**Meeting Time:** March 07, 2023

**Attendees:** Azza, Tasnuba, Mariam

**Agenda:**

* + - **Date selection for the Seminar with Kevin Thibault (1st week of April).**
    - **Room reserving for the Seminar (Azza will contact Dr. Abou-Senna).**
    - **Flyer (Tasnuba will do after getting information about Kevin Thibault)**
    - **Email (Mariam will create an email with WTS name and send the emails with the Flyer Tasnuba will do)**
    - **Events Calendar:**
      * **Spring 2023: Introductory event and Speaker early April**
      * **Summer 2023: Tours in Transportation Facilities. (Like Tour in terminal c, and Orange county traffic operations)**
      * **Fall 2023: Career Expo.**

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| **To do** | **Assigned to** |
| Emailing for the Seminar event | Mariam |
| Flyer for the Seminar | Tasnuba |
| Room reservation | Azza |