

PROFESSIONAL ACTIVITIES PROJECT PLAN AND FINANCING REQUEST

Calendar Year 2000

1. PROJECT TITLE ASU IEEE Week (Spring 2000) Note: A similar project is planned for the fall semester.	
2. SPONSORING SECTION/COUNCIL/AREA/CHAPTER REGION 6 Phoenix Section (Chair: James R. Hunt, jrhunt@srpnet.com , work: 602-236-8016, home: 480-834-6386, mobile: 602-818-5201)	
3. TREASURER/ADDRESS Jim Drye 705 E. Bates St. Mesa, AZ 85203 r10885@email.sps.mot.com 480-413-5685	4. PROJECT MANAGER/ADDRESS/PHONE Professor Armando A. Rodriguez IEEE Student Branch Advisor Arizona State University Dept. of Electrical Engineering System Science & Engineering Research Center MS: 877606 Tempe, AZ 85287-7606 (W) 480-965-3712 (H) 480-940-9278 aar@asu.edu
5. STATEMENT OF OBJECTIVES To encourage and prepare students to enter the field of engineering by bringing them together with faculty, practicing engineers & recruiters to interact in an informal setting. To provide students with opportunities to: (a) Understand clearly, what industry expects of its prospective employees who graduate from science and engineering programs. (b) Discuss future coursework with colleagues, faculty & industrial representatives. The goal is for students to become aware of those skills they will need upon entering the job market (e.g. technical writing & reading, verbal, presentation, etc.) (c) Discover career & pre-career industrial programs with practicing engineers & recruiters. This will include summer internships, cooperative education programs, part-time employment & full-time employment. Students will be able to apply for these programs directly by submitting their resumes. (d) Discuss senior design projects, undergraduate research projects & graduate school with one another, faculty & industry representatives.	

6. PLANS FOR ACHIEVING OBJECTIVES

To achieve the above objectives we plan to hold two events:

Event I: Spring ASU IEEE Week (March 20-24, 2000)

Event II: Fall ASU IEEE Week (October 2-6, 2000)

This proposal seeks funding for Event I.

During the past three years, the ASU IEEE Student Branch has been very successful in bringing student and faculty together at their semi-annual IEEE Student-Faculty-Industry Mixer.

Recently, ASU was selected by IEEE International to host IEEE Week (March 20-24th). This selection was based on ASU IEEE student branch campus activities, an active membership, and the recent establishment of a new ASU IEEE Center of Excellence to focus on promoting, facilitating & supporting research projects in the areas of Flexible Autonomous Machines operating in uncertain Environment (FAME); i.e. robotics.

This selection coincided with the branch's desire to expand the traditional "one evening mixer format" to a week of activities, seminars & informal gatherings – involving students, faculty & industry. Our plan, therefore, for Event I (listed above) is to

- (a) Hold a series of seminars during the week (Monday-Thursday). These seminars will involve speakers from industry and from ASU. Topics will address industry opportunities, undergraduate research projects, IEEE membership & graduate school.
- (b) Hold a mini S-PAC on Friday afternoon (march 24th). This will involve speakers from industry & ASU. Topics will focus on industry opportunities, academic planning, senior design projects, undergraduate research projects, technical electives, IEEE membership, investing and financial planning & graduate school.
- (c) Hold our traditional (well-attended) IEEE Student-Faculty-Industry Mixer on the evening of Friday, March 24th. This event will involve students and faculty from across the College of Engineering. Students & faculty from the College of Liberal Arts & Sciences as well as the College of Business also attend. Engineers & recruiters from around the country will be invited. Companies which have attended in the past include: AG Communications, AlliedSignal, Altera, Boeing, Honeywell, Hughes, IBM, IIS, Intel, International Rectifier, Lockheed Martin, Motorola, National Instruments, Nextel, OnSemiconductor, Raytheon, Sundstrand Aerospace, TDK & others.

Note: A second program (Event II), with the same format will be conducted in the fall during the week of October 2-6.

The seminar portion of our proposed event will take place on the ASU main campus. The Friday evening IEEE Student-Faculty-Industry Mixer portion of our proposed event will be held at the

Arizona Roadhouse & Brewery
1120 E. Apache Blvd.
Tempe, AZ 85281
480-929-9940
Apache & Terrace (East of Rural, NW corner)
Parking right outside

A contractual agreement has been arrived at for the spring 2000 mixer (Friday, March 24th).

Reason for Funding Request:

It has been customary to sell tickets for the Mixer events & to raise additional funds by requesting contributions from the companies that attend. The monetary successes of the latter efforts have varied, with total contributions ranging between several hundred and a few thousand dollars.

Because of the additional costs associated with the new, broader plans, we are requesting additional funding from the Phoenix Section and from Region 6 PACE. For the future, we hope that the larger program will draw more contributed funds, so that it becomes self-supporting at this higher level of activity.

7. HOW ACHIEVEMENT WILL BE MEASURED

The success of the planned events will be measured by the number of students, faculty & industrial representatives that attend.

Other metrics to be used include the number of student resumes collected by companies & the number of students, faculty & industry.

Plans to invite the local media are being considered.

8. HOW MANY MEMBERS WILL BENEFIT FROM THIS PROJECT?

We expect 240 individuals (200 students, 40 faculty & industrial representatives) to attend each event.

Most of the attending students are members of the ASU IEEE Student Branch. It has been our observation that many students join the week before, during & after the mixer. Last fall, approximately 45 new members submitted applications via ASU's IEEE web-based submission site: www.eas.asu.edu/~ieeemembership.htm

Use additional sheets if necessary
After completion, send this form to your Regional PACE Coordinator

January 2000

9. ACTIVITIES (list the major activities required for project achievement and the targeted completion dates):

Activities	Dates
1. Advertising for Event I Mixer (incl. flyers, posters, etc.)	February 1 – March 24
2. Arrangements for seminars during Event I including mini-S-PAC	January - March
3. Physical Arrangements for Event I mixer	February
4. Provision for entertainment (Event I Mixer)	February
5. Purchase of door prizes	March
6. Transportation of furnishings & supplies	March 20 – 24
7. Miscellaneous preparations	March 10 – 24

Note: The same activities (1-7) are planned for Event II during the fall semester.

10. FUNDING REQUIREMENTS (refer to activities above by number):

Type of Expense	Amount
1. Advertising for Event I Mixer	\$ 375
2. Event I seminars & mini S-PAC	\$ 825
3. Physical arrangements for facility for Event I Mixer	\$2222
4. Fee for DJ at Event I Mixer	\$ 200
5. Door prizes at Event I Mixer	\$ 400
6. Transportation of furnishings & supplies	\$ 200
7. Unanticipated Expenses (estimated)	\$ 500
TOTAL FUNDING REQUIRED	\$4,722.00

11. PROJECT FUNDING SOURCES

Region	\$ 1172
Section	\$ 250
Project Income	\$ 2600
Employment Assistance Cmte.	\$
Other	\$ 200

12. DISBURSEMENTS

1) Regional Funds	
Advance disbursement	
(pre-event cost)	\$ 1672
Final disbursement	\$ 0
2) EAC Funds	
Advance disbursement	\$
Final disbursement	\$
TOTAL	\$ 1,672.00

13. PROJECT APPROVAL

PACE Chair (Section/Area/Council/Chapter) DATE: _____

Chair (Section/Area/Council/Chapter) DATE: _____

Regional PACE Employment Assistance Program Coordinator (if applicable) DATE: _____

Regional PACE Coordinator DATE: _____

Regional Director DATE: _____