***IEEE Weekly Meeting 9-20-2016***

* **Student Leadership Conference**
- Who has responded to our invites to the SLC?
- A new contact list will be coming your way, but contacts are from a few years back. A different email will be required - Ali, Antonio, Michael, Numra, Tulasi
- Hotels: Did we hear back from Marriott? - Brandy
- What types of activities do we want at our conference? - ALL
 ○ Chris Lopez: Networking hour on Friday session
 ○ Machine Learning workshop
 ○ Anything else?
* **September 30th IEEE Informational Session**- 10 am to 11 am: Can we get our time slot extended to 11:30 for cleanup/Q & A?
- Email all WSU-IEEE members in our database to announce informational session - Akarshan
- Advertising: Flyer, Facebook, Website - Michael
- Content: Chris Lopez
- Would like all officers in attendance so that they can be introduced
* **October 14th DTE Wind Farm Tour**- All day event Friday, October 14th
- Advertisement: Do we have a flyer ready? - Michael
 ○ Announcement to be shared on FB, website, email (Akarshan), Blackboard
 ○ Can we get a blackboard announcement?
- Event Brite form for participant interest: Can we have it ready for this week? - Numra
 ○ Registration will officially begin this week
- Please check your calendars for availability – ALL
* **October 22nd IEEE Career Workshop feat. Dr. Ladhiri**- 9:30 am - 12:30 pm, Saturday October 22nd.
- Can we get funds from IEEE to pay for food costs, etc.? - Chris G.
 ○ What did we find out?
- Have a flyer ready for next week – Michael
 ○ Do we have one ready?
- Cost of attending the event?
- Who will be available for setup? Who will be available for cleanup?
* **IEEE Funds**
	+ We need to raise money to support upcoming events
	+ 10 recyclable cans per week
	+ Bake sale: do we need to reserve space?