

**Current Meeting:**

Thursday 8/31/2006, 2:00-3:00 pm at Tutor Hall Café

**Next Meeting:**

Thursday 9/7/2006, 2:00-3:00 pm at Tutor Hall Café

**Attendees:**

Donovan Schafer	President
Cindy Akamine	Vice President
Curtis Wong	Rec. Secretary
Michael Wang	Corr. Secretary
Shawn Matsumoto	Treasurer
Dr. Hashemi	Advisor

**Absent:****Action Required:**

Who	What	Due
Curtis	Create roster of HKN student members with SID so HKN can be recognized as Viterbi Club	This weekend
Donovan/ Cindy	VSC meeting next week. Make sure all necessary paperwork has been turned in for club eligibility	Next week
Shawn	Go to credit union and become familiar with HKN account	9/7/06
Michael	Send out an email advertising an officer position for Web Master	9/7/06
Cindy	Contact Cindy Kwong from Broadcom as possible person for presentation. Also inquire about funding food for meeting. Schedule speakers at least a month in advance	2 weeks
All	Become familiar with HKN email account and remember to BCC	This weekend

**Upcoming Events:**

1<sup>st</sup> VSC meeting next week

**Proceedings:**

1. General Meetings
  - o We will all be thinking about possible speakers
  - o Good mix of technical and business presentations
2. Officers discussed responsibilities of each position
3. Goals for the year
  - o Give our members top priority for job interviews



- Best Local Chapter
- Best Viterbi Club
- 4. Ideas for interactive activity between professors and students for E-Week
  - Checkers/chess game
  - Video game
- 5. Social: Ski Trip
- 6. Service
  - Dr. Hashemi suggested various forms of community service from collecting trash to lecturing at elementary schools to increase member participation and cohesiveness
  - Habitat for Humanity