Meeting Date: February 22, 2006

Meeting Time: 1:00

Officers Present: Pres. - Nick Lownes (NL), VP - Jason West (JW), VP - Naveen Eluru (NE), Treas. - Aristeidis Pantelias (AP), Sec. – Aarti Kapur (AK)

Minutes:

- New and Old Business
  - NL began meeting at 1:05 pm
  - NL commenced with new business as given by agenda.
  - JW suggested that website calendar be updated to include upcoming events. NL stated that he will try, but website calendar acts strange when attempting to modify.
  - AP stated that the $512.50 from the Engineering Expo has not yet shown up on the ITS-A bank statement.
  - All officers agreed that sending people to ITS-A annual meeting a good possibility, will discuss further at next meeting.
  - AP volunteered to help AK with WHM speaker meeting.
  - NL volunteered to organize Thomas Sherer speaker meeting.

- President report
  - AP taking suggestions for items to include on ITS-A advertisement that help define ITS-A and the benefits of membership.

- VP-Admin report:
  - Habitat for humanity date June 17 or 24.
  - NL to send JW copy of previous annual report.
  - JW mentioned that since t-shirts are being given to speakers as gifts, need to get t-shirt size when coordinating.

- VP-Activities report:
  - Will return cooler to Alison soon.

- Treasurer report:
  - Current ITS-A balance: $615.20
  - AP would like to purchase receipt book, ledger, and endorsement stamp to streamline financial process and create system to pass on to future officers. All present agreed ITS-A money can be used to purchase these items, provided they are not overly expensive.
  - AP suggested working on a more organized, transparent election process for ITS officers throughout the year. Paraphrase of discussion: In this way we can perhaps get better membership involvement and define ways in which undergraduates become involved as officers. JW stated that certain positions should likely remain graduate student-only positions.
  - AP expects that a meeting with Alison Conway and the recruiting team will likely happen early next week.

- Notes from Alison Conway who was unable to attend that were not included in agenda:
New Student Stuff:
- All should have received meal info for this week.
- If anyone wants to volunteer to pay for dinner, etc., that would be nice☺ I should have the reimbursement (or actually the pre-funding) by next week, and if not, we can pay out of ITS/E general funds immediately. ITE/S pays for food and soda, and other drinks FOR RECRUITS AND THEIR GUESTS ONLY.
- We will have 2 visitors next week – Jerry from California, and Mike from Penn State. We may be asking for a place to stay for Jerry.
- It looks like we will need to do dinner on Thursday, Friday, and Saturday next week, and lunch Friday. We may try to keep dinner groups even smaller on Thursday and Saturday (3 or 4 students), since only one visitor will be there for each. We think we should do breakfast again for the department – let me know your opinions on all of this.
- I will be in contact with all of the officers as we get more detailed arrival/housing information on the recruits to iron out transportation and meal details.

Speaker Series
- Mort Downey is confirmed for March 22nd. We have the big (200 seat!) room in ACES, so we’d like to really boost attendance. We plan to advertise to transportation students, CE undergrads, faculty, CTR, LBJ, CRP, TxDOT, CapMetro, CAMPO, and local alumni. If you have any additional suggestions for boosting attendance, please let me know.
- Harry Voccola is confirmed for April. Mr. Voccola is Senior VP for NavTeq, who do all of the maps for Google, Google Earth, Yahoo, Mapquest…!!!!
- Dr. Walton is still working on a few others, particularly Ashok Kaveershwar from RITA.

NL Closed meeting at 1:50 pm.