2008 American Nuclear Society National Student Conference Proposal

presented by:

American Nuclear Society Texas A&M Student Chapter

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Executive Summary

The 2008 Texas A&M Student Conference Proposal is the result of years of consideration and planning. It brings together the best ideas from industry, academia, and the ANS Student Conference tradition.

A fleet of new conference ideas debuted in last year's 2007 Texas A&M Student Conference Proposal. Since then, these ideas have continued to be improved upon and added to. The following events offer students more networking, professional development, and employment opportunities than ever before:

- **Presentation Tracks Keynoted by Professionals** Keynote presentations will be given at the end of each track session by a professional working in the topic area.
- Private Recruitment Luncheons instead of a Plenary Recruitment Luncheon Students will be given a choice in which employer's recruitment luncheon they attend.
- Interviews Career Fair Recruiters will be provided interviewing facilities.
- **ORNL Workshop** A complementary SCALE5.1 workshop, courtesy of Oak Ridge National Laboratory.
- University Fair Nuclear Engineering Departments will be offered *cost free* booths in the University section of the Career Fair.
- Engineering Challenge Schools will face off against each other and the All-Star Team of Industry Professionals in a timed engineering design and construction competition. Winning schools will receive significant donations to their department's general scholarship fund.
- Professional Development Seminars Topics of immediate student interest such as interviewing strategy and public speaking will be hosted by the nuclear industry's experts.

This proposal gives unparalleled attention to logistics, economics, management, finances, staffing, and the building of strong student, departmental, and industry support for the conference.

The determination and capability of the Texas A&M Student Chapter to host the conference is demonstrated through the long term dedication of the conference committee and the strength of the student section. The Texas A&M Student Conference Committee has been actively developing this proposal since May 2005. Its original members are still involved with its development. The Co-Chairs, Directors, and Secretaries for the proposed 2008 Student Conference were formally appointed in December 2006 and have since been assisting in the further development of the conference. The strength of the Texas A&M Student Chapter is recognized from having recently received the 2006 ANS Glasstone Award's Honorable Mention.

The amount of originality, preparation, and dedication behind the Texas A&M proposal assures the success and amplitude of the conference.

Table of Contents

Introduction	4
Travel and Lodging.	4
Conference Facilities	5
Itinerary	8
Organizational Structure	12
Proposed Dates	17
2001 Texas A&M Student Conference	17
Faculty, Student, and Industry Support	17
APPENDIX A: ORNL Letter of Intent	18
APPENDIX B: Department Head and Faculty Advisor Letters of Support	19
APPENDIX C: Faculty and Student Pledge of Support	21
APPENDIX D: Milestone Planning	30
APPENDIX E: Manpower Distribution	32
APPENDIX F: Chapter Activity 2006-2007	33

Introduction

The Texas A&M proposal takes an in-depth approach to student conference design. The combination of the conference committee's specialized skill set and extensive collaboration with industry, academia, and former student conference chairs lays the foundation for innovation. The conference committee's skill set includes a former Director of the Texas A&M Engineering Career Fair, five student nuclear professional society presidents, and nine Texas A&M staff volunteers from the 2006 RPI Conference. Collaborators on this proposal include the Texas A&M Nuclear Engineering Department's External Advisory Council, hiring managers, recruiters, the entire nuclear engineering faculty, student leaders, and the 2001 Texas A&M Student Conference Cochairs. The results: every traditional event has evolved, groundbreaking events have been added, and unprecedented attention to management, organizational structure, corporate relations and event planning have been applied. The Texas A&M Student Chapter is proud to propose the 2008 American Nuclear Society National Student Conference.

