

Memphis-Area Joint Engineer's Council
Monthly Meeting
December 5, 2012
Minutes

Call to Order: Chairman Alan Otts called the meeting to order at 4:10 PM. Other attendees were: Phillip Stuckert, Renee Stoll, Tom Lawrence, Cindy Fowinkle, Lisa Jones, Pong Malasri and John Buxton.

Secretary's Report: The minutes of 11/7/12 meeting were reviewed and approved as presented.

Treasurer's Report

Budget: There was no change to the approved budget. There had been no expenses.

2012 - 2013 Dues: Treasurer Stoll said eight organizations had paid dues. A dues reminder has been sent at the end of the November.

Old Business

Student Contest Announcement – Printed copies as authorized by the Council had been delivered to STEM
Student Contest Notification – School assignments and sample letter with the announcement had been sent to the representatives.

Update on ECM/MJEC Luncheon

Wednesday, Feb. 20, 2013, 11:30 AM. Location --University of Memphis.

Speaker: Fed Ex Express Senior Vice President Mark Yerger

Update on TSPE Banquet

Tuesday Feb 19 2013. Thomas Center, CBU; 6:30 pm. – Social: 7:30 pm – Dinner and Program

Speaker: John Schroer, TNDOT Commissioner

Update on Order of the Engineer

Tuesday Feb 19 2013 at noon in the Fogelman Executive Center

Speaker: Sue Fentress, "Ethics"

New Business

Call for Nominations and Selections – Stoll and Buxton had issued the call, respectively

Award of Excellence – Deadline for nominations 1/30/2013

Featured Engineers/Students – Deadline for selections 2/8/2013

Student Contest Judges – Otts had sent the first email to potential judges.

MAESC – Pong said there was nothing new and speculated there would be none.

Web Site – Pong asked the Secretary for representative email addresses.

Student Contest – What if we were overwhelmed by entries was discussed. Tables from the cafeteria in hall was best option after tightening up the space in Ferris ABC.

Adjournment

The meeting was adjourned at 4:35 PM. The next meeting will be on 1/9/2013, in the Nolan Engineering Building Room 241 at 4 PM.

These minutes were approved as presented at the 1/9/13 meeting.



John L. Buxton, P.E. (R)

Secretary



Memphis Area Joint Engineers' Council
TENTATIVE 2013-2013 Calendar
10/3/12

September 5, 2012	Monthly Meeting – Development of Calendar
September 14, 2012	Send out Dues Invoices
September 26, 2012	Send out October meeting reminder via email
October 3, 2012	Monthly Meeting – Approval of Calendar
October 31, 2012	Send out November meeting reminder via email
November 7, 2012	Monthly Meeting – Contest Chairman to present Plan for Student Contest
November 16, 2012	Secretary distributes school contact information
November 19, 2012	Initiate individual contact with schools re: Student Contest.
November 28, 2012	Send out December meeting reminder via email
November 30, 2012	“Past Due” Dues Notice Sent Out
November 30, 2012	Send out Request for Nominations – Featured Engineer, Featured Engineering Students. Send out Request for Nominations M JEC Award of Excellence
December 5, 2012	Monthly Meeting - Preliminary Engineers' Week Plans, Student Contest Progress Report
December 14, 2012	Complete individual contact with schools re: Student Contest.
December 25, 2012	Merry Christmas
December 28, 2012	“Final” Dues Notice Sent Out
January 2, 2013	Send out January meeting reminder via email
January 4, 2013	Reminder for Featured Engineers and Award of Excellence
January 9, 2013	Monthly Meeting (Engineer Week information available)
January 30, 2013	Send out February meeting reminder via email
January 30, 2013	Deadline for Nominations – MJEC Award of Excellence
January 31, 2013	“Council Membership Inactive” Notices sent out for unpaid dues
February 2, 2013	MathCounts at CBU
February 6, 2013	Monthly Meeting – Final Plans for Engineers' Week and Student Contest. Invite ECM and TSPE to come for final coordination. PIZZA
February 8, 2013	Deadline for Nominations – Featured Engineer, Featured Engineering Students
February 9, 2013	Student Contest
February 17 - 23, 2013	Engineer's Week (Theme: Engineers Make a World of Difference)
February 19, 2013	Order or the Engineer Luncheon

February 20, 2013	Engineer's Week Luncheon by ECM – MJEC to present Featured Engineers and Award of Excellence. U of M Holiday Inn.
February ??, 2013	Engineer's Week Mid-Week Banquet by TSPE – MJEC to present Student Contest Winners and Featured Engineering Students at ???. TBD
February 27, 2013	Send out March meeting reminder via email
March 6, 2013	Monthly Meeting - Officer Nominations and Engineers' Week Debrief
March 27, 2013	Send out April meeting reminder via email
April 3, 2013	Monthly Meeting - Elect Officers for 2013-2013; appoint Audit Committee
April 24, 2013	Send out May meeting reminder via email
May 1, 2013	Monthly Meeting - Audit Committee Report and Installation of Officers
May ??, 2013	MAESC Conference at ???