively, if the SSAC representative is unable to attend the event, the Section Chair or a section lead delegate will receive the plaque.
- A **digital certificate** will be given to all members of the student activities committee receiving the award.

IMPLEMENTATION:

- The organization of this award will be executed with the other categories by the R9SAC awards and recognition committee, the RSR and the RSAC.
- This award will be launched together with the others awards and contest defined in the **third week** of **May** and will end at the Regional Meeting of Student Branches in the second semester of the year.

BACKGROUND INFORMATION:

The current recognition system acknowledges outstanding student and professional organizational units, but lacks specific awards for section student activities committees at the regional level. To address this gap, the initiative aims to introduce an alternative recognition, shedding light on the valuable contributions of these committees within the region's organizational units. The goal is to inspire and motivate SSAC through formal acknowledgment and encouragement.

DOCUMENT CLASSIFICATION

R9 Student Activities Committee Chair
R9 Student Representative
R9 Student Awards and Recognition Committee Coordinator

We are attaching to this document:

- IEEE Section Exemplary Student Activities Committee Award terms and conditions for this award.

VERSION CONTROL:

01/31 - V1

MARCH 2024 IEEE REGION 9 BOARD OF DIRECTORS
ACTION

ITEM: Finance Committee from Adhoc to Standing – IEEE R9 OpsMan
SUBMITTER: Vanessa Batista Schramm, FinCom Chair
CLASSIFICATION: IEEE Proprietary
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EXECUTIVE SUMMARY:

In the Article III/Section 7 of the IEEE R9 Operations Manual, it is necessary to include the Finance Committee as one of the standing committees of the Region, since the responsibilities of Finance Committee are continuous; moreover, its composition should be heterogenous, including representatives with knowledge about finances of Region 9, members of the Board and representative who aren't on the board.

PROPOSED ACTION:

Resolved that the Region 9 approves the changes of Article III, Sections 4, 5, 6 and 7 of the Operations Manual in the form presented, shall be, and is hereby, approved:

PROS:

- *Since the responsibilities of this committee are continuous, it should be standing.*
- *It will include volunteers with background in the finances of Region 9, representatives of the board and people who aren't on the board.*

CONS:

- *None.*

FINANCIAL IMPLICATIONS:

- *No financial implications.*

IMPLEMENTATION:

After the endorsement of the IEEE R9 Governance committee, and the approval of the IEEE R9 Regional Committee:

- IEEE Governance committee with update the manual of operations.
- The new manual will be uploaded in the website.

BACKGROUND INFORMATION:

Current version of the manual or operations: [R9 Operations Manual V4](#)

Article III. Responsibilities of the Regional Committee Members and the Regional Committees.

Regional Committee Members could participate with other volunteers in a Committee or Ad-Hoc Committee to perform some tasks and hence achieve the goals assigned.

4. The Region Director-Elect

The Region Director-Elect shall exercise those functions delegated by the Region Director and shall assume the functions and responsibilities of the Region Director in the event that he/she leaves office due to resignation, prolonged absence or disability. He/she will serve as an Ex-officio member of all the committees of the Region and will coordinate those entities delegated by the Region Director.

a. Functions of the Region Director-Elect

The Region Director-Elect becomes a Region Director upon expiration of the term for which the current Region Director was elected or appointed.

Other Responsibilities includes:

- Assist the Region Director in the performance of his duties, being his main assistant.
- Ex officio member of the Strategic Planning Committee.
- Attend any meeting that is required as a function of the position.
- Maintain open channels of communication with the other members of the Regional Committee and ensure that the reports of the members of the Regional Committee are ready for presentation at the Regional Meeting in the manner provided by the Region Director or through statutes for this purpose.
- Shall be the chair of the Membership Development Committee at the Regional level.
- Shall represent the Region Director in the activities entrusted to him.
- Shall be a member of the Executive Committee and the Regional Committee with the right to voice and vote.
- Audit regional accounts when deemed necessary.
- Update the Regional Strategic Plan when taking office.
- [Ex-officio member of the Regional Finance Committee.](#)

