IEEE WIE 5280 Meeting
July 17, 2018

Attendees:
- Sarah Beckman
- Keaton Looney
- Jill Tietjen
- Sandra Scanlon
- Vale Anderson
- Tom Schafer
- Eileen Hickey
- Connie O'Dell

1. Introductions
2. Updates
   i. IEEE WIE 5280 Leadership team, Welcome to Tom as Treasurer!
   ii. Website http://sites.ieee.org/denver-wie/
   iii. Past events
       1. March Kickoff
       2. June planning meeting
       3. Recommendation: in the direct e-mail, include a calendar invitation for future meetings (S. Beckman)
       4. Recommendation: Breakfast Meetings
       5. Recommendation: Meetings west of Denver
       6. Recommendation: Host at a company's office
3. Mission & Vision
   Our goal is to facilitate the recruitment and retention of women in technical disciplines globally. We envision a vibrant community of IEEE women and men collectively using their diverse talents to innovate for the benefit of humanity.
   IEEE WIE strives to...
   - Recognize the outstanding achievements of women in electrical and electronics engineering through IEEE Awards nominations
   - Organize receptions at major technical conferences to enhance networking and to promote membership in IEEE WIE
   - Advocate women in leadership roles in IEEE governance, and career advancement for women in the profession
   - Provide assistance with the formation of new IEEE WIE Affinity Groups, and support ongoing activities
   - Promote IEEE member grade advancement for women to the membership grades of Senior member and Fellow
   - Facilitate the development of programs and activities that promote the entry into, and retention of, women in engineering programs
   - Administer the IEEE Student-Teacher and Research Engineer/Scientist (STAR) Program to mentor young women in junior and high schools
4. Upcoming Events
i. August Technical Meeting (K. Landow)
   1. Women in Block Chain
   2. August 21st
   3. Time: TBD
   4. Location: TBD

ii. September Technical Meeting (S. Beckman/J. Tietjen)
    1. Bridges to Tomorrow talk by Jill Tietjen with Networking event preceding
    2. In coordination with SWE and DU, hosted by DU.
    3. Date: September 20th
    4. Time: 5 p.m. arrival, 5:30 start
    5. Location: DU, DU Ritchie College of Engineering, 5th Floor
    6. Save the Dates coming next week
    7. Article for Mile High Spark, SWE as co-author? (S. Beckman)

iii. October Technical Event (K. Looney)
     1. Infinite Monkey Theorem Tour
     2. Date: TBD
     3. Time: TBD
     4. Location: Infinite Monkey Theorem, Urban Winery

iv. November Planning meeting - 2019 and beyond (S. Beckman)
    1. Future Planning - organizational purpose & planning for 2019
    2. Date: TBD
    3. Time: TBD
    4. Location: TBD
    5. Topics
       a. Where do we want to be in 5 years?
       b. What do we want to do with our fundraising?
       c. 4 technical meetings
       d. 2 university or pre-university events
       e. 6 Ex-Comm Meetings
       f. 4 Mile High Spark articles

v. December Social & Fundraising Event (J. Tietjen)
   1. Sipping & Painting Fundraiser & Social
   2. Date: December 2nd or 9th
   3. Time: TBD
   4. Location: Sipping N' Painting, 6300 E. Hampden Ave #D

vi. January Social Event
    1. Holiday Celebration and Social Event
    2. Date: TBD
    3. Time: TBD
    4. Location: Eileen Hickey’s house

vii. Other community Event Reminders - 2018
     1. SWE WE 2018 - October 17-20 in Minneapolis, MN
     2. Now accepting abstracts for SWE WE Local conferences, through August 11th, https://welocal.swe.org/

viii. 2019 & future opportunities
      1. Technical Events
         - NREL Tour
         - Women in Transportation (WTS) Joint Event
2. University/Pre-University Events
   - April 2019 - E-Days at CSM
   - 4/3/2019 CU Boulder - Speaking support, What I Wish I Had Known When I Graduated from College by Jill Tietjen
   - May 2019 - GSTEM

3. Social
   - International Women's Day - Friday, March 8
   - Habitat for Humanity Women Build

4. SWE WE Local Conference March 15-16

5. Fundraising
   - What is our purpose for fundraising? (sponsor National conference attendee, provide a scholarship, host a conference on a regular basis?)
   - IEEE WIE National Funding support (T. Schafer to reach out to Karen)
   - Murder Mystery Dinner (E. Hickey to provide details on legality)
   - Trivia Night
   - Technology Camp

ix. Rebates provided for hitting goals

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<tr>
<th>Tier 1: Hold and report 2 technical meetings</th>
<th>August Women in Blockchain</th>
<th>$200</th>
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<td></td>
<td>September Bridges to Tomorrow</td>
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<td>October Infinite Monkey Theorem Tour</td>
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| Tier 1: Maintain an up-to-date webpage | Complete by K. Looney | $50 |

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<tr>
<th>Tier 1: Attend four (4) ExComm meetings</th>
<th>March</th>
<th>$100</th>
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<tr>
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<td>August</td>
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<th>Tier 2: Coordinate and provide a university or pre-university event</th>
<th>CSM E-Days booth</th>
<th>$150</th>
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<td>September DU Event</td>
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<th>Tier 2: Submission of an article to the IEEE Section Newsletter - Mile High Spark</th>
<th>April article</th>
<th>$25/article ($100 max)</th>
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<td>September Article</td>
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| Tier 2: A chapter officer or rep attends at least six (6) ExComm meetings | If hosted, attend November & December | $100 |

<p>| Tier 2: Host or co-host at least 4 technical events | | $100 |</p>
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<th>Tier 2: Attend the society officer training event</th>
<th>$100</th>
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<td>Total Chapter rebate</td>
<td>$900</td>
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<td>10% Bonus if filed by February 1:</td>
<td>TBD</td>
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5. Wrap up & Next steps