



Biomedical  
Engineering  
Society  
UW-MADISON

Officer Meeting  
September 23<sup>rd</sup>, 2015

To Review

- Status Reports still don't work within webport; until then, email me your responses directly
  - Got quite a few this week, nice job
- BMEssenhous - Anyone go to this? - No report from Kyle
- Gen Meeting was success - 105 Attendees! I didn't even get a slice from our 18 pizzas!
- Comedy Club - 4 People attended, very funny - rained like crazy, so could have been worse
- Industry trip to Promega
  - How did this go? - **Maddie**
  - 3 people went, got food and it was "dope"
- Food Pantry - How did this go? Enough attendees?
  - didn't go
- Office hours should be happening - is everyone going?
  - The schedule should be posted outside the office door once FR gets a spot
  - **Simon** needs to sign up - it's on FB page for officers
- Need pictures of all our events - forgot at comedy club!
- Weekly e-mail **Peter** - what day will be sent out and how will you get info (Kyle used the google calendar I believe)
  - still need to add emails to the list
- **All Officers** - when your event is over, write a summary as a CDR and store until **Peter** needs it
  - Our website should also have a list of people who are at the events - your job to keep track of who is at your event (signup sheet or attendance sheet)
  - Promega trip on our website says 0 attendees for example - can change even archived events!

Upcoming Events/Tasks before next Officer Meeting

- Food Pantry - 9/25 - **Steve**
  - Not until Oct 2<sup>nd</sup>

- Cup Night at Nitty - 9/26 - **Charlie**
  - o Have enough people?
  - o Sure we need >21 people just to sell cups? - Joe Ashley last year sold the most
- Lab Visit Kreeger - 9/28 - **Mike**
  - o On Monday in ECB WIMR
- General Meeting P&G - 9/30
  - o Too soon to change room? - It's in ECB 1025 from 7-8pm :/
  - o look for a bigger room cuz last one was too small
  - o How much pizza? - expected attendance
  - o Send peter slides of upcoming events?
    - Slide about resume
    - How to treat our companies - payment? - **Peter**
- No social events this week
  - o Will want FR to establish some social events this week

### Other Concerns

- T-shirts - **Charlie**
  - o Which designs got the best feedback? How soon can we get them?
- Qdoba - **Charlie**
  - o Almost ready. What's the estimated profit?
- Habitat Trip - **Steve**
  - o Best locations? - By this time last year they had top three locations sent in already.
  - o Should have a specific habitat trip planning committee with officers who are interested
    - Meet before officer meeting?
    - **Matt** - people who want to be more involved on a committee could help with this even if they are not going on the trip!
  - o Advertise this at next gen meeting!!
- After School Tutoring - **Steve** status on this? - summarize the attachments you sent out
  - o TB test - will UHS do this for students
  - o Every other day is a lot - can we still offer this? Enough people?
- Mentorship - **Tasnia**

- o Is everyone matched up with a BSAC as previously established?
  - o ALPS team building idea is great! - Mid October when design is not so bad
- Diversity - **Matt**
- All officers need to be paid national members - promote membership at meetings aswell
  - o Resume booklet advertised at all gen meetings? - **Maddie**
- Advertising - **Zach**
  - o Give Zach pictures for New Poster!
    - Ryan Rinehart spoke about pictures we could access on box, anyone could access these?
- Fire at Picnic Point social event in the fall? - **Kyle** this has been done in the past
  - o thinking about making this a freshmen event
  - o Anyone interested? - Keep it on the agenda until October sometime
- Sponsorship
  - o Low compared to the past - how to fix?
- Webmaster - **Becca**
  - o Add Freshman Rep to website - take picture after meeting?
  - o need web port to work
  - o when someone becomes a national member make an account
- Engineering Day - 10/16 (Friday) from 2-4pm - Dr. P wants us
  - o “BMES once had a table where you could put your fingers in a beaker of water to read your ECG. That I guess was a big hit.”
  - o Can we do this? - need to respond to Dr. P
- BME department alumni tailgate - 10/31 (Freakfest) Time TBD - Dr. P wants us
  - o Dr. P wants us to have a table with our poster and to sell T-shirts to the alumni
  - o Can we do this? - get new poster by then and t-shirts?
    - yes amit is sending it from TA
- Interventional Radiology Medical Student Symposium - from Matt Smith (past VP)
  - o Oct 24<sup>th</sup> located at the Wisconsin Institute for Medical Research
  - o BMES is invited! - need to advertise this to pre-med members at gen meetings!
  - o 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!
- **Peter** send out weekly email, include all event slides at gen meeting - missed some last time?
- Status Reports emailed to me directly
  - o **Becca** check with Nathan how to fix this
- Make sure bios and picture is on website
- Take pictures of everything BMES