UAlbany IEEE Fall 2020 Final Officer Meeting Agenda

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Contents

1 Opening

At the last meeting, we forgot to do introductions. Its a bit late now but I'd like to go through none the less. Please state the following

1. Your Name

2. Your Grade

3. Your Major

4. Your Position

5. Favorite programming language or technical project

6. A fun fact or anything else you want to say

2 Semester Retrospective

2.1 Attendance

Lets look over the attendance. (Send me the attendance please Tony)

2.2 What have we done well?

We got a lot done this semester! Lets review our accomplishments:

1. We hosted 11 Workshops (One a week for the whole semester!) 5 side project development nights, and 6 professional development nights.

2. We recruited 9 qualified applicants for JBoard and DBoard from pool of 20 applicants

3. We successfully obtained a budget of $360 to purchase Arduinos from the godforsaken SA

4. We launched a YT account, an Instagram account, and Github account.

5. We successfully built an advertising pipeline for all future events.

Discussion: Any other big accomplishments you think we had?

2.3 What could we do better?

The following is a list of shortcomings I have Identified this year:

1. Lack of attendance at some nights, lack of retention.

2. We had no company or research talks

3. No (organized/major) hackathon effort

4. No one at side project development night actually did side projects.

Discussion: Any other shortcomings you think we had?

2.4 Semester Feedback

We had lots of meetings and workshops, some worked well, some didn't. Lets get feedback

Feedback Discussion: Please list the following:

1. Your favorite workshop and why

2. What workshops you would like to see next semester.

3. What events you would like to see next semester

4. Any other thoughts for the semester.

3 Winter Break Plans

We need to discuss what we're doing over winter break, the following questions need to be answered.

3.1 Winter Side Project Initiative (WSPI)

We need to iron out what exactly we're doing for the Winter Side Project Initiative (WSPI). Many Ideas have been thrown around but now is time for the final decisions. We need to decide:

1. What IS the WSPI? What are our goals?

2. Are we doing team projects? Individual Projects?

3. Who's hosting team projects? Is their a team captain?

4. What projects are we offering?

5. How do people sign up?

6. How do we keep people engaged and on track?

7. When should they be done by?

3.2 Winter Meeting Schedule

1. What meetings are we having and when? I propose keeping coding night and side project development night. I will host both unless anyone wants to take over.

2. Are we having workshops? If so, who is hosting? Any volunteers?

3. Are we transmuting side project development night into WSPI night?

Discussion: Lets discuss these questions.

Checkpoint: We need to determine what meetings and meeting dates and times by the end of this section.

4 Administrative matters

4.1 Treasurer Exam

Me and Josh still need to take the treasurer exam.

4.2 IEEE VTools registration

I still need to fill out our yearly VTools registration

4.3 Technical Leadership Pathway Initiative (TLPI)

I still don't have everyone's TLPIs, please get those in ASAP. For those of you who have submitted a TLPI, you have advanced to stage 2 and now must schedule a meeting with either just me (DBoard) or me and your eboard counterpart (JBoard).

5   Party

Yay we did it, woo hoo!