



*Cornell University Student Branch
216 Phillips Hall
Cornell University
Ithaca, NY 14853*

*E-mail: sb.cornell@ieee.org
Website: <http://ieee.ece.cornell.edu>*

Executive Project Groups:

Officers of the Cornell University Student Branch of the IEEE shall be divided into project groups to support and carry out the actions of the Vice Presidents and President of the Branch. The project groups may be formed at the request of a Vice President or at the discretion of the President based on need and the current focus of the Branch.

A group acting under a specific Vice President shall report directly to that VP on all matters involving the project on which they are working. Other administrative matters may be brought to the President or someone else within the Branch leadership. As of Fall 2003, the project groups shall be (arranged in order of priority):

1. Corporate Relations Team

The Corporate Relations Team shall work closely with the Vice President of Corporate Relations to contact companies, establish a mutual relationship with outside organizations and companies, and create info sessions or workshops on campus for the ECE community. Some suggested activities include:

- a. Themed Corporate Info Sessions
- b. Job Skills / Resume / Cover Letter Workshops
- c. Company sponsored events – i.e., Circuit Bashing Day

The main objective of this team is to build up a relationship with companies so as to increase the reputation of the IEEE among technology companies and the ECE students.

2. Finance Team

The Finance Team shall work closely with the Corporate Relations Team to set up competitive and fair rates for info sessions and workshops. The team must work closely with the Vice President of Finance to establish a credit line from which the Branch can finance its projects. Fundraising activities and budgetary issues should also be considered a priority.



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The ability of this team to work together with other project groups is critical to the infrastructure of the Branch. Budgets must be partitioned accordingly and fairly to each group.

3. ECE Project Specific Teams

These individual teams shall be assigned according the projects currently in queue for the Branch. The group will be responsible for working with all parties involved to set up the event, marking the event to the ECE community, and following the event until completion. Since the type of projects in queue may require a variable number of people and skills, the size and function of such groups will be determined by the President, and when needed.

4. Faculty Relations Team

The Faculty Relations Team will work closely with the Vice President of Faculty Relations to set up events dedicated to strengthening the relationships between students and faculty. Certain activities may include:

- a. "Meet the Faculty" Sessions
- b. Intramural sports with faculty/students

The scope and number of projects shall be determined by the current budget and focus of the Branch.