Travel and Lodging

Airports

Convenient and economical flight options are available to multiple locations on all carriers. Complimentary airport shuttles will be provided to the following airports:

1. Easterwood Airport (CLL)

- 5 minutes from conference
- serviced by Continental and American

2. Bush Intercontinental Airport (IAH)

- 90 minutes from conference
- most major airlines

** Rates from Orbitz & Travelocity: Depart Thu, Mar 29, 2007, Ret. Sun, Apr 1, 2007

- New York City (JFK) to Houston (IAH) non-stop, round trip \$218 (\$244 w/tax) College Station (CLL) one-stop, " \$248 (\$298 w/tax)

- San Fransisco (SFO) to Houston (IAH) non-stop, round trip \$238 (\$259 w/tax) College Station (CLL) one-stop, " \$307 (\$346 w/tax)

^{*} Rates are recent as of Friday, February 16, 2007

Hotels

The Hilton Conference Center was chosen as the Official Conference Lodging for its economy, capacity, and location. The conference committee has taken care in selecting proposed conference dates that avoid peak travel times, both nationally and locally. Complementary conference shuttles will be provided to all conference lodging locations.

1. Official Conference Lodging - Hilton Conference Center

- \$89.00/per night for four guests (guaranteed rate)
- 303 guest rooms (190 double rooms and 65 executive suites)
- 0.7 miles from Texas A&M University campus

2. Alternative Conference Lodging - Ramada Inn, La Quinta Inn, Motel 6

- \$65, \$70, \$40/night respectively

**Opening Fall 2007 - Marriott Conference Center

- 1 block from campus and the Zachry Engineering Center (main conference venue)
- direct competition with the Hilton Conference Center should reduce lodging and conference facility costs, while having benefits of a new facility

Conference Facilities

Venues

1. Texas A&M Student Recreation Center's Backyard (Thursday Evening)

- Used for Welcome Reception
- Pavilion, 4 sand volleyball courts, 3 outdoor basketball courts
- Outdoors: Rain-Out Plan Hilton Conference Center



Figure 1 - Texas A&M Student Recreation Center's Backyard

2. Hilton Conference Center (Friday)

- Used for Main Conference Program
- Premier conference facilities and technical assistance
- Adequate number of meeting rooms
- 0.7 miles from campus



Figure 2 - Hilton Conference Center

3. Zachry Engineering Center (Saturday)

- Used for Main Conference Program
- Home to the Texas A&M Department of Nuclear Engineering
- State of the art A/V equipment
- 25 Classrooms with seating capacity up to 60
- 5 Conference rooms
- 1 Large and 3 small auditoriums



Figure 3 - Zachry Engineering Center

- 4. Annenberg Presidential Conference Center (Saturday Evening)
 - Used for Awards Banquet and keynote speaker
 - Located in the George Bush Presidential Library Complex
 - State of the art acoustics and A/V



Figure 4 - George H. W. Bush Presidential Library

The conference committee recognizes the complication of holding the main conference program at two different locations (at the Hilton Conference Center on Friday and at the Zachry Engineering Center on Saturday). We have weighed this against the benefits of having part of the conference on campus. Because of the large number of Texas A&M staff available, the transition between locations should be effortless for students and exhibitors while delivering a more economic and enjoyable conference.

Tours

- 1. <u>Nuclear Science Center 1 MW TRIGA Reactor</u> http://nscr.tamu.edu
 Reactor pulsing will be part of the tour. Security concerns have been addressed.
- 2. NASA Center for Space Power http://engineer.tamu.edu/tees/csp/
- 3. Cyclotron http://cyclotron.tamu.edu,
- 4. National Center for Electron Beam Food Research http://ebeam.tamu.edu
- 5. George Bush Presidential Library http://bushlibrary.tamu.edu
- 6. Texas A&M Department of Nuclear Engineering http://nuclear.tamu.edu

