



**Memphis Area Joint Engineers' Council  
2014-2015 Calendar  
11/5/14**

September 3, 2014	<b>Monthly Meeting</b> – Development of Calendar
September 24, 2014	Send out October meeting reminder via email
September 26 2014	Send out Dues Invoices
October 1, 2014	<b>Monthly Meeting</b> – Approval of Calendar
October 29, 2014	Send out November meeting reminder via email
November 5, 2014	<b>Monthly Meeting</b> – Contest Chairman to present Plan for Student Contest
November 17, 2014	Secretary distributes school contact information
November 18, 2014	Initiate individual contact with schools re: Student Contest.
November 26, 2014	Send out December meeting reminder via email
November 28, 2014	“Past Due” Dues Notice Sent Out
<b>November 28, 2014</b>	Send out <b>Request for Selection</b> – Featured Engineers, Featured Engineering Students.
	Send out <b>Request for Nominations</b> M JEC Award of Excellence
<b>December 3, 2014</b>	<b>Monthly Meeting</b> - Preliminary Engineers' Week Plans, Student Contest Progress Report
December 12, 2014	Complete individual contact with schools re: Student Contest.
December 25, 2014	Merry Christmas
December 29, 2014	“Final” Dues Notice Sent Out
January 7, 2015	Send out January meeting reminder via email
January 3, 2015	Reminder for Featured Engineers and Award of Excellence
<b>January 14, 2015</b>	<b>Monthly Meeting (Engineer Week information available)</b>
January 28 2015	Send out February meeting reminder via email
January 30, 2015	Deadline for Nominations – MJEC Award of Excellence
January 30, 2015	“Council Membership Inactive” Notices sent out for unpaid dues
<b>February 4, 2015</b>	<b>Monthly Meeting</b> – Final Plans for Engineers' Week. Invite ECM and TSPE to come for final coordination. <b>PIZZA</b>
February 6, 2015	Deadline for Selections– Featured Engineers, Featured Engineering Students
February 21, 2015	<b>MathCounts at CBU</b>
February 22 - 28, 2015	Engineer's Week ( <b>Theme: Let's Make a Difference!</b> )
February 24, 2015	Order or the Engineer Luncheon at the Fogleman Executive Center
February 26, 2015	Send out March meeting reminder via email
February 25, 2015	<b>Engineer's Week Luncheon by ECM</b> – MJEC to present Featured Engineers and Award of Excellence at the U of M Holiday Inn.
February 26, 2015	<b>Engineer's Week Mid-Week Banquet by TSPE</b> – MJEC to <i>recognize Featured Engineering/Engineering Technology Students at the banquet.</i>
<b>March 4, 2015</b>	<b>Monthly Meeting</b> - Final Plans for Student Contest. Appoint Audit Committee.
March 6, 2015	Deadline for Student Contest registration
<b>March 21, 2015</b>	<b>Student Contest</b>
March 25, 2015	Send out April meeting reminder via email
<b>April 1, 2015</b>	<b>Monthly Meeting</b> - Officer Nominations and Student Contest Debrief
April 29, 2015	Send out May meeting reminder via email
<b>May 6, 2015</b>	<b>Monthly Meeting</b> - Audit Committee Report and Election of Officers.