

## MET ABET Meeting

09/24/2015

4:00 pm

### MET Minutes

Present: Craig Ricketts, Anthony Hyde, Luke Nogales, Eduardo Gamillo and Jarma Holguin

- Quick overview of the Weave software was presented- includes objective, outcomes, and matrix...
- Anthony would like to set up a time to go over Weave in more detail-possible two hours
- Discussion if we need to keep information on google drive
- If anyone has any agenda items for the IAC meeting on October 23rd please send an email to Anthony or Jarma-
  - Luke will cover Future Ed Info
  - Craig New ET 402
  - Eduardo Cover ET 317
- Discussion on which students need to getting invited for the IAC meeting
- Send invite to Kamren Pearce, Gabriela Ramirez
- Luke-lead on information about future classes
- Craig- lead on ET 402
- Need to go over last year's minutes and minimize- show actions item completed
- Have overview or "Good News" to present to advisory committee -video?
- Possible gifts for the committee
- Work on Agenda

Action Item	Person	Completion Date
Select student to be invited to meeting	Craig	10/5/2015
Continue Google Drive	All	10/5/2015
Work on last year's minutes and this year's Agenda	Anthony/Jarma	10/5/2015
List of students to invite to meeting	Craig	10/5/2015
Ask for T-shirts or mugs from Dean's office	Jarma	10/5/2015
Brain storm meeting of future education	Luke	10/5/2015
Weave software training	All	10/5/2015
Cars Deadline	All	10/15/2015
Send invitation to IAC meeting	Jarma	10/1/15

Meeting Adjourned at 5:00 pm