In Attendance:

- Miranda Masters-TBP
- Graham McConnell-Rocketry
- Cameron Hale-Rocketry
- Katherine Ward-SSAB
- Jasmine Grossman-BMES
- Allison Givens-ASCE
- Rachel Formica-Chi Epsilon
- Will Howard-ARC
- Adam Roh-Chi Epsilon
- Tyler Ashbrook-ASCE
- Robert Phillips-IEEE
- Troy Pallay-ARC
- Conner Laney-ASME
- Natalie Palepoli-SSAB
- Bradlee Cruise-NSBE
- Johnt'e Davis-NSBE
- Anika Solomon-AIChe
- Dennis Loevlie-AIChe
- Amber Barr-MA/MRS
- Di Pang-ACM
- Zoe Delilo-ACM
- Kelsey O’Haire-Robotics Club
- Morgan Tracey-SWE
- Sadaf Sarwari-EWB
- Morgan Gray-AOE
- Shivani Karlapati-AOE
- Brandon Ventura-SHPE
- Diego Cabanillas-SHPE
- Brandon White-ASME
- Paul Clement-Sigma Phi Delta
- Ben Hawkins-Sigma Phi Delta
- Ryan Bower-Omega Chi Epsilon
- Ronald Alexander-Omega Chi Epsilon
- Jaycie Saseen-SWE
- Shabnam Khanal-Structural
- Praveen Majjigapn-Structural
- Morgan Menke-HKN
- Jacob Dameon-HKN
- Samantha Keyes-AIAA
- Kurt Tennant-IEEE
- Allison Arnold-MA/MRS

SGA Reps Suggestion Form

- The SGA reps have been introduced through an email. If you want to see information about them go to [https://www.statler.wvu.edu/student-life/sgareps](https://www.statler.wvu.edu/student-life/sgareps).
- If you would like to give feedback/complaints/issues/etc you can fill out the [college feedback form](#).

Career Closet Policy Change

- Volunteer times will be the unstaffed hours from 9 AM to 3 PM
- ONE volunteer allowed for each hour
- You can sign up online at [this link](#) to volunteer
- To be awarded SAC hours, you MUST stop by our office G103 to sign in and sign out
- Each club can obtain a MAXIMUM of 20 career closet hours per semester
- If you sign up online but do not show up to volunteer, you will not be allowed to sign up again for one month unless an acceptable reason is provided (Note that you can always remove your name after signing up if you will no longer be available)

SAC Awards

- Attached is the proposed SAC awards more details on how to apply will be given toward the end of the semester.
- They will be awarded at the end of the semester on Honors day.

Tuesday Emails

- If you are not getting the emails on Tuesday let Jared Bartrug ([jdbartrug@mail.wvu.edu](mailto:jdbartrug@mail.wvu.edu)) know.
- If you would like to have something included in the email. Please send an email with details to Jared Bartrug ([jdbartrug@mail.wvu.edu](mailto:jdbartrug@mail.wvu.edu))
  - The opportunity will only be sent out for 3 weeks before the event but will be on the website for as long as you would like.

Website

- The SAC website is at [https://www.statler.wvu.edu/student-life/sac](https://www.statler.wvu.edu/student-life/sac)
  - This site can help you find out the proper way to do room reservations, order merchandise, etc.
Volunteer Hours
- You can view your volunteer hours here.
- If you see any problem please send an email to Jared Bartrug (jdbartrug@mail.wvu.edu)

Travel Rules
- Departmental groups must go through their business office you can find your EBO at https://www.statler.wvu.edu/student-life/sac/funding
  - If you don’t have a department you can work through our office.
- Remember to fill out the travel form before you do any travel.

Tshirts
- Everything must be trademark approved.
- You can work with Allison Stickel- Design Graduate Assistant: alstickel@mail.wvu.edu to help get your designed approved through trademark.

General Volunteering
- This semester we will have our open houses they are all listed in the upcoming events below.
  - We will need lots of volunteers for a variety of jobs. We also need volunteers for tours.
  - We will have volunteer training sessions this spring like we did last fall. Pizza will be provided at them.
- NOTE: In the Tuesday email the Science Bowl was not designated as SAC eligible. That is a mistake Science Bowl will be eligible for SAC hours!

SWE
- They will be running two event Codename:SWE and Girls’ STEM Day. Codename:SWE teaches coding but doesn’t require any experience. Girls’ STEM Day is a larger event and will have hands on activities that will be run throughout the day. Details and signup for these events will be provided closer to the event and be sent out in the weekly email.

ARC
- Amateur radio club will be running their Tech in a Day event this Saturday. It is free for students and food will be provided. The top student will also win a radio.

IEEE
- They will be hosting their conference in Morgantown and will need volunteers. Sign ups and details will be provided closer to the even. Will be SAC eligible.

MA/MRS – 3 events coming up
- Fabrication Instructional Seminar and General Meeting - TOMORROW!
  (Thursday 1/24 5:15p in ESB G83)
  MA/MRS will be hosting presentations from the various fabrication departments and facilities during our general meeting tomorrow beginning at 5:15p in G83 featuring presentations and facility demonstrations from:
  - WVU LaunchLab
  - WVU Prototyping Shop
  - WVU Machine Shop
  - WVU MAE: Undergraduate Research Opportunities
- All are welcome to attend! We want a good crowd to show support for these groups and what they do for us. This will also offer students a chance to learn more about the resources they have in our college! We will provide pizza and drinks.
- CAD 3D Modelling Instructional Seminar Series
  (Tue 5th, Thur 7th, Tue 12th and Thur 14th of Feb 2019 @6:30 pm ESB G79B Lab)
  This class series will provide students with beginner to adept understanding of the SolidWorks 3D modelling software. Packages and individual classes available, pre-register to reserve your spot or show up to the class you wish to attend. The level of instruction will increase over the course of the 4 classes. These seminars will each run 50 min with 1 hour following for open work with Q&A.
- Mountaineer Makers Challenge
  (Friday February 22nd, during Engineers Week, 10a-2p at ESB Ground floor tables)
  - Students are challenged to design and 3D print parts/models using CAD software. See our website for more details and to register: https://materialadvantage.orgs.wvu.edu/
  - 3 Categories: Artistic, Engineering Assembly, and CO2 car challenge.
    - Sign up for 1 or all 3, first place prizes of 75$ gift cards!

ASCE
- Their spring conference will be on April 12th all day and they will need help. Details will be provided closer to the event.
Upcoming Events
- February 9—Merit Badge University
- February 9—Science Bowl
- February 22-24- IISE Conference
- March 2- Girls’ STEM Day
- March 9- 17- Spring Break
- March 18-21- Call Campaign 5-8 p.m.
- March 23- Decide WVU Day 9:00-12:00

Upcoming SAC meetings
- All meetings are at 5:00 p.m. in 113 MRB during the spring semester:
  - February 19, 2019
  - March 19, 2019
  - April 16, 2019