Itinerary

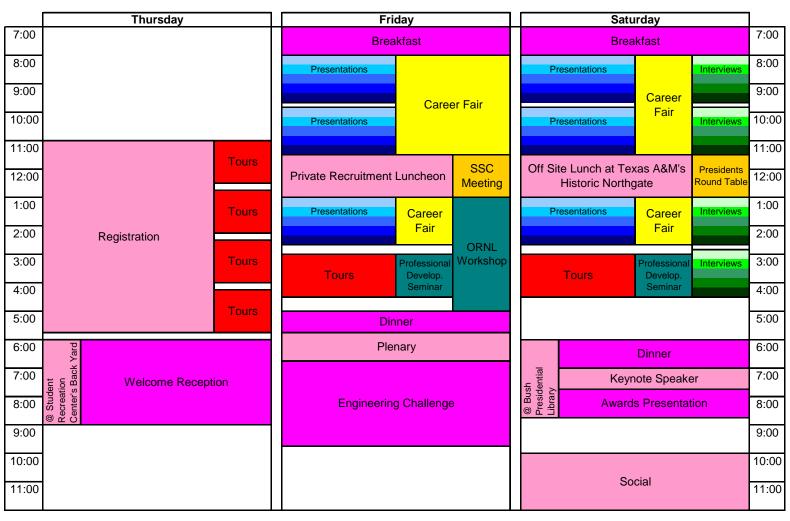


Figure 5 - Conference Itinerary

All aspects of the traditional conference have been innovatively redesigned to provide students and recruiters with an exceedingly productive and enjoyable conference experience. The descriptions of the events are listed chronologically below.

Thursday - Hilton Conference Center and Student Recreation Center's Backyard

11:00 - 5:45pm	Registration and Tours - Directors of the Texas A&M Nuclear Science Center (1 MW TRIGA Reactor),	
	NASA Center for Space Power, and Cyclotron will personally conduct tours of these facilities. Additional tours	
	of the George H. W. Bush Presidential Library and Museum, National Food Irradiation Research Center, Texas	
	A&M University Campus, Department of Nuclear Engineering and other points of interest will be provided.	

6:00 – 9:00pmWelcome Reception – The welcoming reception will be held at the Student Recreation Center's Backyard. A welcoming address will be followed by Texas BBQ, sand volleyball, and outdoor basketball. This provides an excellent setting for students to mingle with other students, recruiters, and distinguished guests while stretching their legs after a long day of travel. In the case of forecasted rain, the Welcome Reception will be moved to the Hilton Conference Center.

Friday – Hilton Conference Center

7:00 – 8:00am	Breakfast
8:00 – 11:30am	Presentations/Posters – Professionals will provide keynote presentations for each technical track. Furthermore, an ANS Student Section's presentation track will be included.

Career Fair – Companies will have the opportunity to sign up students for interviews during the career fair. Interviews will be held the following day.

University Fair – The career fair will be complimented by a university fair of attending schools. The university fair booths will be free of charge.

11:30 – 1:00pm	Private Recruitment Luncheon – First tier sponsors will be provided with their own room to give a recruiting presentation to interested students over lunch. Lunch will be served buffet style in a common room from which students will take their lunch to the company presentation of their choice. This will connect companies with students primarily interested in their company while providing recruiters a more personal setting in which to interact with students. Conference designers will ensure each company gets a suitable turnout. SSC Meeting – The Student Sections Committee will meet over lunch.	
1:00 - 2:40pm	Presentations/Posters/Career & University Fair	
1:00 - 5:00pm	Oak Ridge National Laboratory SCALE 5.1 Workshop – Interested students are invited to attend a walk through orientation of the SCALE 5.1 Program Suite, hosted by Oak Ridge National Laboratory, free of charge.	
3:00 – 4:30pm	Professional Development Seminars – Discussions hosted by the industry's experts will cover topics of immediate student interest such as interviewing strategy and public speaking.	
	Tours	
5:00 - 6:00pm	Plenary Session	
6:00 - 7:00pm	Dinner	
7:00 – 9:45pm	Engineering Challenge – Schools will face off against each other and against an All-Star Team of Professionals in a timed engineering design and construction competition. Winning schools will receive significant donations to their department's general scholarship fund.	

