

Professional Development	Academic Mentorship	Finance	Marketing	Tech	Internal
<i>Ciara Jacobs</i>	<i>Carina Suba</i>	<i>Zeke Kelz, Dionne Yeung</i>	<i>Ethan Broaddus</i>	<i>Vikram Bala</i>	<i>Hannah Mickelson</i>
Resume Day	Majors Fair	5 Fulfilled Funding Requests	PEC Merch	SWE Recruiting Panel	Initiation
LinkedIn Photoshoot	Advanced Registration Coffee Chats	FinTech Event	Engineer Spotlight Interviews	Tech Startup Panel	Internal Coffee Chats
LinkedIn Workshop	Placement Test Info		Infographics for Posts	PEC Listserv (Opportunities)	Big Little Reveal
Alumni Panel	Website Google Form for Q&A		SEAS Merch	Revamp Website	Newbie Orientation Dinner
Internal PD Workshops	Submatriculation Panel		Quad-Board Merch	PD AM Opportunities Newsletter	Alumni and Current Mega Doc: Majors, Contacts, Experience, Clubs, Hometown, Interests and Hobbies
Conference Liasion	Upperclassmen Underclassmen Mentorship Pairing		PEC Carnival SEAS Social	Career Catalog	PEC-or-Treat Halloween Event, PECsgiving, Secret Santa
High Impact Engineering Careers (collab w/ Penn EA, SHPE, SWE, PGWISE, ASME, NSBE)			Raffle Charity Event	Crash Course Career Advice	Internal Career Fair
Public Speaking Workshop			PEC TR3K	Fin-Tech Event	End of Semester Dinner
Freshmen Summer Opportunities Panel					
<i>Key:</i>		High-Level Budget Breakdown			
<i>Completed</i>		<i>Committee</i>	<i>Allocation (defined in Sheets below)</i>	<i>Percentage of Total Allocation</i>	
<i>In-Progress</i>		PD	\$550	12.05%	
		AM	\$837.96	18.36%	
		Finance <i>external funding</i>	\$2,000.00	43.83%	
		Marketing	\$0.00	0.00%	<i>*Initiative marketing costs fall under the initiative's committee, not the marketing committee</i>
		Tech	\$210.00	4.60%	
		Internal	\$965.00	21.15%	
			\$4,563		

PD (Ciara Jacobs)			Budget		Recap		
Event Name	Date	Location	Request	Breakdown	Logistics	Good	Improvements
Resume Day	Monday, September 26th	Towne 327 Zoom	\$0		Attendees: 40 Volunteers: 2 Guest Speaker: Jamie Grant	- Good feedback from attendees - Would do with Jamie again	- Marketing (posters, flyers)
LinkedIn Photoshoot	Sunday, October 16th	Engineering Banner	\$50.00	2-day camera rental (Van Pelt)	Attendees: 50 Volunteers: 5	- High turnout - Saved money on photographer	
LinkedIn Workshop	Wednesday, October 19th	Zoom	\$0		Attendees: 25 Volunteers: 3 Guest Speaker: Dan Jansen	- Great guest speaker - Interactive 1-on-1	
Alumni Panel	Wednesday, November 9th	Zoom	\$100.00	Ten (10) \$10 gift cards for an estimated 10 external panelists	Attendees: 15 Guest Speakers: Rachel Madhogahria, Emily Cunningham, Joshua Nouriyelian, Cindy Hao		- Include non-PEC alum (through Penn Engineering Alumni Society)
Freshmen Summer Opportunities Panel	End of November	TBD	\$100.00	\$75 food incentive (Donuts, Insomnia, Tea Do, etc.) \$25 marketing (posters, fliers, etc.)			- Turnout less than ideal (week before Thanksgiving is busy - don't plan events during this week if possible)
Conference Liason	Beginning of December	TBD	TBD				
Public Speaking Workshop	Beginning of December	TBD	\$150.00	\$50 food incentive (Donuts, Insomnia, Tea Do, etc.) \$25 marketing (posters, fliers, etc.) \$75 speaker gift card (Babin)			
PEC PD Workshops	Throughout	JMHH F60	\$150.00	\$150 food incentive (Donuts, Insomnia, Tea Do, etc.)	Attendees: 20		
High Impact Engineering Careers - Collaboration with Penn EA, SHPE, SWE, PGWISE, ASME, NSBE	Thursday, December 1	Lauder Media Room	\$0.00				
			\$550				
Event Descriptions							
Resume Day	Guest speaker Jamie Grant gives advice and best practices on resume building and personal branding. In the evening, PEC upperclassmen provided personalized, one-on-one advising.						
LinkedIn Photoshoot	Provided headshots for all SEAS students.						
LinkedIn Workshop	Guest speaker Dan Jansen gives advice and best practices on LinkedIn and general personal brand-building. One on one advising with PEC upperclassmen followed.						
Alumni Panel	PEC alumni (dating back to 2017) give career advice, mentoring, and contact info for students.						
Freshmen Summer Opportunities Panel	PEC upperclassmen partner with Career Services, PURM, GRIP, and PennAbroad to inform first-years as to what opportunities are available to them in the summer.						
Conference Liason	PEC underclassmen offer and advertise high-impact and reward conferences for SEAS students.						
Public Speaking Workshop	Guest speaker Jeffrey Babin co-hosts an interactive public speaking workshop.						
Internal PD Workshops	PEC upperclassmen offer personalized PD and mentorship for PEC underclassmen after our Sunday GBMs						

