**Minutes from the IEEE PES PEEC Student Activities Subcommittee Meeting at the 2015 PES GM**

Date: July 28, 2015

Start time: 1:00 PM

End time: 3:30PM

Location: Tower Court D

Attendees: Jignesh Solanki, Aaron St. Leger, Anthony Deese, Valentina Cecchi, Sissie Lin (PES Exec Office), Pat Hall (T&D 2016 Org Committee), Mila Hunt (Student Representative, T&D 2016 Org Committee)

1. 2014 PES GM Poster Session:
   1. Poster session report

The poster session ran smoothly this year. There was a lot of help and everything was correctly set up.

The judging request in the registration was very successful. The plan is therefore to keep it in the registration form.

200 Posters, 2-4 judges per poster.

3 undergraduate posters (4 undergrad students), the rest graduate.

(35 undergraduate students registered for the conference)

* 1. Prizes/certificates

The format of prizes and certificates was changed this year. No longer monetary prizes. Certificates to be given at the SIF Luncheon – **Aaron** to take care of printing. Plaques (engraved) mailed out to the students after the event – **Aaron** to talk to Shannon Nelson.

Monetary prizes at T&D will be sustained.

* 1. Abstract book

**(Action Item):** Update the book by taking the no-shows out, post it online. **(Jignesh)**

* 1. Poster contest winners:

Graduate:

First Prize: Nahid Al-Masood, University of Queensland

Second Prize: Zhen Ni, University of Rhode Island

Third Prize: Miki Ichihara, Waseda University

Third Prize: Junjie Qin, Stanford University

Undergrad:

Participation: Allan Bartlett, University of Kentucky

Participation: Daniel Daneshka, Colorado State University

Participation: Jungseok Hong, South Dakota State University

1. Budget:

Sissie Lin was present and participated in the budget discussion. Budget on the hotel accommodations for GM 2015 was ~$100k. The budget is approximately $130k for the GM and $15k for NAPS (last year $150k was spent).

A discussion on how to best estimate/plan for according to budget was initiated. Historically, a spreadsheet is provided by Pete Sauer with budget estimated. Changes in estimated budget for T&D years vs. no-T&D years were also discussed.

What goes into budget that PES Exec Office counts?

* Support for hotel
* Luncheon
* Difference between full and student registration?

It was also noted that budget for 2016 was submitted by July 25, then approved at the GM. ~$420k approved for education/student activities.

1. Other Conferences:
   1. NAPS 2015

Budget for NPAS 2015 was $15k. Hotel invoice to be sent directly to IEEE, contract is in place.

* 1. T&D 2016

1. Growing interest in student program
   1. Dealing with limited budget/increased interest in program

The subcommittee would like to get more budget details to better understand how to plan.

Also, can more matching funds from industry be pursued?

The companies attending the job fair pay a fee; this is not at the moment linked to the student program support.

1. Other items:
   1. Survey for student feedback

Conduct a survey to receive feedback from students to improve the program.

* 1. Committee position available

The committee voted to approve Anthony Deese as the Secretary Elect of the Student Activities subcommittee.