



## Rice University – Society of Women Engineers

### Kick-Off Meeting

August 31, 2011

12:00 p.m. – 1:00 p.m.

#### I. Introduction of Officers and Sponsors

President: Michelle Jin

VP: Elaine Wong

Treasurer: Sophie Xu

Secretary: Stephanie Tzouanas

Publicity: Leslie Nguyen

Webmaster: Ayana Andalcio

Outreach: Yimin Luo

Historian: Heaven Chen

Mentorship: Priya Rao

Faculty Sponsor: Dr. Yildiz Bayazitoglu

#### II. About SWE

We encourage women to pursue science and engineering through career development, socials, outreach, mentorship programs, and academic advising.

#### III. Company Info Sessions

Shell – September 7, 5:30 p.m.

BP – September 13, 5:30 p.m.

Microsoft – November 15, 6:00 p.m.

#### IV. National Conference – October 13-15 in Chicago

SWE will subsidize fees for Junior, Seniors, and Officers

**Email [mzj1@rice.edu](mailto:mzj1@rice.edu) by 5 pm September 7th to get subsidization**

#### V. Resume Book

Available to corporate collaborators of SWE

Great opportunities for internships and jobs

**Email resume to [swe@rice.edu](mailto:swe@rice.edu) by September 20, 2011**

Include Name, Year, Major, Email in body of email

VI. Events Throughout the Year

Company Info Sessions

Girl Scout Day

Project Pumpkin

Center for Career Development Information Sessions

Academic Advice Dinners

Movie Night

Gingerbread House Building

Evening With Industry

End of Year Banquet

Mentorship Program Events

VII. SWE Mentorship Program - Priya Rao (Chair)

Underclassmen paired with upperclassmen in the same major

Upperclassmen mentored by professional engineers or graduate students

Various social events, networking opportunities

Advice about classes, internships, and jobs

Contact your mentor at SWE social events or on your own

Fall Mentors Social - Tuesday, September 27 (tentative)

**Fill out the Google Doc to be paired with a mentor or mentee**

Questions? Email [pdr1@rice.edu](mailto:pdr1@rice.edu)

VIII. Check out:

Our webpage: [swe.rice.edu](http://swe.rice.edu)

Our Facebook: <http://www.facebook.com/#!/pages/Rice-Society-of-Women-Engineers-SWE/241463822558299>