



# Biomedical Engineering Society

UW-MADISON

Officer Meeting  
September 9<sup>th</sup>, 2015

## To Review

- Status Reports still don't work within webport; until then, email me your responses directly
- Kickoff Meeting was success
  - Feedback from students - liked length and activities
- Cookout was success - grilling before event was nice
  - Does anyone have pictures from this?
- Office hours should be happening - google doc sheet posted to FB
  - The schedule should be posted outside the office door
- How did the org fair go? - Worthwhile?
  - E-Bash, E-mails, Speaking at classes comparison
- Weekly e-mail **Peter** - what day will be sent out and how will you get info (Kyle used the google calendar I believe)

## Upcoming Events/Tasks before next Officer Meeting

- BMEssenhous - 9/8 - **Kyle**
  - **comedy club**
  - **Essenhous**
- Food Pantry - 9/8 - **Steve**
  - Interest in this even though same day as BMEssenhous?
  - Transportation?
- General Meeting Epic - 9/16
  - Changed from 7-8 in ECB 1025 to 6-7 in 1800 E-Hall
  - How much pizza? - expected attendance
  - Freshman Representative will vote for this
    - Will need paper slips

- Write names live in powerpoint for audience to remember (plan into powerpoint - **Peter**)
  - Limit number nominees? - How many do we have now?
  - Turnover for Freshman Rep?
    - Put other gen meetings into 1800 E-Hall?
- Comedy Club - 9/17 - **Kyle**
  - Get money prior to event from attendees (gen meeting day before)
  - Remind people of the 2 drink rule
- Industry trip to Promega - 9/18 - **Maddie**
  - Current google doc sheet on FB requires permission to see
  - Logistics - transportation, food, etc.?
  - Advertise ASAP because its' in a week
- Cup Night at Nitty - 9/18 - **Charlie**
  - Same day as PDS for BME design is due I believe
  - 7-12, will need multiple shifts - sign up document?
  - during the Hawaii game

#### Miscellaneous/Farther Future

- T-shirts - **Charlie**
  - wants to do a general BME shirt
- Habitat Trip - **Steve**
  - NC,
  - Still advertise (plant the seeds) at next gen meeting?
- After School Tutoring - **Steve** status on this?
  - tutoring- starts around the 1st of October
  - **middleton**
- Volunteering at Humane Society -no because it would be cleaning up hard to get members
- Lab of the Month - **Mike**
  - Date and Time? What Lab? - for September
  - Ideas for October?

- Diversity - **Matt**
  - **Blood drive**
  - **committees to get people involved**
- All officers need to be paid national members - promote membership at meetings aswell
  - Resume booklet advertised at all gen meetings? - **Maddie**
  - Create updated list of everyone's membership and approximate expiring date?
- Advertising - **Zach**
  - Fliers to residence halls for next gen meeting? Computer screens at various locations?
  - Need to be taking more pictures at all events for new poster! (We have printing money)
  - will get another poster for national BMES
- Fire at Picnic Point social event in the fall? - **Kyle** this has been done in the past
- Sponsorship
  - Low compared to the past
  - work on getting a letter
- Webmaster - **Becca**
  - Do we have all bios on website with pictures? If not, remind people!
- Interventional Radiology Medical Student Symposium - from Matt Smith (past VP)
  - Oct 24<sup>th</sup> located at the Wisconsin Institute for Medical Research
  - BMES is invited! - need to advertise this to pre-med members
  - Includes many Dr speakers, a light breakfast, lunch, and some activities
- <http://www.wisconsinir.com/> website with details

### Reminders

- Put events on the google calendar, website calendar. Post them to facebook, and possibly have Peter email something out to boost attendance. Use your resources!
- Status Reports emailed to me directly
  - **Becca** check with Nathan how to fix this
- Make sure bios and picture is on website
- Take pictures of everything BMES