

**SOCIETY OF CIVIL ENGINEERS**  
**2011 - 2012**  
**OFFICER MEETING MINUTES**

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**October 20, 2011**  
**11:10am-12:00pm**  
**Room 13-118**

**All Officers Present: No** [Scalla, Steinmetz, Bizckow, Welling, Mateo at National Conference]  
**Faculty Advisor Present: Yes**  
**Guests: None**

**LAST MEETING: General Meeting**  
**October 12, 2011**

**NEXT MEETING: General Meeting**  
**October 26, 2011 7:00pm**

**FUTURE MEETINGS: Officer Meeting November 3, General Meeting November 9**

- **VP of Events leading officer meeting**
- **MENTORSHIP PROGRAM**
  - **VP of Community Service** – Contact should be made by Tuesday
    - Students should be personally invited to attend the next general meeting
- **CE111 HELP**
  - **Faculty Advisor** – Because of the attendance of members at the ASCE National Conference, alternate volunteers should attend CE111
    - Next week is Q/A panel: need diverse levels of experience
- **MAKE A DIFFERENCE DAY (MADD)**
  - **VP of Community Service** – Drivers paperwork, officer availability, make deadlines for people attending; ASI/student life and leadership confirmation for paperwork
- **THIRD GENERAL MEETING**
  - **Sports Director** – Meeting entertainment: ice breaker needs to be better timed
  - **VP of Events** – Speaker and topic has been picked: Kittelson and Associates (non-technical topic): careers, business models and you
- **CALENDAR**
  - **ASCE NATIONAL CONFERENCE (10/19-10/23)**
  - **IAB MEETING AND SOCIAL EVENT**
    - **Faculty Advisor** – Take note that all accommodations must be made for the panel. Every student is welcome and that needs to be advertised. Advertise to the CE department and get better quality food within budget because the panel enjoyed it a lot last year
  - **VP of Events** –
    - **Highway 46 Construction Tour 11/4** It was discussed that the possibility of too many members attending and creating two tour groups to accommodate a larger crowd.
    - **Pt. San Luis Hike and Tour 11/5** Because of the limited spots for this hike and tour, some members can be shifted to Building An Engineer if there was interest for some in both events

- **VP of Community Service –**
  - **Build an Engineer Day 11/5** SWE will send groups of kids of various age groups. Timing of event as well as the actual topic was discussed and the availability of food was mentioned. There will be 45 minute labs including slideshow and Q/A Actually begins at 9AM but we will be needed at 8:30AM-2PM Food will be provided for breakfast
- **NEW BUSINESS**
  - **Membership Director** – 41% CE department are members 87% are freshman, 110 with ASCE #'s, so far 33 seniors, etc.
  - **Sports Director** – Need to reschedule next softball game
  - **Newsletter Editor** – Need newsletter interviews and photos, increased number of newsletters: approx. 160 attended last meeting
  - **Treasurer** – Balance. For purchases to be reimbursed by the chapter's funds, have the receipt is present. If payment is made with a credit card, need both receipts attached and make sure you identify that you paid it including the last 4 digits of your card number.
  - **Concrete Canoe Representative** – Canoebeque 11/11/11