OFFICER REPORTS:

VP – Administrative
- Habitat for humanity
- New Student Orientation Committee
  - Update from Tuesday meeting
  - Funding needs

VP – Activities
- Elections Committee

Treasurer
- Current funds
- Elections Committee

Secretary
- Membership list for fall
- New Student Orientation Committee

Speaker Series
- Fall Speakers… thoughts?

ITE President
- Transportation Program Website
- Officer Duties

ITS President
- Faculty Communication – Top 5 items this fall… thoughts?
  - Elections
  - Transportation Website
  - Distinguished Lecture Series
  - UT Transportation Newsletter/Fact Sheet
  - TRB practice session??
- ITS – America Report… Still in progress, will post ASAP.
- ITS Website
- Budget worksheet completed - AP
- COE info update and report submittal completed - JW

ADMINISTRATIVE:

Old Business
1. Advertising $1000 M.S. Scholarship this fall… only 300 word essay, no one entered last year… keeping it on agenda to serve as reminder
2. Officer Photo
New Business

**ITS-A PLANNED ACTIVITIES:**

Person responsible for activity should keep 6th floor bulletin board and other officers updated.

10th Floor conference rooms already reserved for speakers; April is in the small room. Speaker leaders will have to organize snacks and drinks, get parking passes for guests, clean up the room, get chairs if needed (for small conference room), put up/tear down advertising flyers, and any other administrative tasks on ITS’s end or to help the speaker. The WHM person will also be responsible for helping to organize a bit of a recruiting session, with interviews and such.

**OTHER DEPARTMENTAL ACTIVITIES:**