

**Meeting # 1 :**

**Date :** 25th August  
**Time:** 5:00-6:30pm  
**Agenda:** New Student Reception  
**Location:** Grand Ball Room, Reitz Union  
**Attended by:** Suzanne Delica  
Divya Agrawal  
**Goal:** Table WECE and get the word out about our organization.  
Signing up new female ECE students.

We had a fairly good response, and could advertise and get the word out to the students. We also signed up a few interested students. Helped us to network with other professional organizations and get some good out reach ideas.

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**Meeting #2 :**

**Date :** 2nd Sep  
**Time:** 5:00-7:00pm  
**Agenda:** General body meeting  
**Location:** LAR 239  
**Attended by:**  
Suzanne Delica  
Divya Agrawal  
Fatimah Herndon  
Selvi Kadirvel  
Erin Patrick  
Sheetal Shetye  
Ann Gordon-Ross

We had a productive meeting today, September 2nd at 5:30PM in Larsen 239. The following information includes dates and times which were agreed upon and should not change unless a major event intervenes. Please read all the information disclosed, as you may find duties listed under your job title that must be done accordingly. If you have any questions please email me. Thank you ladies.

Disclaimer: This year as we embark on an all-improved WECE, the focus is publicity and activeness in the UF and Gainesville community. I know we will work effectively as a cohesive group to reach our goals and more. We will have Officer Meetings every other month to plan for the proceeding two months, ie.

meet in August/September to plan for September-October, meet in October to plan for November-December, meet in December to plan for January-February, and so on). Attached is the agenda, please view it.

Now for the content of interest:

### **September 2008**

- 1. Thursday, September 11, 4PM: Exxon Mobil Speaker & First WECE Member Meeting, Location TBA**

*Sheetal* (Mentoring Chair/Public Relations): Make a 4x4 and 8x11 flyer on Word, send to WECE email to be printed

*All Officers*: Pick up flyers from Dr. Ann Gordon-Ross office and pass around campus, email will be sent when available

- 2. Thursday, September 18, 6:30PM-8:30PM, BEC Society Night, Reitz Grand Ballroom**

*Julie* (Graduate Advisor): Need WECE table skirt or file

*Erin* (Outreach Chair): Reprint poster board, add WECE Title

*All Officers*: Should be present to help table at event

- 3. Monday, September 22, 12PM-1:30PM, Welcome Student & Professor Reception**

*Sheetal*: Make a 4x4 and 8x11 flyer on Word, send to WECE email to be printed

*Andrea* (Funding Chair): Contact BEC Treasurer and find when will funds be available and how much

### **October 2008**

- 1. Monday, October 6, 5PM: WECE Info Session & GatorTRAX Planning Meeting, Location TBA**

*Sheetal*: Make a 4x4 and 8x11 flyer on Word, send to WECE email to be printed

*Erin*: Make slide on interdisciplinaries in engineering. Contact GatorTRAX Director, Dan Duncan [[ufgatortrax@gmail.com](mailto:ufgatortrax@gmail.com)] and coordinate event: beam bots, funding, flyers, modules, etc.

- 2. Saturday, October 18, Time TBA: GatorTRAX, Location TBA**

*All Officers and Members*: Be there and help enlighten 6th-10th graders on engineering through hands-on activities. This is a Tau Beta Pi event hosted by WECE.

**3. Sunday, October 26, 6PM: Dinner with Dr. Law, Dr. Law's House**

*All Officers:* The dinner will be of Cajun style. Please let me know if you have allergies or you have a specific diet. I am aware of no meat-plates for Sheetal.

**4. Monday, October 20 or October 27: WECE Meeting featuring Speaker Dr. Ann Gordon-Ross, Location TBA**

*Sheetal:* Make a 4x4 and 8x11 flyer on Word, send to WECE email to be printed

*Ann:* Will you be available to speak?