Saturday – **Zachry Engineering Center and Bush Presidential Library**

7:00 – 8:00am	Breakfast	
8:00 – 11:30am	Presentations/Posters/Career & University Fair	
	Interviews – Interviews scheduled at Friday's career fair will be held on Saturday. Interviews will take place in the five conference rooms in the Zachry Engineering Center (two additional rooms will be available in an adjacent facility if needed)	
11:30 – 1:00pm	Offsite Lunch at Historic Northgate – Economical eateries to satisfy every appetite line the avenues of College Station's historic Northgate District. Northgate is a mere three blocks from the conference.	
	Presidents' Round Table – Student Section Presidents will meet for an open forum over lunch.	
1:00 - 4:30pm	Presentations/Poster Sessions/Career & University Fair/Interviews	
2:50 – 4:30pm	Professional Development Seminars/Tours	
4:30 - 6:00pm	Free Time	
6:00 – 8:45pm	Bush Presidential Library: Dinner and Awards Presentation – A formal dinner will be served, after which a keynote speaker will address the assembly and present student presentation awards.	
10:00 – 12:00am	Social	

Organizational Structure

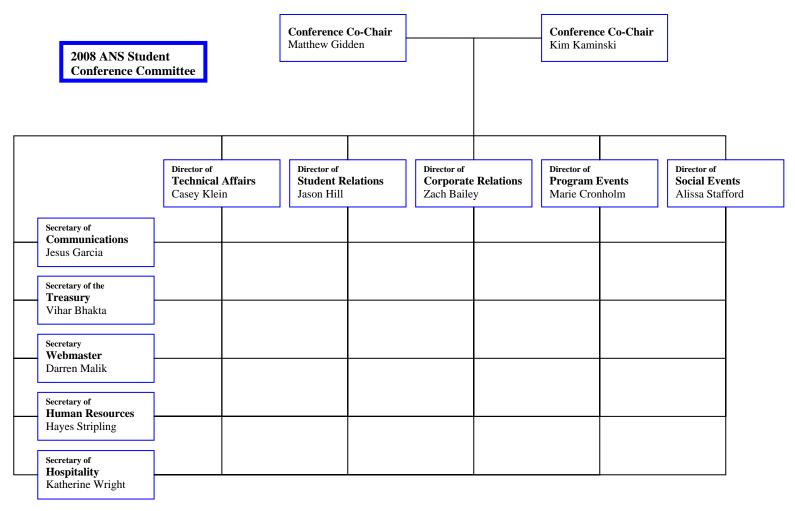


Figure 6 - Conference Organizational Structure

The Conference Organizational Structure is arranged in the "Project Management" Orientation. With reference to Figure 6, the *Event and Guest Directors* (horizontal rung) are composed of functions pertaining to Events and Guests Management. The *Resource Secretaries* (vertical rung) are composed of functions pertaining to Resource Management. Each Event and Guest Director has an independent field of responsibility but coordinates needs with all Resource Secretaries. Each Resource Secretary has an independent field of responsibility but coordinates needs with all Event and Guest Directors.

Conference Executives

Conference Co-Chair External – Matthew Gidden

- Provides vision and direction for conference
- Conference point of contact
- Responsible for all conference fundraising
- Creates custom recruiting packages for recruiters
- Ultimately responsible for the success of the conference

Conference Co-Chair Internal – Kim Kaminski

- Provides vision and direction for conference
- Manages conference Directors and Secretaries
- Oversees adherence to deadlines
- Ultimately responsible for the success of the conference

Directors of Events and Guests

Director of Program Events - Marie Cronholm

- Arranges all aspects of program events
- Facilities and equipment procurement and set up/take down
- Manages event coordinators and staff
 - o Presentation Coordinator TBA
 - o Career Fair Coordinator TBA
 - o Judges Coordinator TBA
 - o Interview Coordinator TBA
 - o Tour Coordinator TBA
 - o Food Coordinator TBA
 - o Hospitalities Coordinator TBA
 - o Facilities Coordinator TBA

Director of Social Events - Alissa Stafford

- Arranges all aspects of social events
- Facilities and equipment procurement and set up/take down
- Manages event coordinators and staff
 - o Food Coordinator TBA
 - **O Hospitalities Coordinator TBA**
 - o Facilities Coordinator TBA

Director of Technical Affairs - Casey Klein

- Point of contact for presenters and judges
- Determines presentation and poster evaluation criteria
- Reviews presentation and poster abstracts
- Communicates abstract review status with presenters
- Schedules presenters and judges
- Communicates schedules with presenters and judges
- Manages Assistant Director of Technical Affairs
 - o Assistant Director of Technical Affairs Jenn Koop

