



## Meeting Minutes

Wednesday, March 4<sup>th</sup>, 2009 at 11:40 am

ENC 2407

### Attendees:

Dr. Wilson – Advisor  
William Krichman – President  
Jose Carballo – Vice President  
Derek Lura – Duke of York

Kathleen Boland – Secretary  
James Rachwal – Webmaster  
Dr. Dubey – Visitor  
Nyssa Masters – Visitor

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The Mechanical Engineering Department Head, Dr. Dubey, briefly visited us and he congratulated ASME for our progress and becoming more active again. Hooray!

### Events, Activities and Tasks

1. Student Papers Night (*Thursday, March 12<sup>th</sup>*): MSC room 2709. ASME students will give presentations and the two scholarship winners of the Helen & Clarence Scholarships will be announced; no jeans, business casual attire. (t = 1hr and 45 min)
  - William will make arrangements for the room for the attendance of around 50 people. FWCS will be able to subsidize the event for \$100.
  - William and Derek will be the masters of ceremonies and Derek will prepare a speech.
  - Jose will help Derek find speakers for the presentation if necessary.
  - Helen and Clarence may present the award today.
  - Kathleen will make the flyer(s). However, Dr. Kaw beat Kathleen to the chase as he already sent out a mass email to all the mechanical undergraduate students.
2. Old Guard Competition: Derek will also find out who is interested in competing in Oral Guard as Dr. Dekker provided him a list of candidates.
3. Engineering Foundations (*March 24<sup>th</sup>, March 27<sup>th</sup>*): Advertise Mechanical Engineering to these students; more information will be available by Stephanie as the time comes to recruit members and officers as well.

4. Electrathon: The team dedicates their spare time to work on the car throughout the week and therefore, their meeting times are spontaneous and frequent.
  - Check from the parking lots guys still has not come yet.
  - May still need a battery.
5. Mars Rocks (*March 27<sup>th</sup>*): The team usually meets on Sundays at 12pm and the R.I.G (Robotics Interest Group) meets Thursdays at 5:30 pm.
  - William will allocate the travel budget and bring a list to the next meeting of parts arrived and parts to be ordered.
  - Make sure Student Government contacts Will about the arrival of parts.
6. Mechanisms and / or Robotics Competition: (*September 30<sup>th</sup>*) Need a team and ideas.
7. Hudson Pumps: (*March 16<sup>th</sup>, April 16<sup>th</sup>*) A series of seminar lectures throughout the semester offered by FWCS. Jose will talk to Rob Andrews. Jose will find out the maximum capacity of attendance from Rob.
8. Yuengling Tour: (*March 17<sup>th</sup>*) Tour begins around 4:00-4:30 pm. Invite AICHE too.
9. General Body Meetings: William will make three purchase orders for these events.
  - (*March 25<sup>th</sup> 11:30 am*) ENG 003: Dr. Muhammad Rahman would like to talk about graduate school to undergraduate students and answer any questions. Also formal nominations will close after meeting.
  - April 1<sup>st</sup>: Nominees will have a chance to introduce themselves.
  - April 8<sup>th</sup>: BBQ and hold elections.
10. T-Shirts: We need to know the budget before we buy 25 shirts for around \$3-\$7 and sell them back for about twice the price.

## **General Business**

1. Sean will update the members list and James will upload the website with pictures from Engineering Expo and the Electrathon.
2. Plan another fundraising event and find sponsors for our activities.
3. Ideas are needed for member activities, volunteering, benefit, tours, and speakers at the general body meetings.

Meeting was adjourned at 12:25 pm by Will. The next Officer Meeting will be on *Wednesday, March 12<sup>th</sup>, 2009*, 4:15-5:00 pm, at Dr. Wilson's office.

Minutes submitted by: Kathleen Boland – Secretary