AM {Carina Suba}			Budget		Recap		
Event Name	Date	Location	Request	Breakdown	Logistics	Good	Improvements
Majors Fair	Thursday, October 27th	Benjamin Franklin Seminar Room	\$137.96	\$47.96 Dunkin Donuts \$90 External Panelist Gift Cards	~30 attendees 12 upperclassmen volunteers Great internal turnout	Good feedback from attendees (lots of major switches) Great timing with advanced registration	Location was slightly difficult to find
Advanced Registration Coffee Chats	Monday, October 31st	By Participant	\$625.00	Assuming each pairing grabs coffee (41 x \$15), however, we'll likely utilize Penn Mentor Program			
Submatriculation Panel	TBD	TBD	\$75.00	\$50 food incentive (Donuts, Insomnia, Tea Do, etc.) \$25 marketing (posters, fliers, etc.)			
Upperclassmen Underclassmen Mentorship Pairing	TBD	Lauder College House	TBD				
Placement Test Info	TBD	Website	\$0				
Website Google Form for Q&A	Monday, November 7th	Website	\$0				
			\$837.96				
Event Descriptions							
Majors Fair	Upperclassmen student leaders (internal and external) offer course, career, and extracurricular advice pertaining to their major to underclassmen						
Advanced Registration Coffee Chats	Upperclassmen student leaders (internal and external) offer registration advice to underclassmen						
Submatriculation Panel	Informational session highlight submatriculation opportunities for SEAS undergrads						
Upperclassmen Underclassmen Mentorship Pairing	Long-term peer mentoring pairing for general "college life" advising						
Placement Test Info	Centralized hub for all information pertaining to placement tests						
Website Google Form for Q&A	Live Q&A form for all questions related to mentorship						

Finance {Zeke Kelz, Dionne Yeung}			Budget		Recap		
Event Name	Date	Location	Request	Breakdown	Logistics	Good	Improvements
Lilianne Sutton [AOE]	Sunday, August 28th	AOE	\$300.00	External Funding			
Pallavi Jonnalagadda [SWE]	Thursday, October 20th	Houston, Texas	\$1,500.00	External Funding			
Vincent Tiu [Individual]	Friday, September 23rd	Columbia, MIT	\$200.00	External Funding			
			\$2,000.00				

Marketing {Ethan Broaddus}			Budget		Recap		
Event Name	Date	Location	Request	Breakdown	Logistics	Good	Improvements
PEC Merch	Sunday, October 2nd	JMHH F60	\$0.00		~20 PEC hoodies purchased and distributed		
Engineer Spotlight Interviews	Throughout	Tik Tok	\$0.00		2 spotlight interviews conducted		
Infographics for Posts	Throughout	Instagram	\$0.00		Infographics for every event		
SEAS Merch	Wednesday, November 23rd	Towne	TBD				
Quad-Board Merch			\$0.00				
PEC Carnival SEAS Social			TBD				
Raffle Charity Event			TBD				
PEC TR3K			TBD				
			\$0.00				
Event Descriptions							
PEC Merch	Internal merch paid for and distributed by PEC members						
Engineer Spotlight Interviews	Highlighting engineers via Instagram and TikTok						
Infographics for Posts	Highlighting upcoming events via Instagram, Facebook, and TikTok						
SEAS Merch	**To discuss						
Quad-Board Merch	Customize SEAS merch for the quad-board						
PEC Carnival SEAS Social	Social event for SEAS						
Raffle Charity Event	PEC philanthropy event (professional development with a non-profit partnership)						
PEC TR3K	3K for engineers (split into majors)						

