Non-symposium:

- 1. Everyone gives 3 general ideas to contribute to the grant proposal
- 2. Resume workshop, only 7 people came.
- 3. Mugs, let Christina pay. Need close to 100 mugs. Keep the same design. Setup fee \$50.

Symposium:

- 1. Resume/abstract book: send students to make sure correct category in the brochure
- 2. More Poster than wanted, 39. Last 5 have to be discarded.
- 3. Poster judges: Boudouris, Corti, Bill Clark. Need at least 3 people judging each poster.
- 4. Award money. 4 categories, 5-6 award, one for each category.
- 5. Expect 25 Company representatives, 4 signed up right now.
- 6. Extend poster session since less oral than expected.
- 7. Award money: best overall \$150 (\$300 total), Best in each category \$75 (total \$600)