



Alpha Eta Mu Beta

NATIONAL BIOMEDICAL ENGINEERING HONOR SOCIETY

AGENDA

AEMB National Executive Council (NEC) Meeting

Dec. 15, 2014, 6:15 Eastern time, via teleconference

Call to order: Dr. Teresa (Terri) Murray, Pres.

Attendance: Dr. Terri Murray, Dr. Dominic Nathan, Dr. Alicia Fernandez, Bhavit Vora, Justin Huckaby, Morgan Elliot, David Wolfson, Dr. Marcia Pool

Approval of previous NEC meeting minutes: Dr. Dominic Nathan, VP (approved)

Old Business:

1. *Treasurer's report:* Dr. Alicia Fernandez, Treas. and Ms. Morgan Elliott, Student Treas.
 - a. Little less to spend on cords and pins due to new vendor...savings about \$2900
 - b. Total payout for travel awards: \$7623.36
2. *Status of the society:* Dr. Marcia Pool, AEMB Executive Director
 - a. 37 chapters (actually 40—Marcia—forgot the latest three when in phone call); 1 pending
 - b. About 300 new member each year
 - c. New vendor for cords—saving us money
 - d. Travel awards are in the mail
 - e. 8 chapters inducting members in fall 2014
3. *Recap of AEMB Annual Meeting in San Antonio:* Dr. Dominic Nathan
 - Vine Up
 - New officers
 - Alumni panel to discuss BME options

New Business: Three Key Initiatives – Alumni Database, Chapter Growth, and Sustainable Funding

1. *Database of members (past/present):* Plan of action (Linked-In Groups, Vine Up, chapter records, ...), Mr. Bhavit Vora, Student Pres.
 - a. Making database comprehensive with member numbers generated by VineUp
 - b. How do identify membership?
 - i. Contact chapters?
 - ii. Have people recommend other AEMB alumni to populate our list



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- iii. Bhavit and Dominic to work together (contact Mcgoron) to get VineUp moving forward
2. *Chapter development:* Recruiting new chapters, reactivating dormant chapters, chapter activities, Mr. Justin Huckaby, Student VP
 - a. Morgan sent list of ABET accredited schools who do not have AEMB chapters
 - b. Graduate students add consistency to society...longer term at school
 - c. Morgan and Justin to work on recruiting new chapters
 - d. Chapter activities
 - i. Nice to have graduate students to serve as mentors for incoming members/officers...graduate students are in society for longer period of time
 - ii. Chapter awards: what chapters did
 1. Share as idea bank (activities, fundraising, etc.)
 - iii. Chapter reports
 1. Begin contacting chapters who do not send in reports
 2. Continue requiring it for travel awards
 3. Remind advisors of need for annual report
 - iv. AEMB newsletter
 1. Each student officer take a section
 2. Contact someone at school (chapter officer or researcher)
 3. Marcia now editor
 - v. Regional person to reach out to regional chapters?? Just a thought for now
 1. Maybe let each officer take a region
 - vi. Will we be able to have a table at the next BMES (2015)?
 1. Have travel awardees sign up for an X amount of time
 2. Have a binder of important things to discuss
 3. Try to reactivate inactive chapters
 4. Potentially put sessions notifications at booth
 5. Information for annual reception (hand out flyers)
 6. Keep the ribbons on the name tags
 - e. Justin—has Covidien contact
 - i. Just met a contact at BMES; contact is interested in speaking at a meeting
 1. Contact is head of new initiative for BMES to get more industry contacts
 2. Develop industry presence at BMES
 3. What topic for a meeting?
 - a. Describe industry?
 - b. Partnership between AEMB, BMES, and industry
 - c. Panel talking about industry, how to get job?
 - f. Dominic—BMES/AEMB panel of industry and other alumni



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- i. Maybe replace policy session with the panel; AIMBE will continue policy session without AEMB support
 - ii. May need funding for panelist's travel
3. Sustainable funding: Projected income and expenses, sources of potential funding, Dr. Teresa (Terri) Murray
 - a. Make alliances with larger companies to sponsor activities
 - b. Get a group of us to work as development officers to acquire funding
 - c. We are a tax exempt organization 501(c)3
 - d. Terri to continue working submitting grants to NSF for funding
 - i. Alicia to help
 - e. Resume book for employers
4. Other business
5. Set time frame for next NEO meeting, Mr. David Wolfson
 - a. Resume book for employers

Adjournment