



Meeting Minutes #

DATE: March 27 2024

TIME: 60 mins (11:45-12:45)

LOCATION: 1A18

| | |
|-------------------|--|
| Meeting called by | Pabitra |
| Type of meeting | Biweekly Meeting |
| Minutes taken by | Kathryn |
| List of attendees | Kathryn, Pabitra, Ehsan, Hanieh, Maliheh |
| List of absentees | |
| Excuses | |
| Agenda | <ol style="list-style-type: none"> 1. E3MT Debrief 2. Plan for AD Meeting |
| Content | <ol style="list-style-type: none"> 1. E3MT Debrief <ul style="list-style-type: none"> • What went well? <ul style="list-style-type: none"> ○ Students were very happy with certificates • Recommendations for Future Years <ul style="list-style-type: none"> ○ Potentially don't use the library (instead use a lecture hall) <ul style="list-style-type: none"> ▪ Library has too much background noise ▪ A lot of work to setup ○ Have sponsor speeches at the beginning of the event <ul style="list-style-type: none"> ▪ People aren't really attention during the end ○ Consider having first round of presentations with post docs judging <ul style="list-style-type: none"> ▪ Followed by having second round of presentations with top 12 or so presenters with industry judges ○ Have E3MT replace seminar presentation ○ Have a judge from Graham School ○ Disqualify individuals who go over 3 minutes ○ Don't include audience choice vote; instead add 7th place or do something like 'most innovative project' or 'best slide' <ul style="list-style-type: none"> ▪ Talk with other associations about this ○ Make sure you have a car to pick up SWAG bags • Financial Update <ul style="list-style-type: none"> ○ Spent: \$2822.68 + \$2000 ○ Remaining Funds: \$5369.48 + \$1000 (SIGMA) + \$1000 (CGPS) +\$700 (GSA) 2. Summer Event <ul style="list-style-type: none"> • BBQ • Sports event (Badminton, soccer) <ul style="list-style-type: none"> ○ Education gym, the Bowl 3. Plan for AD Meeting <ul style="list-style-type: none"> • Expense update from E3MT and remaining funds • Summer gathering |



| | |
|--|--|
| | |
|--|--|