5. The Region Secretary

The Region Secretary shall be appointed by the Region Director and shall serve for a term at the director's will, that has a maximum of two years. The Region Secretary shall have the functions of sending announcements, preparing the agendas for the meetings of the Executive Committee and of the Regional Committee and preparing the minutes of those meetings.

a. Functions of the Region Secretary

The Region Secretary is responsible for maintaining the archives of the Region in an organized manner. The Secretary will prepare all those reports that are required by IEEE or the Region and shall participate and follow up the action items made at the meetings. In addition, the Region Secretary has the following responsibilities:

- Coordinate the Regional Meeting together with the organizing section.
- Updating the specific website of the Meeting, by sending to the Web Master the information for it, such as, agenda, committee reports, data for the registration of participants and registration information for support staff and companions.
- Be a communication link between for Members, volunteers and other professional associations in the Region, making available the strategic plans and actions of the Region Directorate, seeking to serve the members of the Region equally, considering their own cultures and particular needs.
- Promote communication between the Sections, Societies, Councils and Student Branches by stimulating the formation of a communication network between the secretaries of these entities and facilitating their responsibility of maintaining this network active through meetings, projects, financial reports and other activities.
- Represent the Region Director in the activities entrusted to him.
- The secretary shall also act as Chair of the Governance Committee.
- Coordinate with the electronic voting with the Web Master, subject to the following procedure:
 - Review the document to be voted on and the additional comments.
 - Inform the deadline to receive suggestions for changes to the text. These comments must be sent by the proponents to the Region Secretary who will direct them to the corresponding persons.
 - For any vote that, due to its importance, cannot wait for the next Regional Meeting, the members with the right to vote will be informed of the electronic address for voting or another mechanism that will be indicated by the Region Secretary.
 - Inform the result of the vote.

- The Region Secretary is responsible for preparing the Regional Meeting Agenda, validating it with the Region Director and taking care of its proper development in a timely manner during the Regional Meeting.
- The Region Secretary being part of the Executive Committee participates in the meetings and is responsible of preparing and making available the unapproved minutes of the meeting.
- [Ex-officio member of the Regional Finance Committee.](#)

6. The Region Treasurer

The Region Treasurer will be appointed by the Region Director and will serve for a term at the director's will that has a maximum of two years.

a. Functions of the Region Treasurer

The Region Treasurer shall be responsible for the management of R9 funds, such as bank deposits and all payments that have been budgeted and have the endorsement of the Region Director, as well as the registration of all financial transactions made in the name of the Region. He/she shall only make those non-budgeted payments that have the endorsement of the Executive Committee.

- The Region Treasurer will prepare all the reports that are required by the MGA and Regional bylaws, as well as the ones that might be needed for the local governments where IEEE R9 has business.
- As Past Treasurer shall be member of the Strategic Planning Committee.
- The Region Treasurer will present a financial summary and regional budget projections at each Regional Meeting.
- [The Region Treasurer shall be Chair the Regional Finance Committee.](#)

7. The Standing Committees

The Region Director shall appoint the coordinators of the standing committees of the Region, who will chair the committees, except for those who hold this position by virtue of their office. All of them, with the exception of the Nominations Committee, will serve for a term of one to two years at the will of the Region Director. The Standing Committees are described below.

s. [Finance Committee](#)

[The Finance Committee is a standing committee shall consist of the current Region Treasurer, who will chair the committee, the previous Region Treasurer, the Treasurer of the LATAM Transactions, one Section/Council chair appointed by](#)

the Region Director, and the following non-voting members - the Region Directors (Director, immediate Past Director, and Elect Director), and the Region Secretary.

