

SWE Activity Report 2006 - 2007

Event: Prospective Candidates Weekend

Time - From: 11AM – 12: 30 PM (following day) **Date:** April 13, 14, 2007

Number of Participants: ~ 65 prospectives, 35 parents, 80 student volunteers, 20 staff volunteers

Please attach all participant lists, relevant pamphlets/flyers, and pertinent info.

Chairs of Event		
Name	Email	Year / Major
Weisha Zhu	Wz45@cornell.edu	09/AEP
Nicole Rodia	Ncr6@cornell.edu	09/ECE
Kristie Resetco	Kmr53@cornell.edu	10/ECE
Emily Swarr	Ecs43@cornell.edu	10/ChemE

Please submit a schedule of the planning of your event and relevant contact people (Note: please refer to the final work flow sheet for detailed contact information).

Activity to be done	By (Date)	Contact Person	Phone Number (or Email)
Room Reservation	Feb	Judy	
Mailings to Prospectives	March	Jill	
T-shirt	Feb-March	Emily and Kristie	
Get Hosts	Feb-April	Emily and Sara	
Get Student Volunteers	Feb-April	Kristie and Sara	
Brunch Reservation	Feb-March	Nicole	
Invite Faculties to Brunch	March	Michelle and Nicole	
Invite Faculties to Panel	March	Jill	
Contact Acapella	March	Nicole	
Get Cornell Dairy Ice-cream	March	Kristie	
Invite students for panels	March	Michelle and Nicole	
Invite staffs for infor panel	Feb	Michelle	
Ask for Lab Demo	March	Jill	
Ask keynote speakers for intro	April	Jill and Sara	
Get EAs to do quad tour	March	Michelle and Caroline	
Thank you notes and gifts	April	Judy and Jill	

1. about the event –

PCW gives accepted female high school seniors the opportunity to explore what Cornell engineering can offer them. The weekend had events for the students and their parents. It includes a general welcoming speech by keynote speakers from the college, optional quad tour and lunch at dining hall, lab demonstration for students, information panel and dorm tours for parents, student panel, dinner match-up with overnight hosts, and a brunch with faculties. The activities were designed to give the

prospectives to see Cornell academic facilities, to interact with current students and professors, to experience what college life is like and to have questions answered by staff members. The turnout for both the girls and their parents was great!

2. Specific Problems

- One main problem that we encountered was getting appropriately sized and located rooms reserved for the event. Options to consider are: Okenshields, Jansen's on West Campus, RPCC, and Appel Multipurpose Rooms.
- Some of the panelists on the Parent's Info Panel did not serve as a particularly strong representation of Cornell. Nina Cummings from Gannett should not be invited back and Claire Benton from Co-op and Career Services had very limited knowledge of anything to do with co-op.
- The Anabel Taylor Auditorium was less than ideal for Friday's presentations to students and parents. A typical "lecture hall" type of room would be much more suitable, such as Olin 155.
- It took too long for everyone to get their dinner on Friday night, so having more food lines would be helpful. The pizza and utensils also ran out a few times.
- For food options, we need more healthy choices: more salads and more fruits
- The optional lunch on Friday ran out of food – we need to confirm the dining hall in advance to take consideration of the extra amount of people

3. Suggestions

- The West Campus Tour could have been improved upon by having 3 or 4 tour groups instead of 2 because there were too many people in each group and it was difficult to hear and keep everyone together. Parents seemed to be disappointed that they were unable to see an actual dorm room, so planning that in would be a good idea. Alice Cook House was a bit of a walk, so maybe seeing Hans Bethe would be better.
- Distribute students snack after the lab demo
- Provide/distribute work flow sheet to the student volunteers (especially the lab escorts)
- Have extra campus map available during registration
- For Saturday brunch, make sure have large tables that can allow a large group of students and parents to sit with faculties (since we only have a limited amount of faculties)
- Having one good keynote speaker for introduction, instead of two
- If doing the information panel again, make sure only invited experienced staffs.
- Plan PCW early. It is a good idea to have one or two meetings in the fall semester. Make sure to reserve room as early as possible.

4. Budget

Purchased From	Item	Cost
Hangovers	A cappella	225
Susan Chong, Lockheed Martin [susan.s.chong@lmco.com]	Free gifts	Free
Cornell Dairy - Ice Cream	Ice Cream	83.95
Collegetown Bagels	Friday snack	262.11
Cornell Catering	Saturday Brunch	4131.50
PSP	T-shirt	963.20
SWE	Scholarship	200??