

Officer Notes: Assistant Danah

- Wear SWE GEAR!!
- **Danah**, you will be my special assistant that will help me flip through the ppt. lol (and laugh when I tell lame jokes)
- **Lamees**, please make sure the magnetic strip reader is all ready to be used for tomorrow.

Have them fill out their **name, ID, year, email**.

Also, people will be interested in helping in Bourns Engineering Day so can we have your laptop set up in the corner for Bourns Engineering Day sign up station.

<http://ssedvolunteer2013.eventbrite.com/>

Please have sign in sheets for : Astronomy Night, Highlander Day and Professional Conference

- **Katelyn and Steph** please have flyers ready to be passed out and have some shirts on display. We have more black&pink SWE shirts and I'd like to sell them for 10.
- First we will start off the meeting by giving everybody a slice of cake. So the cake needs to be sliced up and on plates ready to be served. **Danah**, can you please be in charge of distributing the cakes.
- Then we will start the social.

This week the social will be the nominees marketing themselves to the members. I want the members to really know who they are voting for and not just a pretty face. So I will give the nominees specific questions to their position and have them talk about it.

This is your/their time to earn your votes.

So while the members are sitting in chairs, the nominees will walk around to each table with their questions and market themselves. I guess it's sort of like speed dating lol.

- After about 20 minutes of the social we will continue on to a quick ppt presentation of upcoming events. The usual.
- And then we will get into elections. **Danah** please pass out the ballots.
Starting from webmaster each candidate will come up and have a 30 sec pitch as to why people should vote for them. 30 seconds such suffice because of the social. Also anybody can ask questions.