



IEEE

IEEE University of Michigan – Dearborn X-COM planning meeting September 14, 2005 – Confirmed Minutes

- 1) **Call to Order:** Chair Scott Lytle called the meeting to order at 6:01 PM.
Present were: Scott Lytle, Krystle Laja, Emily Limchoa, Ross Marten,
Teresa Sevonty, Aisha Yousuf

- 2) **First Meeting**
 - a. All officers must be present - business casual (no IEEE shirt)
 - b. Wednesday, 28th of September - 1:30 pm
 - c. Get room reservation
 - d. Make agenda
 - e. Food – Ross will pick up pizza – 4 cheese, 4 pepperoni, 4 veggie
 - f. Speakers – 2 prof. 2 assist. and 2 assoc.
 - i) Profs – Shridhar, Awad, Murphey
 - ii) Assistants – Mi
 - iii) Associates – Watta, Richardson
 - g. Time line → an hour ½
 - h. Print Outs – Flyers (50)
 - i) Get it SAO stamped and get 50 copies made from the ECE dept.
 - ii) Give main copy to Scott for copy in main file
 - iii) Buy a pack of light blue paper
 - iv) Post
 - i. New Activities Coordinator (just a friendly reminder to Scott)
 - j. Announcements
 - i) Teresa – E100, 210, 414, CIS 375
 - ii) Aisha – E100, 450, 480, 4985
 - iii) Scott – 270, 317, 372, 375
 - iv) Emily – 270
 - v) Ross – 311, 473

- 3) **Upcoming Events**
 - a. Open House
 - i) October 2nd
 - ii) Poster Board
 - iii) Aisha and Teresa will be present
 - b. Visteon Tour
 - i) Talk to Joe LaRussa about what Paul left with
 - ii) Plan for October
 - c. Have a ready-made list of events to come ASAP – IEEE Plan of Activities
 - i) IEEE received by Nov 1
 - d. Keep in contact with alumni affiliates
 - e. 1 workshops per semester
 - i) Matlab
 - ii) Solder

f. 2 plant tours

4) Community Service Ideas

- a. Tree Tapping (Winter)
- b. Gabrielle Richard Center

5) New Committees

- a. Student Branch of Excellence Committee
- b. Website Committee
- c. Computer Society

6) *NEW* IEEE Shirts

7) PENNY WARS

- a. Bins!!!!
- b. Ross's dad will make a box for all the profs

8) Best Times for Regular Meetings

- a. M, T, W nights

Respectively Submitted: Krystle Laja - Secretary