

Minutes

SECon 2001

Thursday January 20, 2000

5:30 PM, Ramada, Clemson

1. **Publications** – Update on getting us in TAG

5/20/99 **Action Item** Mark to get us in TAG.

1/20/00 In process

2. **Treasurer** – We will use the Lexington formatted spreadsheet to track our financial data.

1/20/00 Budget looks good to the committee. Nick to e-mail the budget to Jim Howard.

3. **Madren Center arrangements**

1/20/00 We need the revised proposal from the Madren Center and get required approval and signatures. Also need something from the Ramada for the rooms they have held.

1/20/00 **Action Item** Nick to get with IEEE and see what needs to be done.

4. **Logo and Theme**

The committee discussed the need for a logo and theme. We will try to get these by having a contest with both the student section and the section newsletter. \$50 to the winner.

7/22/99 **Action Item** Dr. Gowdy to coordinate with Dr. Komo on the student section. Mark Stokes to get in the next newsletter.

1/20/00 Not Completed

1/20/00 **Action Item** Lee Stogner to get some examples of logos and themes from past conferences to help with ideas.

5. **SECon01 web site**

The committee discussed briefly the need for a web site. The intent was to acquire the site from Nashville after they revised the one from Lexington.

7/22/99 **Action Item** Mark to create a SECon01 announcement “web site under construction” on our web site.

1/20/00 Completed

1/20/00 **Action Item** Mark to get a link set up from the Nashville web site to our web site.

6. **Student Program**

Randy has some students interested in helping organize the hardware competition. We need an organizing meeting for the Student Program portion of the conference.

1/20/00 **Action Item** Randy to let Mark and Nick know when the next IEEE student meeting is on campus.

7. **Nashville Booth**

Need to acquire a list of things that may need to be done before SECon00 in Nashville such as Call for Papers and Student Competition specifics.

1/20/00 **Action Item** Nick to find out from Jim Howard what we need for Nashville.

Next meeting time/location is Tuesday, February 8, 2000 @ the Ramada Restaurant. 5:30 PM

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