



# Biomedical Engineering Society

UW-MADISON

Officer Meeting Minutes  
September 23<sup>rd</sup>, 2013

- T-shirt designs
  - Alex will take ownership of the project
  - Will collect the t-shirt designs from general members
  - Need to figure out when the t-shirts will be printed so that we can let sponsors know
  - Deadline for t-shirts: Oct. 16<sup>th</sup>
  - We should have a back-up t-shirt; ask Matt Bollom if we can use the head/brain logo on them
- Upcoming Events
  - P&G
    - Need officers on hand tomorrow night
    - Time: 5-7 PM
    - Location: 1106 ME
    - We need to order pizza; will have to eat pizza in the lobby
  - Mentorship Kickoff
    - On October 3<sup>rd</sup>
    - Ryan needs to contact officers for volunteers
    - Do we need anymore mentors? Currently have Scott, Joe, Alex
  - BME GSA Writing Workshop
    - October 3<sup>rd</sup> 4-5 PM in 1045 ECB
  - Badger Football on the Road
    - Food: everybody should bring something
- Officer responsibilities
  - Need to be able to rely on individual officers for duties
  - Events:
    - Important to get volunteers yourself
    - Ensure that you click "Enable Eventing" on the webport
- Replacing president
  - Discussed presidential duties
  - Open discussion about presidential options
  - Nominees: Carie, Scott, Dan
  - Carie Fantl has been elected by majority vote as the new president of BMES UW-Madison chapter for the 2013-2014 year
- Misc.
  - Habitat for Humanity
    - January 12<sup>th</sup> to Birmingham, AL
    - We need to pick either a Monday-Friday or Tuesday-Saturday trip
    - Dan will need to plan a Habitat meeting and book a room soon
  - Results of Cup Night
    - Earned \$476
    - Thanks to all who volunteered!
  - Upcoming BME Alumni Event
    - For the October 21<sup>st</sup> 2:30 PM
    - 11 AM – 12 PM BME Homecoming Bash (ECB atrium)

- Accomplished BME design projects will be showcased (i.e. SPT, infant respiratory)
- Past BMES officers will be present
- T-shirt design will be sent to Puccinelli by Kyle K.
- What BMES will contribute:
  - Arrive early to help set up
  - Put up BMES posters
  - Come up with T-shirt design
- Sponsorship information needs to be finalized – Alex and Scott
- Website updates – Aaron
  - Internship and Research information for database
  - Meeting minutes
  - Office hours
- BMES deal with JSM
  - Needs to be advertised as huge incentive, especially right now because everyone is starting their house hunting
  - Need to get information from Melissa – Chelsea
- BMES Diversity Committee
  - Kevin would like to incorporate BMES events with the BMES Diversity Committee
  - Kevin will work with Scott (Social Chair) to get the ball rolling