Director of Student Relations – Jason Hill

- Point of contact for students
- Manages student registration and conference check-in
- Manages tour and workshop registration
- Communicates conference, workshop, and tour information with students

Director of Corporate Relations – Zach Bailey

- Point of contact for recruiters
- Recruiting of presentation and poster judges
- Creates recruiting event schedules
- Communicates recruiting event schedules to recruiters

Secretaries of Resources

Secretary of Communications – Jesus Garcia

- Responsible for publicity and public relations
- Printing of mass produced conference materials (ie. program booklet)
- Records archiving
- Manages Assistant Secretary of Communications
 - Assistant Secretary of Communications Alice Dale

Secretary of the Treasury – Vihar Bhakta

- Coordinates fundraising transactions with Co-Chair External
- Responsible for developing and ensuring adherence to the budget
- Coordinates finances with all Directors and Secretaries
- Provides student travel reimbursement

Secretary Webmaster – Darren Malik

Designs, develops and manages internet communication interface

Secretary of Hospitality – Kathryn Wright

- Manages hotel accommodations for students and recruiters
- Coordinates transportation with Director's of Program and Social Events
- Coordinates airport transportation with Director of Student Relations
- Responsible for transportation scheduling and optimization

Secretary of Human Resources – Hayes Stripling

- Responsible for recruiting staff volunteers
- Coordinates manpower with Director's of Program and Social Events
- Responsible for manpower scheduling and optimization
- Communicates schedules with volunteers



Figure 6 - Conference Hosting Committee.

From the left: Jason Hill, Vihar Bhakta, Kathryn Wright, Alissa, Stafford, Co-Chair Kim Kaminski, Co-Chair Matthew Gidden, Hayes Stripling, Darin Malik, Zach Bailey, and Alice Dale.

Budget

The proposed conference is expected to exceed 500 attendees which is fully accounted for in the budget. The anticipated record attendance is the result of the 307 students currently enrolled in Texas A&M's Nuclear Engineering Program, the economic efficiency of the proposed conference, and the growing size of nuclear programs nationwide.

With an annual operating budget of over \$15,000, Texas A&M ANS has a system in place for handling conference accounting. All transactions are routed through the Texas A&M Student Organization Finance Center (SOFC). The SOFC additionally provides the section with Tax Exempt status and independent accounts for the conference.

The conference committee has fundraising mechanisms in place and has already begun discussions with potential sponsors. Surplus revenues will be applied to student travel reimbursement and future conferences.

Expenses

	Saturday Breakfast Saturday Brunch Break		per person per person	300	\$600.00 \$900.00
	Saturday Awards Dinner	\$20.00		500	\$10,000.00
	Hospitality room	\$100.00		2	\$200.00
			1 ,	Sub Total	\$29,700.00
Events	Friday night	\$5,000.00	per event	1	\$5,000.00
	Saturday night	\$5,000.00	per event	1	\$5,000.00
	Engineering Challenge	\$500.00	per prize	3	\$1,500.00
				Sub Total	\$11,500.00
Transportation	Airport Shuttle		per hour	24	\$1,560.00
	Hotel / Campus shuttle		per hour	40	\$2,600.00
	Travel Reimbursements	\$20,000.00			\$20,000.00
				Sub Total	\$24,160.00
Facilities	Hilton Conference Center	\$3,000.00	for presentation	on rooms	\$3,000.00
	Presidential Conference Center		room and staf		\$1,950.00
	Zachry Engineering Building	free	for student gr		\$0.00
				Sub Total	\$4,950.00
Administrative Costs	Marketing (including design)	\$3,000.00			\$3,000.00
	All postings during conference	\$2,000.00			\$2,000.00
	Mailings	\$500.00			\$500.00
	Publications	\$3.00	1 0	500	\$1,200.00
	Participant packets	\$15.00	per registrant	500	\$6,000.00
	Speaker Gifts	\$15.00	per speaker	10 Sub Total	\$150.00
					\$12,850.00

