Planning Meeting Minutes

Date: 01/07/2013
Event Lead: Olivia

Event Objectives: Review upcoming events and planning

<table>
<thead>
<tr>
<th>Attendees</th>
<th>Next Meeting: TBD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adam</td>
<td>Date:</td>
</tr>
<tr>
<td>Katie</td>
<td>Time:</td>
</tr>
<tr>
<td>Seth</td>
<td>Location:</td>
</tr>
<tr>
<td>Olivia</td>
<td>Objectives:</td>
</tr>
<tr>
<td>Alex</td>
<td></td>
</tr>
<tr>
<td>Matt</td>
<td></td>
</tr>
<tr>
<td>Tasha</td>
<td></td>
</tr>
</tbody>
</table>

Event Highlights: Update of Boeing Trip and Term Events

Event Details:

**Boeing Trip-Katie**
- Scheduled for January 24th-25th
- Cost will be $16/person for the tour
- Hotel cost for 4 rooms with 2 queen beds each is $349
- Will open to SME members first then MIME if slots are still open

**Elections and Scholarship Event**
- Scheduled for Tuesday January 15th at 6pm
- Will include Pizza for attendees
- Tasha will make and post fliers

**Upcoming Events**
- Outgoing Officer Dinner
  - January 10th 6pm at Block 15
- GTKYP
  - Dr. Chin and/or Dr. Stone
  - Plan on scheduling for weeks 4 and 8
- IIE Soccer with Professors
  - Planning to be during week 8
- IIB Speakers
  - How to Interview- IIE
  - Lean Manufacturing- SME
  - Dates and Times TBA
- Mock Interviews-Olivia
  - Scheduled for February 19th/20th
Planning Meeting Minutes

- Blount Tour
  - Last term this tour did not happen due to students not being able to make it
  - Thinking about scheduling for weeks 6/7
- SME Leadership Conference is going to be in Portland on April 19th and 20th
  - would like to have students attend