The Finance Committee shall:

- be responsible for the preparation of the Region budget.
- supervise the progress of financial affairs in the region and continuously suggest recommendations to the Executive Committee midway through each operational year.
- recommend to the Executive Committee about expenses or funding levels for regular activities and authorization levels for travel expenses.
- evaluate and make recommendations to the Region Director on financial business that he/she consults about.
- evaluate and make recommendations to the Executive Committee on requests for special funds for emergencies, special activities, or non-budgeted events.
- maintain the funds of the Region in the IEEE bank account known as Concentration Banking.
- recommend to the Executive Committee the appropriate levels for general reserve or special reserve regional accounts.
- prepare and keep updated a short- and long-term financial plan consistent with the current Strategic Plan for the operations of the region.
- recommend to the Region Director about funds control mechanisms that he/she deems pertinent to be established in Region 9.

PRESENTATION:

- None

DOCUMENT CLASSIFICATION

IEEE proprietary

VERSION CONTROL:

January/24 – V1

Appendix 9. IEEE Region 9 Awards

ACTION

IEEE Region 9 – March 2024

SUBJECT: IEEE Region 9 Eminent Engineer Award - Selection and approval of winners

FROM: Alejandra Orellana, R9 Awards and Recognition Committee Chair

EXECUTIVE SUMMARY:

The IEEE R9 Awards and Recognition Committee received **4 (four)** nominations for the IEEE Region 9 Eminent Engineer Award Winner.

The Award Evaluating Committee was formed by five past directors:

Enrique Álvarez

Teofilo Ramos

Tania Quiel

Francisco Martinez

This committee evaluated the significant professional achievement and contributions of the candidates indicated in the nominations and associated documents. The members of the evaluating committee unanimously agreed on the names of the recipients for this award.

PROPOSED ACTION:

Based on the recommendation of the R9 Awards and Recognition Committee and the Evaluation Committee, the R9 Regional Committee approves the following volunteers as recipients of the 2023 R9 Eminent Engineer Award (listed in alphabetic order):

José Cruz (Querétaro Section)

Mónica Huerta (Ecuador Section)

FINANCIAL IMPLICATIONS:

None.

OTHER IMPLICATIONS: None.

ACTION

IEEE Region 9 – March 2024

SUBJECT: 2023 IEEE Region 9 Meritorious Service Award - Selection and approval of winner

FROM: Alejandra Orellana, R9 Awards and Recognition Committee Chair

EXECUTIVE SUMMARY:

The IEEE Region 9 Awards and Recognition Committee received **2 (two)** nominations for the 2023 IEEE Region 9 Meritorious Service Award.

The Award Evaluating Committee was formed by: R9

Regional Director: **Jenifer Castillo**

R9 Regional Director-Elect: **Ignacio Castillo**

Awards and Recognition Committee (R9-ARC) Chair: **Alejandra Orellana** Two past R9 Directors (appointed by the R9 Director): **Teófilo Ramos, Enrique Alvarez.**

This committee evaluated the significant professional achievements and contributions to the profession and the volunteer service in the IEEE activities of the nominee.

PROPOSED ACTION:

Based on the recommendation of the R9 Awards and Recognition Committee and the Evaluation Committee, the R9 Regional Committee approves the following volunteer as the recipient of the 2023 Meritorious Service:

Glauco Fontgalland (Northeast Brazil Section)

FINANCIAL IMPLICATIONS:

None.

OTHER IMPLICATIONS:

None.

ACTION

IEEE Region 9 – March 2024

SUBJECT: 2023 IEEE Region 9 “Oscar C. Fernández” Outstanding Volunteer Award–
Selection and approval of winner

FROM: Alejandra Orellana, R9 Awards and Recognition Committee Chair

EXECUTIVE SUMMARY:

The Region 9 Awards and Recognition Committee received **9 (nine)** nominations for the 2023 IEEE Region “Oscar C. Fernández” Outstanding Volunteer Award.

The Award Evaluating Committee was formed by:

R9 Regional Director: **Jenifer Castillo**

R9 Awards and Recognition Committee (R9-ARC) Chair: **Alejandra**

Orellana A past R9 Director (appointed by the R9 Director): **Tania Quiel** (RD 2010/11)

This committee evaluated the contributions of the candidates stated in the nominations and associated documents and recommended recipients for the 2023 Oscar C. Fernández Award.

