

## 1 EDUCATIONAL ACTIVITIES COMMITTEE REVIEW

October 10, 2002

General

The review committee consisted of Dick Riddle and Dale Caston, reviewers and Roy Harris, Review Committee Chair.

Overall we have had good leadership of the Region 3 Educational Activities Committee during the period covered by this review which covers from mid 1997. Good progress has been made in communicating these services to the membership. Also, good progress has been made in broadening committee membership and having a Vice-Chair. Considerable effort will be required to keep a full membership representing all areas of the Region.

Considerable progress has been made in providing access to available educational services and products on the web page. The Committee is encouraged to keep this web page current so that it will continue to be most helpful to the membership.

The EAC Lending Library has a Catalog of Materials that give links to 5 or 6 different types of material that is available for loan to the Region 3 membership. Much of the material is outdated and of questionable value except for archival information. Apparently the plan to develop a database system so that the membership could review and order the material directly from the system was never developed or implemented (see EAC Report dated 1/27/00).

Meaningful goals and objectives have been set and EAC continues to make progress in setting and meeting meaningful G&O.

Dick Riddle did a great job of documenting his review of the Committee Reports which provides a good running commentary on EAC activities during this review period. His report and interesting comments are attached as an addendum, since we felt that they would be of help to current and future committee members.

## Specific Findings and Recommendations

1. Finding: The Committee needs to increase the awareness of the availability of its services and awards by the entire membership of Region 3.

Recommendation: a) Maintain an aggressive push to enlist members from across the region (need a representative from each Area and Council) for EAC members to promote Education and help with the EAC Award; b) Continue the progress that has been made in providing an EAC Web Site with appropriate links with frequent updates to maintain currency of information; c) list the Region 3 Employee Professional Development award winners on the Web Site.

*EAC Response: The Region 3 EAC agrees with the recommendation and will solicit the Areas and Councils to appoint a representative on the Region 3 EAC. A major EAC Web Site overhaul is underway and should be completed soon (see finding #3). The Region 3 Employee Professional Development Award winners will be listed on the EAC Web Site.*

2. Finding: The last few years, goals were stated, however, at the end of the year the reports did not relate achievements to stated goals.

Recommendation: EAC should use the Region 3 Report Form for end of the year report with stated progress on goals reported fully.

*EAC Response: The Region 3 EAC agrees with the recommendation. The Region 3 EAC will state progress toward goals in all end of the year reports. (See EAC report dated 14 November 2002)*

3. Finding: EAC maintains a Lending Library that gives links to 5 or 6 different types of material that is available for loan to Region 3 members. Much of the material is outdated and of questionable value except for archival information. The plan to develop a database system so that the membership could review availability and order the material directly from the system was never developed or implemented.

Recommendation: a) Review the membership activity with the Lending Library to determine current worth to members; b) If the activity warrants the upgrade, develop an upgrade proposal with cost figures required to provide the suggested automation.

*EAC Response: The Region 3 EAC agrees with the recommendation. As more information has been collected concerning the most efficient way of delivering continuing education materials to Region 3 IEEE members, it has become obvious that the Region 3 Lending Library should be modernized into a Region 3 "Web Library" where members can access continuing education material in the form of books, CD-ROMs, videotapes, online courses, self study courses, and announcements for courses taught at conferences and symposia. IEEE has made a major stride toward this goal with the institution of the Education Partners program. This program provides IEEE members with discounted credit and non-credit courses, programs and products from quality education providers. The Region 3 EAC plans to supplement those services offered by the Education Partners program with other web based providers to allow members of Region 3 to access a wide range of continuing education products and services on the Region 3 Web Library.*