The meeting began at 8:30 AM.

**Welcome** – Mr. Vinitsky (host company), Mr. Zingsheim (IAC Chair), and Dr. Durant (CE Program Director)

**Program Information**

- **Meeting Minutes** – Minutes from the May 28th meeting were presented. Dr. Durant asked that any corrections be sent to him.

- **Program Update** – Dr. Durant updated the members on several items including the first group of CE sophomores who will participate in our new exchange program with Czech Technical University in Prague beginning in February. Two students are participating this year and we expect participation to grow as positive experiences are shared among students.
  - Suggestion for exchange program: establish virtual teaming environment with students in Prague and Milwaukee working together (MSOE students, perhaps mixed with some CTU students). Use video conferencing. SE2890 Software Engineering that the MSOE sophomores take in the spring might be a good place to tie in. Working from around the world, perhaps with students from a different culture, would be a valuable experience.
  -

- **Student Statistics**
  - Suggestion: Find out how CE enrollments are trending at UWM and MU and compare with us.
  - Suggestion: Find out what follow-ups MSOE does with accepted students who do not or cannot attend MSOE.
Suggestion: Get better statistics about our foreign student sources. Find out what countries they come from, analyze financial aid applied, foreign recruiting cost, and identify additional opportunities to recruit foreign students from areas were we already have a foothold. Track them as graduates; are those who want to stay able to do so (obtain H1B visas, etc.)?

Review of Events – Recent
The committee discussed all recent events on the agenda.

Review of Events – Upcoming
- Suggestion: Let marketing know in advance about key department events such as the IEEEXtreme competition so they can properly publicize them.

Identifying New Part-time Faculty
Dr. Durant noted that the EECS Department always looking for new part-time (adjunct) faculty to teach in any area. Part-time faculty often teach one or two classes per year and the dates and times can be scheduled to be compatible with one’s primary job, including evening scheduling. A master’s degree is required.

Activities at Your Site
- Volunteer: FedEx would be glad to host a sortation facility tour for IEEE students.

General Discussion
- Job postings: Most company representatives noted that they authorize and post positions with the highest experience they can afford, but are often willing to consider more junior candidates. They can always offer appropriate salaries below the approved cap, but going above it is often infeasible. Mr. Zingsheim noted that he has found MSOE graduates to easily be as good as graduates of competing programs with two years of experience.
- Advice that we should convey to students re job searches: make contacts, do research, show that you have done your homework when you contact company representatives, and be bold in pursuing internships and jobs you are interested in.

Meeting adjourned at approximately 10:30 AM. A tour of the FedEx SmartPost facility followed.