Total Cost	\$83,160.00
Cost per registrant	\$166.32

Revenue

Student Contribution	Registration Fee	\$25.00	per student	500	\$12,500.00
				Sub Total	\$12,500.00
Industry Sponsorship	Tier 1	\$5,000.00	per donor	4	\$20,000.00
	Tier 2	\$3,000.00	per donor	6	\$18,000.00
	Tier 3	\$2,000.00	per donor	8	\$16,000.00
	Tier 4	\$1,000.00	per donor	10	\$10,000.00
	Tier 5	\$500.00	per donor	15	\$7,500.00
				Sub Total	\$71,500.00

Total Revenue	\$84,000,00

Proposed Dates

The conference committee has attempted to find weekends which will not conflict with local, national, and the academic schedules of expected attending universities. The climate in College Station across these dates is particularly pleasant.

The Proposed Dates are as follows:

Thursday, March 27 – Saturday, March 29, 2008

Thursday, April 3 – Saturday, April 5, 2008

Thursday, March 20 – Saturday, March 22, 2008

2001 Texas A&M Student Conference

The Texas A&M Student Section hosted the first ever ANS national student conference in Spring 2001. The members of the current conference committee are in close contact with the 2001 conference co-chairs. This level of collaboration provides support and experience for the new conference committee.

Faculty, Student, and Industry Support

All the Texas A&M Department of Nuclear Engineering faculty and students as well as leaders from industry are involved with this conference proposal. The nuclear engineering faculty has committed to hosting tours and keynoting student presentation tracks. The students have committed to the design, execution, and staffing of the conference.

The Interim Department Head and ANS Faculty Advisor's have provided letters of support shown in Appendix B. The nuclear engineering faculty and students have signed a pledge of support shown in Appendix C. Additionally, ORNL has written a letter of intent regarding the SCALE5.1 workshop shown in Appendix A.



APPENDIX A: ORNL Letter of Intent

OAK RIDGE NATIONAL LABORATORY

MANAGED BY UT-BATTELLE FOR THE DEPARTMENT OF ENERGY

S. M. Bowman P.O. Box 2008 Bldg. 5700, MS-6170 Oak Ridge, TN 37831-6170 Phone: (865) 574-5263 FAX: (865) 574-3527 E-mail: BowmanSM@ornl.gov Internet: www.ornl.gov/sci/scale

December 1, 2006

American Nuclear Society C/O Adam Shephard Texas A&M University Department of Nuclear Engineering 3133 TAMU College Station, TX 77843-3133

Dear Adam,

This is a letter of intent that Oak Ridge National Laboratory (ORNL) is interested in conducting a SCALE computer code workshop at the proposed 2008 ANS Student Conference at Texas A&M. I will serve as the workshop coordinator and point of contact information.

Sincerely,

Stephen M. Bowman SCALE Program Manager

Stephen M. Bouman

APPENDIX B: Department Head and Faculty Advisor Letters of Support



TEXAS A&M UNIVERSITY

Look College of Engineering
Department of Nuclear Engineering
3133 TAMU
College Station, Texas 77843-3133
(979) 845-4161 FAX (979) 845-6443

Nuclear Engineering Health Physics Radiological Health Engineering

February 13, 2007

ANS Selection Committee

To Whom It May Concern;

I am writing to support the proposal submitted by the Texas A&M Student Branch of the American Nuclear Society (ANS) to host the 2008 ANS Student Conference. I fully support this effort and will do everything possible to ensure that the Conference is a huge success. We are one of the largest nuclear engineering programs in the country and we look forward to showing everyone a big dose of Aggie hospitality.

I urge the Selection Committee to give our proposal careful consideration. If I can provide additional information, please do not hesitate to contact me.

Sincerely,

John W. Poston, Sr.

Professor and Interim Department Head



TEXAS A&M UNIVERSITY

Look College of Engineering
Department of Nuclear Engineering
3133 TAMU
College Station, Texas 77843-3133
(979) 845-4161 FAX (979) 845-6443

Nuclear Engineering Health Physics Radiological Health Engineering

February 12, 2007

To the American Nuclear Society Student Conference Site Selection Committee:

I am writing in support of the Texas A&M University American Nuclear Society Student Section's application to host the annual student meeting in 2008. This is the second year that they have applied and they have put together an ambitious and well thought out proposal for the next Student Conference. I strongly endorse their proposal and they have my complete support. I hope you will look favorably on this application. If you need further information, please do not hesitate to contact me. Thank you for your time and consideration.