Tech (Vikram Bala)			Budget		Recap		
Event Name	Date	Location	Request	Breakdown	Logistics	Good	Improvements
SWE Recruiting Panel	Thursday, October 27th	Zoom	\$60.00	Six (6) \$10 gift cards for external panelists	Attendees: 40 Panelists: 6		
Tech Startup Panel	TBD	TBD	\$75.00	\$50 food incentive (Donuts, Insomnia, Tea Do, etc.) \$25 marketing (posters, fliers, etc.)			
Career Catalog	Throughout	Website	\$0.00				
Crash Course Career Advice	Throughout	Website	\$0.00				
PD AM Opportunities Newsletter	Throughout	MailChimp	TBD	MailChimp Service			
PEC Listserv (Opportunities)	Throughout	MailChimp	TBD	MailChimp Service			
Revamp Website	Throughout	Website	\$0.00				
Fin-Tech Event	TBD	TBD	\$75.00	\$50 food incentive (Donuts, Insomnia, Tea Do, etc.) \$25 marketing (posters, fliers, etc.)			
			\$210.00				
Event Descriptions							
SWE Recruiting Panel	Upperclassmen CIS majors or affiliates present on their SWE internships and offer recruiting advice to underclassmen						
Tech Startup Panel	Upperclassmen and / or guest speakers highlight their experiences in start-ups and cutting edge ventures						
Career Catalog	Catalog available to SEAS undergrads highlight career paths and outcomes for different majors						
Crash Course Career Advice	Permanent tool students can access or reference for career advising						
PD AM Opportunities Newsletter	Utilizing the PEC listserv to relay PD and AM opportunities at Penn						
PEC Listserv (Opportunities)	Building a PEC listserv to relay career and extracurricular opportunities to undergrads						
Revamp Website	Self-explanatory						
Fin-Tech Event	Work with finance to produce a comprehensive PD event at the intersection of finance and technology						

Internal {Hannah Mickelson}			Budget		Recap		
Event Name	Date	Location	Request	Breakdown	Logistics	Good	Improvements
Newbie Orientation Dinner	Thursday, October 20th	Ochatto	\$215.00	12 'Newbies' averaged \$17.92 for dinner	Attendees: 12 Newbies		
Big Little Reveal	Thursday, October 20th	3737 Chestnut	\$75.00	Snacks and soft drinks	Attendees: 24 PEC Members		
Internal Coffee Chats	Throughout (Weekly)		\$0.00		6 weeks of Coffee Chats completed		
Alumni and Current Mega Doc: Majors, Contacts, Experience, Clubs, Hometown, Interests and Hobbies	Sunday, October 9th	Website	\$0.00				
PEC-or-Treat Halloween Event	Saturday, October 29th	4047 Chancellor	\$75.00	Snacks and soft drinks	Attendees: 15 PEC Members		
PECsgiving Thanksgiving Event	Sunday, November 20th	3946 Delancey	\$200.00	Takeout and/or snacks			
End of Semester Dinner	Friday, December 9th	Ken's Seafood	\$400.00	Twenty-four (24) ppl at \$16.67 per person			
Engineering Student Spotlights			\$0.00				
			\$965.00				
Event Descriptions							
Newbie Orientation Dinner	Dinner planned solely for the new PEC class to bond and get to know eachother						
Big Little Reveal	Assigning each 'Newbie' to a 'Lin'-- hierarchy of upperclassmen designed to act as mentors in and out of the organization						
Internal Coffee Chats	Mentorship and bonding opportunity in the form of one-on-one conversations between a 'Newbie' and current PEC member						
Alumni and Current Mega Doc: Majors, Contacts, Experience, Clubs, Hometown, Interests and Hobbies	Gathering all relevant data for past and current members						
PEC-or-Treat Halloween Event	Informal bonding event themed around the holiday (open to all members)						
PECsgiving Thanksgiving Event	Informal bonding event themed around the holiday (open to all members)						
End of Semester Dinner	Final dinner for our Seniors -- also, the only entire board dinner of the semester						
Engineering Student Spotlights	Showcasing PEC members and their contributions to the organization in a given week						