



**Memphis Area Joint Engineers' Council**  
**2013-2014 Calendar**  
**10/2/13**

September 4, 2013	<b>Monthly Meeting</b> – Development of Calendar
September 25 2013	Send out Dues Invoices
September 25, 2013	Send out October meeting reminder via email
October 2, 2013	<b>Monthly Meeting</b> – Approval of Calendar
October 28-29, 2013	MAESC at the University of Mississippi
October 30, 2013	Send out November meeting reminder via email
November 6, 2013	<b>Monthly Meeting</b> – Contest Chairman to present Plan for Student Contest
November 18, 2013	Secretary distributes school contact information
November 19, 2013	Initiate individual contact with schools re: Student Contest.
November 27, 2013	Send out December meeting reminder via email
November 30, 2013	“Past Due” Dues Notice Sent Out
November 30, 2013	<i>Send out <b>Request for Nominations</b> – Featured Engineer, Featured Engineering Students.</i>
	<i>Send out <b>Request for Nominations M JEC Award of Excellence</b></i>
December 4, 2013	<b>Monthly Meeting</b> - Preliminary Engineers’ Week Plans, Student Contest Progress Report
December 13, 2013	Complete individual contact with schools re: Student Contest.
December 25, 2013	Merry Christmas
December 30, 2013	“Final” Dues Notice Sent Out
January 2, 2014	Send out January meeting reminder via email
January 3, 2014	Reminder for Featured Engineers and Award of Excellence
<b>January 8, 2014</b>	<b>Monthly Meeting (Engineer Week information available)</b>
January 29, 2014	Send out February meeting reminder via email
<i><b>January 31, 2014</b></i>	<i><b>Deadline for Nominations – MJEC Award of Excellence</b></i>
January 31, 2014	“Council Membership Inactive” Notices sent out for unpaid dues
February 1, 2014	<b>MathCounts at U of M</b>
February 5, 2014	<b>Monthly Meeting</b> – Final Plans for Engineers’ Week and Student Contest. Invite ECM and TSPE to come for final coordination. <b>PIZZA</b>
<i><b>February 7, 2014</b></i>	<i><b>Deadline for Nominations – Featured Engineer, Featured Engineering Students</b></i>
February 8, 2014	<b>Student Contest</b>
February 16 - 22, 2014	Engineer's Week (Theme: Engineers Make a World of Difference)
February ??, 2014	Order or the Engineer Luncheon
February 19, 2014	<b>Engineer's Week Luncheon by ECM</b> – MJEC to present Featured Engineers and Award of Excellence. U of M Holiday Inn.
February 20, 2014	<b>Engineer's Week Mid-Week Banquet by TSPE</b> – MJEC to present <i>Student Contest Winners and Featured Engineering Students at CBU</i>
February 26, 2014	Send out March meeting reminder via email

March 5, 2014	<b>Monthly Meeting</b> - Officer Nominations and Engineers' Week Debrief
March 26, 2014	Send out April meeting reminder via email
April 2, 2014	<b>Monthly Meeting</b> - Elect Officers for 2014-2014; appoint Audit Committee
April 30, 2014	Send out May meeting reminder via email
May 7, 2014	<b>Monthly Meeting</b> - Audit Committee Report and Installation of Officers