Sincerely,

John Ford

Faculty Advisor TAMU ANS

Associate Professor

Department of Nuclear Engineering

3133 TAMU

College Station, TX 77843-3133

(979) 845-6271

APPENDIX C: Faculty and Student Pledge of Support

Faculty

I pledge my support of the Texas A&M ANS Student Chapter hosting the 2008 ANS National Student Conference Signature 22

Students

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72	Karen Koop	Ranen Dow
73	Adrienne La Fleur	Adrience Pablein
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I pledge my time and effort in support of the Texas A&M ANS Student Chapter hosting the 2008 ANS National Student Conference

2008 ANS National Student Conference			
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APPENDIX D: Milestone Planning

Deadline	Task	Responsible Committee
15-Dec-06	Appoint conference committee	Conference Chairs
	Select marketing coordinator	Communications
15-Apr-07	Setup separate accounts with SOFC	Treasury
	Elect new ANS officers and hold vision meeting	Conference Chairs
15-May-07	Finalize conference date	Conference Chairs
	Reserve hotel block and conference center	Hospitality
	Reserve all conference venues	Program Events
23-May-07	Create marketing scheme	Communications
29-May-07	Create sponsorship packets	Communications
1-Jun-07	Mail/Email sponsorship packets	Conference Chairs
2-Jun-07	Website up and running (barebones)	Webmaster
4-Jun-07	Attend ANS national meeting for division support	Various
16-Jun-07	Finalize budget	Treasury
1-Aug-07	Define topic tracks and post on website	Technical Affairs
	Hotel Information on website	Hospitality
15-Aug-07	Secure keynote, plenary speakers	Program Events
1-Sep-07	Invite judges	Technical Affairs
	Expect to have received 25% of sponsorships	Conference Chairs
	Confirm faculty session chairs	Technical Affairs
2-Oct-07	Determine judging criteria for tracks	Technical Affairs
3-Nov-07	Website updated with local information/tour details	Program Events
	Begin plans with caterers	Program Events
	Send advertising to schools/student sections	Communications
	Determine information needed during registration	Student Relations
12-Nov-07	Attend ANS Winter meeting to update on progress	Conference Chairs
1-Dec-07	Setup paypal account for conference registration	Treasury
	Website updated with flight info, shuttles, etc	Hospitality
	Determine sponsors of major events	Program Events
	Itinerary set and posted on website	Program Events
	Website registration page designed and ready to post	Webmaster
29-Dec-07	Expect to have received 75% of sponsorships	Conference Chairs
1-Jan-08	Registration opens	Webmaster
8-Jan-08	Finalize social details	Social Events
	Advertise via student listserv mailing/newsletter	Communications
8-Jan-08	Gather materials for welcome packets	Communications

	Design folders/bags and send to printers	Communications
16-Jan-08	Finalize room reservations in Zachry	Program Events
26-Jan-08	Recruit general student worker volunteers	Human Resources
1-Feb-08	Order supplies for hospitality rooms	Program Events
	Order student/speakers gifts	Student Relations
	Setup student worker schedules	Human Resources
	Order student presentation awards	Technical Affairs
	Review abstracts as received	Technical Affairs
	Finalize plans for registration desk	Student Relations
	Expect to have received 100% of sponsorships	Conference Chairs
	Confirm judges	Technical Affairs
	Confirm keynote, plenary speakers	Program Events
	Finalize career fair attendees and set floor plan	Corporate Relations
2-Mar-08	Reserve chairs/tables/dividers for all Zachry events	Program Events
	Abstract/poster submission deadline	Technical Affairs
	Assemble welcome packets	Student Relations
9-Mar-08	Conference registration deadline	Webmaster
	Finalize tour schedules	Program Events
	Print t-shirts	Communications
10-Mar-08	Notify accepted presenters	Technical Affairs
	Finalize headcount with caterers	Program Events
15-Mar-08	Send final conference program booklet to printer	Communications
	Print name badges	Communications
	Finalize student presenter schedule	Technical Affairs
	Advertise career fair in Zachry/TAMU Facebook	Communications
16-Mar-08	Gather flight information and schedule shuttles	Hospitality
	Send posters/signage to printer	Communications
22-Mar-08	Prepare boxes of materials needed for check-in	Student Relations
	Receive career fair materials from companies	Corporate Relations
	Advertise career fair in Battalion	Communications
	Give press release	Communications
13-Apr-08	Send travel reimbursements	Treasury
15-Apr-08	Send thank you letters to sponsors/judges/venues/etc	Communications
16-Apr-08	Host thank you party for all TAMU ANS volunteers	Conference Chairs
30-Apr-08	Books closed out	Treasury
2-May-08	Conference report submitted	Conference Chairs

