University of Utah College of Engineering Alumni Association
Board Meeting - Agenda
November 15, 2017 @ 6:00pm
Warnock Engineering Building (Eccles Board Room)

1. **President’s Message**
   a. Two new board members – David and Russell Merrill
   b. Asked Eric Lundquist to resign, for now, due to special personal circumstances
   c. 23 of 24 seats filled
   d. Congrats to Nate and Ahmed as our Education Outreach Co-Chairs
   e. Retired board member gift – Distribute via dinner (VP to coordinate)
   f. Erick Cuentas – NUChE briefing
   g. COE Outreach/Women’s Engineering Initiative

2. **Board meeting**
   a. Networking Outreach
      i. Two-pronged approach:
         1. Lassonde Center – Friday noon tours
         2. Evening Social tentatively planned for January 25th
   b. Academic Outreach
      i. Nov 18 – Engineering Day
      ii. Career Prep Round Tables for Spring 2018
      iii. Career Fair Prep Week for Fall 2018 (get companies to sponsor)
         1. Monday - Resume Workshop
            a. Presentation on resume skills, do's and don'ts
            b. Review student's resume's and give feedback
         2. Tuesday - Interview Workshop
            a. Presentation on interview skills (CAR,STAR), clothing, etiquette
            b. Mock Interviews with feedback
         3. Wednesday
            a. Networking, elevator pitch, company research workshop
         4. Thursday and Friday
            a. Personal appointments for mock interviews and/or resumes
   c. Educational Outreach
      i. Camp Invention

3. **Other business**
   a. Anchor – everyone receive it on 10/24? Tech Talks Contest sponsored by IM Flash
      i. Thanks for the story Brandon
   b. Scholarship
   c. Website updates?
   d. Calendar access?
   e. Next executive board meeting on Friday, February 23rd at 12pm?
   f. Next board meeting on Wednesday, February 28th at 6pm?

4. **Committee Working Groups**