

CIVIL & ENVIRONMENTAL ENGINEERING HONOR SOCIETY
PORTLAND STATE UNIVERSITY

FROM: Paul Worrlein
TO: All CEE Honor Society Members
CC: Dr. Christopher Monsere, Research Assistant Professor; Dr. Bill Fish, Dept. Chair
DATE: Thursday, October 11th (118 Smith Memorial Student Union)

SUBJECT: CEE HONOR SOCIETY GENERAL MEETING MINUTES 10/11/07, 4:00 – 5:00 PM
TOPIC: CLUB RENEWAL

MINUTES

ATTENDANCE: Deanna Hutchinson, Joseph Brian Leatham, Paul Worrlein, Rachel Borgman

- 1) The meeting's goal was to finish registering the Civil & Environmental Engineering Honor Society with SALP so that the club can operate for the year 2007-2008. Contact information for the officers was recorded on the SALP database.
- 2) Drivers for the club must renew training. It was agreed that all three officers (chair, vice-chair, and secretary) should complete the driver's training course to allow for maximum flexibility when travel for the club is required.
- 3) Deanna expressed concern that emails reminding clubs to re-register should be distributed several weeks before the deadline to allow for proper planning and scheduling. Rachel stated that SALP is attempting to improve all processes and that all constructive suggestions are welcome. It was also suggested that restrictions on the percentage of budget allowed for travel expenses be relaxed.
- 4) Rachel updated club information and noted desired revisions to the website including the name of the club.
- 5) Despite the change to the name of the club, the Civil Engineering Honor Society will retain a two year seniority and retain the accompanying budget of \$1200 for the 2007-2008 academic year. The club will also receive a code for use with copy machines available in the SALP office.

Respectfully Submitted

Paul Worrlein
Secretary for PSU CEE Honor Society