

HKN Meeting Minutes for July 6, 2005

- Members in attendance:

Erin N Griffith
Steven Hawkins, Jr.
C. Scott King
Adam Krauss
Daniel Milton
Anthony Nguyen
Chris Rose

- Membership certificates yet to be distributed were signed by Daniel, Anthony, and Scott.
- Scott and Anthony discussed the current HKN e-mail list and how to implement it more effectively.
- Beginning the initiation process with two meetings at least 6 weeks prior to initiation was suggested. The first meeting would introduce candidates to HKN; the second would allow them to let the current members know of their intention to join. Faculty may be invited to these meetings for all in attendance to become acquainted. This would also afford enough time for initiates to receive their membership certificates at the ceremony.
- A new attendance policy will be formulated. Erin will research the policies and documentation of HKN national and other chapters to ensure that a fair policy is instituted that does not conflict with the HKN constitution. The new policy will likely include attendance at a prescribed number of regular meetings and may extend to other activities sponsored by the chapter. Members who do not meet the requirements put forth could be subject to penalties yet to be determined.
- Security of old test files was discussed. Using a red stamp on original copies and making a probation list with names of those students who do not adhere to the 24-hour checkout rule may help protect the files.
- The technical specs of the copier, price per copy, providing change to customers, copier location, and copier security were brought up.
- Fundraising was discussed, particularly raffling off a football signed by Coach Tommy Tuberville. The logistics of licensing issues and printing and distributing tickets must be researched.
- Collaboration with IEEE was briefly discussed.
- Activities, including tutoring, will be brought up during future meetings to make our chapter more visible and useful.

*None of these issues were resolved and will require another meeting before implementation.