

**Meeting Minutes**  
**UW-ITE Student Chapter 2011-2012**  
**4th Meeting: Sep. 12, 2011**

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**Attendees:** Amir Ghods, Mohab El-Hakim, Deborah Santiago, Kyrylo Rewa, Soroush Salek Moghaddam, Roshanak Taghipour, David Duong

**Regrets:** Akram Nour

Amir started the meeting at 2:15 pm.

**1- Social events**

- a. *New students welcome Pizza & Pop party:* Since the Departmental BBQ is next week, it has been decided that the UW-ITE SC Welcome event should be held on Tuesday, September 27th at 4 pm. We anticipate around 30 students; therefore, 10 pizzas will be needed (pepperoni, vegetarian, others). We already have a supply of various drinks, but need to buy salad, hummus, pop, and chips. The professors will be asked to forward the event email to their new students. Attendees will be asked to sign-up.
- b. An Indoor event for Fall: It is agreed that paintball will be held this term, sometime in November. Professor will be invited.

**2- Website/Communication**

- a. Executives short bio: Only one person has not yet submitted their bio. He will submit his' shortly.
- b. Update students list on TSRG: We will ask the professors to send us the names and email addresses of their new students.

**3- Seasonal newsletter**

- a. Newsletter: We need to create a template. Social and Academic Events. Photos and easy to read text. Two research blurbs will be included: one Masters, one PhD and one Professor. Joke/funny section. Amir and David will work on it.
- b. Also Transportation Talk is due mid-October.

**4- - SC video clip**

- a. Currently being worked on.

## **5- Funding issues**

- a. Account update: Department account - \$674; \$1235 from GSEF (used \$20).
- b. Registering the UW-ITE Student Chapter to a UW club: Soroush will look into the rules for registering the student chapter as a club. This allows us to apply for \$100 per term to fund chapter activities.

## **6- Sponsors**

- a. Prof. Hellinga reviewed the letter: He will ask people in companies whether the pricing we listed is right. Amir will follow up with Dr. Hellinga to make sure he does this. Professor Hellinga is optimistic that we will receive a lot of donations; hopefully enough to fund travel to the annual CITE conference.

## **7- Academic events**

- a. Roshanak will talk to students and professor to see if they want to be a presenter for our academic seminar series. We will also talk to GRT through Professor Hellinga to set up a site visit.

There were no additional items. The meeting was adjourned at 3:15 pm.