In attendance:
- Maxwell Kreeb-ME/MRS
- Trevor Brison-ME/MRS
- Tyler Ashbrook-ASCE
- Paige Rice_Alpha Pi Mu
- Dennis Wang-Alpha Pi Mu
- Danielle Schmidt-IIEEE
- Paul Clement-Sigma Phi Delta
- Austin Harper-Sigma Phi Delta
- Diego Cabanillas-SHPE
- Emily Certain-ARC
- Emma Martin-IEEE
- Samuel Price-IEEE
- Nicholas Willis-AADE
- Sean Brown-CBE
- Krishna Tulasi Gadde-SEIGSC
- Shabnam Khanal-SEIGSC
- Christian Selvenis-AADE
- Ahmed Cheikl Sidiya-ACM
- Di Pang-ACM
- Sam Talkington – HKN
- Matt Andrews-AIAA
- Zach Hallerman-AIAA
- Hannah Chen-BMES
- Lindsay Lancaster-BMES
- Molly Layne-SWE
- Abigail Osborn-SWE
- Ryan Bungainer-ASME
- Brandon White-ASME
- Qwinn Jones-UPE
- Victor Valencla-SHPE
- Bradlee Cruise-NSBE
- Andrew Moorehead-Robotics
- Trevor Smith-Robotics
- Morgan Measures-SPE
- Nicholas Haynes-OXE
- Jordan Wwaters-AICHE
- Kevin Oonnelly-AICHE
- Tyler Bishop-AICHE
- Hunter Moore-EWB
- Samuel Talkington-HKN
- Nathanael Freeman-ARC
- Bryan Daddock-ARC

*Each club can only receive up to 2 SAC hours for attendance.

Development Office – Mrs. Jenna Nypaver-Price
- The following steps must be used in order to solicit funds for student orgs
  - Must get approval for the project
  - Write and submit a one page summary of the project
  - Develop a list of needs from the donor
  - Put together a budget for the project
  - Write a list of potential donors
  - Write a solicitation letter
  - At this point you can set a meeting with Jenna to finalize
- For additional information and guidelines click here to see notes by Jenna
- Do not use a Go Fund Me – We use Crowd Funding through the University
- Personal visits are permitted after receiving permission
- Anything that is going to be branded, even if it does not have the flying WV, needs to go through the office of Development
- Jenna is not the person to contact instead of Heather Cross

EngineerFEST
We discussed the logistics and details for the upcoming EngineerFEST on September 4
- Each group will get to present during each of the time slots
- Each session will only last 5 minutes and there is 10 minutes between sessions to get to the next one
- Will run 5-9pm
- Not the same person has to give all of the presentations – suggested to rotate who does the presentations
- There will be food provided
- ACM needs to be added to the Efest roaster
- The robotics club will need to be moved to the ground floor so that they don’t have to bring a robot upstairs on a freight elevator

Engineers Week
Asked the students what they did and did not like for Engineers week:
- Like free food and t-shirts
- Will keep the pancake breakfast
Beans with the deans is a new coffee event with the deans
Thinking about doing some leadership lunches
Will do hot chocolate pass out outside of the PRT Station
Adding another national outreach event “Introduce a girl to engineering”
Will do grad student social
Will giveaway stuff
Looking to do some professional headshots
Feb 17th is random acts of kindness day
Some ideas from the students included: resume workshop, therapy dogs, puppies to play with, blood drive
Cate said “We can take a trip to the pound.”
Also thinking about adding some sort of build project – the idea was mentioned to build a robot that can play corn hole
   Small projects may be preferred because then the students are not as intimidated about joining
People are asking for more coffee in more locations
Best way of communicating may require using twitter, snap chat, free signs, flyers, signs on the floors, bathroom stalls, elevator doors

**WVU Engage**
- Every Org needs to register here otherwise you are not an official student org
- This is how the university will stay in contact with you
- Will need to contact Kim Harrison to get into an engage account
- **Will need to attend ONE engage workshop in order to register**
  - Located in the AgScience Building Every Tuesday At 5pm

**Funding Changes**
- Not all volunteer hours are weighted the same now. 2x for statler college events, 1.5x for student org events, and 1x for all other volunteer activities
- To get any money from SAC funding you will need to write a proposal (the outline of the proposal is located on the funding SAC page)
  - The most important part of the proposal is talking about how the budget will break down – even if it is not all coming from SAC funding
  - These will be due Sept. 10th
  - Turn in a hard copy to Cate since the require signatures from the President, Advisor, and Department Chair
- Need to have room reservations ideally 3 days in advance
  - If you know all of them for the entire year even better
- There is online traveling form so that we know who is traveling on behalf of the university
  - We can help with car and hotel reservations
  - Anything that is associated with the university will require going through marketing

**Upcoming Events**
- September 4 – EngineerFEST
- September 7 – SWE Murder Mystery Lunch
- September 28 – Fall Family Weekend Cookout
- October 19 – Discover WVU Day 8:am-12:00pm
- October 25 – Pumpkin Drop/STEM Zone
- November 2 – Statler College High School Visitation Day 8:00am-4:00pm
- November 16 – Discover WVU Day 8:00am-12:00pm
- Ongoing: Statler Career Closet
- Ongoing: Bartlett House

**Upcoming SAC meetings**
- All meetings are at 5:00 p.m. in G39 ESB during the fall semester:
  - September 17, 2019
  - October 15, 2019
  - November 12, 2019