WSU-NPSE

Society of Women in Engineering

Meeting Minutes

Documented by: Lyndi Richmond

Date of Meeting: 9/14/2016

Upcoming Events and Future Meetings:

- Next meeting of SWE on 9/28/2016
    - Begin with Officer meeting and second half will be a mentorship discussion with Tinneal leading.
- There will be NO meeting on 10/5 because of the time conflict with the career fair in Pullman.
- Landing the Interview Presentation will take the place of SWE's regular meeting time on 9/21/2016.

Discussion:

- New officers elections:
    - LaRei -President
    - Megan- VP
    - Lyndi -Secretary
    - Christina -Treasurer
- SWE Super the night before the career fair
    - The club members need to find out how/when to get tickets
    - Information about the event:
        - Monday, October 3rd 2016 from 5:00-8:00pm
        - Networking Dinner at Banyons on the Ridge
        - Contact info: Sandi Brahh at brabb@wsu.edu
- Email/Newsletter contact:
    - Email Randy at randy.bolerjack@wsu.edu with attached file(s) to upload to newsletter/facebook/webpage and CC swe.npse@wsu.edu email

After Meeting Responsibilities and Tasks:

Task	Additional Information	Responsible Parties	Time of Completion
Transfer Responsibilities of Previous Officers to New Officers		**Executive Council**	**Before Next Meeting**