APPENDIX E: Manpower Distribution

<u>i nursaay</u>	<u>Saturday</u>
Transportation from Airports	Transportation
1 Director of Transportation	1 Director of Transportation
10 drivers	6 drivers
Hotel Reception	Hotel Reception
1 Director of Hospitalities	1 Director of Hospitalities
2 receptionists	1 receptionist/hospitalities
2 hospitalities	Program
Welcome Reception	1 Director Program Events
1 Director of Social Events	7 Assistant Managers
3 Assistant Managers	Interviews
Food	Career Fair
Facilities	Recruiters/Judges
Hospitalities	Tours
6 all purpose Staff	Food
	Technical Program
<u>Friday</u>	Facilities
Transportation	Hospitalities
1 Director of Transportation	12 all purpose staff
10 drivers	2 audio/video
Hotel Reception	10 tour guides
1 Director of Hospitalities	Awards
2 receptionists	1 Director of Program Event
1 hospitalities	6 all purpose staff
Breakfast	1 audio/video
1 Assistant Manager	Social
2 all purpose Staff	1 Director of Social Events
Program	4 Staff
1 Director of Events	
7 Assistant Managers	<u>Sunday</u>
Interviews	Transportation from Airports
Career Fair	1 Director of Transportation
Recruiters/Judges	10 drivers
Tours	
Food	
Technical Program	
Facilities	
Hospitalities	
12 all purpose staff	
2 audio/video	
10 tour guides	

APPENDIX F: Chapter Activity 2006-2007

The Texas A&M Chapter of the American Nuclear Society functions as representation for the student body of the Texas A&M Department of Nuclear Engineering as well as a student professional society. Internally, TAMU ANS provides programs and avenues for both the enhancement of the individual and the department as a whole. Externally, TAMU ANS acts as the student interface with the Nuclear Engineering Department, companies, ANS National and the community.

Awards

2006 ANS Glasstone Award's Honorable Mention

Internal Functions

Professional Development Programs

Resume Drafting, Interview Prep, Job/Internship Search

"How to Get a Job in a Technical Profession" Seminar

Leadership Apprentice Program

Academic Development Programs

Mentor Program

Tutor Programs

Community

Intramurals

6 teams per semester

Socials

Study Break Halloween Party Sailing Trip Chili Cook Off Coast Trip

Merchandise

External Functions

Nuclear Engineering Department

Represent student concerns to the department

Companies

Recruitment

Interviews

Speakers

1 per week average

ANS National

2006 Winter Conference

20 student delegates

2007 Student Conference

Estimating 30 student delegates

Community

Science Teachers Association of Texas, Conference for the Advancement of Science Teaching

 $20^{\rm th}$ Annual American Chemical Society Chemistry Open House and Science Exploratorium

Engineering Day at the Mall

American Cancer Society's Relay for Life

Big Event Community Service Weekend

Notable Meetings

New Professor Award Development Meeting. A student driven awards program to recognize consistently outstanding professors in the Department of Nuclear Engineering.

Student Tours of Faculty Laboratories (New). With several new faculty with new labs looking to recruit student researchers, the ANS group provided interested students with tours of all the Department of Nuclear Engineering's Laboratories.

Guest Speakers