10-25-11

1. AIChE regional conference March 30 – April 1
   1. Schools from all over the US will come
   2. chemE car competition
      1. we get to choose distance and water weight
      2. poster competition
   3. welcome banquet
   4. awards banquet
   5. mixer event
   6. paper competition
      1. undergraduate research
   7. chemE jeopardy
   8. committees
      1. head assigns duties to members, creates timeline, and sets up a budget
      2. why join a committee?
         1. Develop teamwork
         2. Get more involved in AIChE and know people better
         3. Experience for resumes and interviews
      3. chemE car
         1. organize competition
         2. distribute info to schools
            1. temp. range and surface of area for competition
         3. develop a plan for chemical usage and storage for the cars
         4. members of chemE car can be part of this committee
         5. Yuiry or Dan will choose distance and amount of water
      4. Banquet
         1. Organize food and set up
            1. Breakfast and lunch
         2. Organize paper competition
      5. Webmaster/publicity
         1. Set up website for conference and keep it organized and up to date
         2. Organize tours of campus
            1. What to say, where to go
         3. Design t-shirts
            1. Go through school bookstore
      6. Activities
         1. Organize mixer event(s)
         2. Organize banquets activities
         3. Create jeopardy
      7. Fundraising/finance
         1. Manage inflow/outflow of money
         2. Obtain sponsorships from companies
         3. Organize career/graduate school fair
      8. Attendance
         1. Organize registration
         2. Set up workshops and speakers
            1. Banquet speakers already lined up
            2. Some workshop speakers lined up, but need more
         3. Communicate with other universities about conference details
   9. Questions?
      1. Committees being formed today
      2. Committees meet as often as head decides to meet
      3. Held at school, Civic Center, and Holiday Inn
         1. Surbeck unavailable
         2. Always concerned about the lack of activities at the school
         3. Best floor for chemE car race is in the Civic Center
         4. School doesn’t have big enough rooms with enough seating
      4. Plans for research competitions?
         1. May be in workshops
      5. Transportation being provided to schools?
         1. Busing service between Civic Center and the school
         2. Buses from airport to Holiday Inn as well?
      6. Ask for chemE car help?
         1. Send another email encouraging people who aren’t here to sign up for a committee
         2. Talk to Zach
2. [www.burnsmcd.com/vote](http://www.burnsmcd.com/vote)
   1. Type name, email address, select SDSM&T, select AIChE, and click submit for $1000 for chapter
   2. Last year mechanical engineers got the sponsorship
   3. Aaron will tell Linda to send an email reminder
3. Sign up for committees
4. Dr. Gilcrease’s idea for activities (drum roll….)
   1. Creative dance
      1. Blue and red molecules
      2. Distillation
         1. Two molecules jumping back and forth between two decks
      3. Molecular diffusion
      4. Laminar flow