

Thursday, October 1, 2009

Current funds: unknown until statements are sorted out

## Attendance

Dave Farkas: Faculty sponsor

Jacob Warren: President

Tiffany Rooney: Treasurer

## Items discussed

### *1) How can we recruit new officers & members to STC (both the official local chapter and our student group)?*

- Current student positions filled are:

President	Jacob Warren
Vice President	Phun Lang
Treasurer	Tiffany Rooney
Webmaster	Lindsay Haggman
Multimedia Officer	Steven Hudson
- UW STC needs to fill the "secretary" position in order to be an official UW student group and official STC chapter. Being official will allow us to take advantage of more benefits (like reserving spaces on campus for events).
  - Discussed possibility of combining Steven Hudson's "Multimedia officer" with "secretary" just to fill the position until a more permanent secretary can be found.
- To recruit, current members (of either STC or the UW STC group) can present to HCDE classes, telling students about the benefits, stressing that the time commitment is only 1-3 hours per week for officers and even fewer hours for regular members.

### *2) What kinds of activities will or could we do?*

- Many activities UW STC used to do (like the winter party) are now the responsibility of the HCDE student group, headed by Jan or Gian.
- Currently, our webmaster Lindsay is designing a website for the UW STC group.
- A goal for the group is to coordinate at least two events per quarter:
  - Guest speaker/presentation
  - Resume/portfolio workshop and critique, including job/interview advice and practice. The workshop would also show students the difference in designing resumes for a person versus for a database. This would theoretically be open to the entire department, although we may need volunteers from other faculty to provide area-specific critiques. Professor Farkas has volunteered to critique those resumes and

portfolios that fall in his area of expertise. We could also look into getting recruiters from the field to help out with this. This event would be held in the HCDE computer lab, so an officer would need to reserve it.

- Another possible quarterly (or monthly?) event is going to the Puget Sound Chapter STC meetings in groups. We need to advertise that you do not need to be a member of STC to go to the meetings. You simply pay about \$5 when you register as a student.
- Someone (possibly Lindsay?) could set up a LinkedIn group. We could ask graduates and other professionals to post job openings and other pertinent information.
- DITA workshop with an expert? **Decision:** not now.
- Send out a newsletter? **Decision:** not now.
- Prep for career fair in spring, set up mock interviews, possibly publish a Guide that includes student-written advice.
- Represent our group at the Engineering Open House? Maybe set up a recruiting table, just remember that we are separate from HCDE as a whole or divisions like HCI--STC includes more content-oriented career paths.
- Volunteer? **Decision:** not on a regular basis, but could offer free writing/editing of technical documents to fill resumes/portfolios of students in the group.
- Design a t-shirt? **Decision:** not now.

### *3)What activities are coming up?*

- Puget Sound STC meeting: October 20: Teresa Goertz and Jim Causey will talk about writing for mobile devices. Can set up a catalyst poll to determine how many people will go.
- Presentation by Joe Welinske during autumn quarter, possibly mid-November? Someone will set up a catalyst poll to see how many people would attend, then we can set up a room from there. We can promote the presentation through fliers, emails, class announcements, etc. We could also ask Joe about making a 5 minute video on his topic, then post it on our website for people to watch.

## **Action Items**

- For Dave:
  - invite Joe Welinske, possibly mid-November
  - check on availability for Puget Sound STC chapter meeting on October 20
- For other officers:
  - recruit students for Puget Sound STC chapter meeting on October 20
  - publicize our group with whatever means you can (fliers, etc.)
  - decide when STC officer meetings will be held