I. Attendance – Nichola Kinsinger, Jesse Buenolos, Luis Ordonez, Chong Ding, David Keith, Ben Guan, Giovanni Denina, Brian Hawkinson, Dorian Perkins, Megan Nix, Martin Gawecki, Chris Foster

II. Can-Struction Project – Guest Speaker: Brightie Dunn  
   a. The Riverside Art Museum is organizing a Canstruction Competition within the Riverside area  
      i. [http://www.canstruction.com/indexn.html](http://www.canstruction.com/indexn.html)  
   b. The Bourns College of Engineering has been asked to host a team, so we are organizing one through the student organizations  
   c. The competition consists of 2 parts:  
      i. Design – teams submit a design to the Art Museum by Mid-Late March  
         ii. Construction – teams assemble structures on April 24th and 25th  
   d. Maximum size of the team is unspecified, but only 5 members may build the structure on the construction days at a time  
   e. If you are interested in participating, contact Nikki Kinsinger (nkins001@student.ucr.edu)

III. End of Year Activities  
   a. Start thinking about a good date, time, and place  
   b. Discuss with your organization (officers and members) what kind of activity you’d like to participate in:  
      i. Outdoor BBQ (like 2 years ago)  
      ii. Banquet/Ball (like last year) ~ possibly with change of location and program  
      iii. Other ideas?

IV. Officer Transitioning  
   a. LC Elections will take place around 3rd-4th week of Spring Quarter  
      i. We will begin taking nominations at the start of next quarter  
      ii. Per Article IV, Section 2 of the LC Constitution, the requirements for an officer are:  
         1. Engineering students with GPA’s of 2.0 or better  
         2. Has previously served as voting members of the Council (has been an officer or committee chair in a student organization)  
         3. May not hold office in more than two other University organizations during their terms of COELC office  
         4. In the event that no candidates meet these requirements, each candidate who receives the endorsement by 2/3 vote of the Executive Committee will be allowed to run for office  
      iii. The positions and their duties are:  
         1. Chair - preside at all meetings of the Council, appoint all committees, approve the Council agenda, and assume all other executive duties  
         2. Vice Chair of Internal Affairs - be responsible for coordinating training of leadership skills and professional and club development among the BCOE organizations, act as historian and take pictures at events  
         3. Vice Chair of External Affairs - be responsible for coordinating relations with industry, the community, faculty, and staff in the BCOE  
         4. Secretary - generate the Council membership roster and email lists, keep record of Council meetings in the minutes, be responsible for Council correspondence  
         5. Treasurer - receive all money and pay all debts of the Council authorized by the Executive Committee, and shall keep an exact account of all receipts and expenditures  
         6. Webmaster – maintain the website (list of officers, meeting minutes, calendar of events, pictures of council events)
b. Officer Transition Workshops
   i. Each organization should try to elect new officers early in Spring Quarter
   ii. LC and Student Life will have two sessions, one in early-mid quarter and one in mid-late quarter, so make sure both the new and old officers are available to attend one of them

c. Transitioning Tips
   i. Suggestion from IEEE: Have each of your officers send the president a list of common tasks, hints, tips, and ideas they have accumulated throughout the year – this will make both transitioning new officers and writing officer job descriptions much easier
   ii. If you have suggestions for effective transitioning tactics, please email them to coelc@engr.ucr.edu and we will forward them to the group

V. ASUCR Senate Elections
   a. COE Candidates – fill out and submit an ASUCR Senator Packet by Friday, March 9th
   b. Election Dates – 3rd Week of April

VI. Discover Days
   a. Dates/Times
      i. Saturday, March 17 - General Discover Day, 9am-1pm
      ii. Saturday, April 21 - COE/CNAS Discover Day, 9am-1pm
      iii. Saturday, April 28 - General Discover Day, 9am-1pm
      iv. Saturday, May 12 - Explore UCR (HS Juniors), 9am-1pm
      v. Saturday, May 19 - Discover UCR (Transfer), 9am-1pm
   b. Attendance Requirements
      i. Email Jolene Tuz (jolene.tuz@ucr.edu) by Friday, March 9th
      ii. Have at least one person from your organization there at each event – send this person’s contact info to Leadership Council 1 wee before the Discover Day

VII. Career Center Activities
   a. Brainstorming & Discussion Session
      i. Tuesday, March 13th 10-11am at the Career Center
      ii. Jan McCorkle will show us new CC services and discuss ways of improving participation at CC activities
   b. Tentative CEO Mixer Date – May 10th
      i. CEO Forum members have decided that they’d like to have establish more networks with engineering students
      ii. The mixer will include a panel-type discussion portion and a chance for students to talk with each CEO on a more personal level
      iii. Advertising will begin in Spring Quarter (more info will be available later)

VIII. Other Business
   a. Continuous Feedback Forms
      i. Required to turn in 2 for Winter Quarter activities to be eligible for Quarterly Award
      ii. Email them to coelc@engr.ucr.edu by Friday, March 23rd (end of finals week)
   b. Upcoming Events
      i. IEEE Meeting – Monday, March 12th at 6pm in Bourns A265