PROPOSED ACTION:

Based on the recommendation of the Region Awards and Recognition Committee and the Evaluation Committee, the R9 Regional Committee approves the following volunteer as recipient of the 2022 IEEE Region 9 “Oscar C. Fernández” Outstanding Volunteer Award.

Ivan Armuerlles (Panama Section)

FINANCIAL IMPLICATIONS:

None.

OTHER IMPLICATIONS:

None.

ACTION

IEEE Region 9 – March 2024

SUBJECT: 2023 IEEE Region 9 Outstanding Section Award - Selection and approval of winner

FROM: Alejandra Orellana, R9 Awards and Recognition Committee Chair

EXECUTIVE SUMMARY:

The IEEE R9 Awards and Recognition Committee received **5(five)** nominations for the IEEE Region 9 Outstanding Section Award corresponding to the activities carried out during the year 2023.

The Award Evaluating Committee was formed by: R9

Regional Director: **Jenifer Castillo**

R9 Regional Director-Elect: **Ignacio Castillo**

Two past R9 Directors (appointed by the R9 Director): **Tania Quiel and Teófilo Ramos.**

Awards and Recognition Committee (R9-ARC) Chair: **Alejandra Orellana**

This committee evaluated the achievements of the nominated sections, considering the requirements established by this award.

PROPOSED ACTION:

Based on the recommendation of the R9 Awards and Recognition Committee and the Evaluation Committee, the R9 Regional Committee approves the following section as recipient of the 2023 Outstanding Section Award,

Ecuador Section

FINANCIAL IMPLICATIONS:

None.

OTHER IMPLICATIONS:

None

ACTION

SUBJECT: 2023 IEEE Region 9 Student and Young Professional Activities Prominent Supporter Award - Selection and approval of winners

FROM: Alejandra Orellana, R9 Awards and Recognition Committee Chair

EXECUTIVE SUMMARY:

The IEEE Region 9 Awards and Recognition Committee received **5 (five)** nominations for the 2023 IEEE Region 9 Student and Young Professional Activities Prominent Supporter Award,

The Award Evaluating Committee was formed by:

R9 Regional Director: **Jenifer Castillo**

R9 Awards and Recognition Committee (R9-ARC) Chair: **Alejandra**

Orellana R9 Young Professionals Committee (R9-YPC) Chair: **Christina Flores** R9 Student Activities Coordinator (R9-SAC): **Yesica Giraldo**

R9 Student Representative (R9-SR): **Danny Xie**

This committee evaluated the contributions of the candidates stated in the nominations and associated documents and recommended recipients for the 2023 Edition.

PROPOSED ACTION:

Based on the recommendation of the R9 Awards and Recognition Committee and the Evaluation Committee, the R9 Regional Committee approves the following volunteers as recipients of the 2023 IEEE Region 9 Student and Young Professional Activities Prominent Supporter Award (listed in alphabetic order):

Alison Candido (Northeast Brazil Section)

FINANCIAL IMPLICATIONS: None.

OTHER IMPLICATIONS:

None.

ACTION

SUBJECT: 2023 IEEE Region 9 History Award - Selection and approval of winners

FROM: Alejandra Orellana, R9 Awards and Recognition Committee Chair

EXECUTIVE SUMMARY:

The IEEE Region 9 Awards and Recognition Committee received **3 (three)** nominations for the 2023 IEEE Region 9 History Award.

The Award Evaluating Committee was formed by 5 past directors:

Alberto Sánchez

Teófilo Ramos

Antonio Ferreira

Enrique Alvarez

Francisco Martinez

This committee evaluated the contributions of the candidates stated in the nominations and associated documents and recommended recipients for the 2023 Edition.

PROPOSED ACTION:

Based on the recommendation of the R9 Awards and Recognition Committee and the Evaluation Committee, the R9 Regional Committee approves the following volunteers as recipients of the 2023 IEEE Region 9 History Award.

Juan Carlos Miguez (Uruguay Section)

Jorge Him Casanova (Panama Section)

FINANCIAL IMPLICATIONS:

None.

OTHER IMPLICATIONS:

None.