

HKN Member Meeting 2 Minutes:

Date: 9/26/2005

Members in Attendance: Stephen, Yen Chin, James S., Fuchyi, Mohit, Rich, Allen, Valentina, Nicholas, Bek, Ian, Pang-Li

- 1) Status of tasks since Meeting 1:
  - a) completed
    - i. Tutor schedule: If you still haven't signed up, it is hanging on the wall so please do so. (Nicholas)
    - ii. Color printer has been repaired, cost of only \$65. (James S)
    - iii. HKN email address: [hkn@umn.edu](mailto:hkn@umn.edu) and [askhkn@umn.edu](mailto:askhkn@umn.edu) should be up and running shortly depending on Dale Swanson. (Bek)
    - iv. Light bulbs have been purchased and are in the office. (Nicholas)
    - v. Polo shirts will be arriving in about 15days for those of you who don't have one yet. (Mohit)
    - vi. We have acquired software for HKN including Office 2003. (James S)
    - vii. HKN proper info has been submitted by Mohit.
  - b) pending
    - i. Text book request from the ECE Department for tutoring needs. We are asking them to supply us with them so we can better tutor the ECE students. (Pang-li)
    - ii. Career Fair sign up...was taken care of at the meeting.
    - iii. HKN Pens, we will order about 500 more to hand out to the ECE students. (James L)
- 2) Review of Strategy – final call
  - c) 3 Core objectives
  - d) Concept of “Goal Statement”
  - e) Proposed major projects
    - i. Radically improve study/member space
      - do so by establishing history of HKN in our study area and by giving credit to the companies who donate money and help to HKN by putting names on a plaque that will be hung in the study area.
    - ii. Data reorganization (Nicholas and Jason are working on this)
    - iii. Ceremony redesign (We need a volunteer to do this)
    - iv. Raising money to fund these projects (We need a volunteer to do this)
- 3) Career Fair details
  - f) this Weds/Thurs 10 am – 4 pm
  - g) all members must volunteer for a 2hr window to work at the CF
  - h) Special volunteers will be needed from 7 – 9am on Weds and 5 – 7pm on Tues night
  - i) Dress code – Business casual with HKN tag
- 4) HKN Special Presentation
  - j) Micron Technology, Inc. will give a special presentation for HKN members on Thursday at 2 pm in ECE 4-146.
  - k) Bring a “high quality” guest if you'd like to
  - l) Dress code – Business casual
  - m) Need food/drinks organizer – (Stephen)
- 5) Total OS reinstall
  - n) If you'd like a specific program installed on the HKN computers please let Nicholas know asap.
- 6) Meeting time will be changed to 5pm from now on.
- 7) Rotating room cleanliness duties (Nicholas and James S will take on the room cleanliness duty for the first two weeks.
- 8) Immediate needs / New Business? CP's in our hallway need to be fixed and OS needs to be reinstalled. (Ian is working on this)