

Membership & Development Transition Feedback

How did your position contribute to the mission of SWE as a whole? Do you think it adds value to SWE?

This position is vital for recruiting and gaining the interest of the incoming freshmen class every year during CPW and Orientation. I believe without this role, SWE would have a much smaller Members at large basis; thus changing the nature of the current SWE organization at MIT. In addition, without this position, select board members would not have the opportunity to travel to the National Conference every year and take advantage of the great networking opportunities that are offered there.

I was in charge of orientation and CPW events as well as planning our trip to the national conference with my co-chair. I think that orientation & CPW events are a great way to let freshmen know about SWE and its mission, and I think we were particularly effective in letting them know what we do. Our presence at the national conference is a great way to connect with national SWE and enrich the growth of MIT SWE members.

Please list all events that you and your co-chairs planned over the last year.

- CPW Welcome Festival & Activities Midway
- CPW Dinner
- Orientation Activities Midway
- First GBM of the Year
- Planning and organizing the details for attending National Conference
- Planning a Membership GBM

Which events were the least successful, and why?

CPW Activities Midway we traditionally order Dippin' Dots. Since the event is Saturday afternoon, sometimes there are issues with delivery. Last year, the Dippin' Dots was not received on time due to a late delivery time and a mess up at the dorm desk. As a result, we missed out on the peak time of the Fair and the Dippin' Dots ended up being consumed more by current students rather than pre-frosh. However, Dippin' Dots should continue to be ordered because it is very successful and really brings people into the booth.

I think that the festival during CPW was the least successful. I think it helped to get our name out there, but the venue may have not been the best for SWE.

Which events were the most successful, and why?

The Orientation Activities Midway was very successful and a lot of individuals came to our booth and signed up for the SWE mailing list. In addition to the standard Dippin' Dots, we also ordered Sweets Mini Cupcakes. One of the main purposes of these sorts of fairs is to get people to sign up for the mailing list that way we are able to pub for our events during the year. Thus, we attempted to have people sign up for the mailing list before they could take a cupcake or Dippin' Dots. However, we may have been a bit too stingy in the beginning because towards the end we many left over without too many people left at the fair.

For both CPW and Orientation, we did a great deal of pub-ing and were able to attract a lot of people with our flyer that the webmaster helped us design.

Our GBM in the fall was extremely successful in that I think we did a great job of letting SWE members and prospective board members know what SWE does and how it fits in with the greater picture of national SWE.

Describe your working relationship with your co-chair if applicable. Include how you divided responsibility, how it well it worked, how you felt about working with this person overall, and whether your found it necessary/helpful to have a co-chair for your position. Did you know your co-chair before working with them in this position?

My co-chair and I didn't know each other prior to coming into this position because I was a freshman and she was a junior, but we still got along fairly well. However, both of us were very involved on campus and so it was difficult to really get to know her well until National Conference. In addition, because of our conflicting schedules, it was difficult to sit down together and plan events. Thus, for us, we found that the best way to get everything done was to split up the responsibilities. For the most part, I planned the Orientation events at the beginning of the year and she handled the logistics for National Conference. For CPW, the two of us worked more-or-less together. However, in general, even if only one of us was in charge of planning an event, we still spoke to one another about the details just to make sure everything seemed in order.

We mostly divided orientation events to Liza, and I handled national conference duties. This worked out well as they had different timelines so it allowed one person to rest. However, we supported each other by being present at the events, and Liza headed up the group returning to MIT from Orlando when I couldn't be present. I think a co-chair was essential to have someone to bounce ideas off of and help plan events.

Please list any important resources, contacts, and other relevant information for your position.

For CPW and Orientation Midway Activity Fairs, we generally ask for a booth near The Tech and SAP along the wall so we have access to outlet and have enough room for boxes. Also, it is best to try and get two tables in order to keep the food items and flyers/SWE gear separate; we also just have a lot of stuff in general. One of the difficulties in hosting an event is determining the number of people that will show up. So to make that slightly easier: CPW Dinner ~60, First GBM ~130, and Membership GBM ~40. (Contact me for further details)

National Conference: the SWE conference website is essential. I will also provide a budget to the next chair. Please develop a good working relationship with SAO and the Travel Office and get a good understanding of the reimbursement process.

CPW/Orientation: Get an understanding of the events and how to get involved as most require registration to get in the program. Work with caterers who have dealt with MIT in the past.

What do you wish you knew before you entered this position?

It would have been helpful to know how much food was ordered and the price.

I wish I had a detailed budget of the events, and what each event was like, i.e.: attendance, how much food, what was discussed.

Is there anything you would have liked to do with your position, but didn't have the time or resources to do? Please describe.

I think that this position could be expanded a bit because otherwise the only tasks delegated to the chairs occur at the end or the beginning of the year. I know it depends on the time and commitment the individuals have, but there should be a greater effort to actually encourage members at large to be nationally recognized. It's important that even general members feel connected to the organization, thus we should try to have either more events, or try to have events catered towards building up a more committed member base. Also, it would be nice to keep members more up-to-date with what it means to be a SWE member.

I am happy with our position, but I wish we could have done something new to get current MIT students involved with SWE, as many MIT women engineers do not identify themselves as part of SWE. I think another event to get current MIT students involved maybe in the early spring when we do not have any other events would be great.