



**ITE Western District Student Leadership Council**  
by Student Funding and Initiatives Committee (SFIC)  
**OCTOBER 2022 MEETING MINUTES**

Meeting Date: Wednesday, October 26th, 2022

Time: 3PM

Attendees: Meagan Chan (SFIC), Kayla Fleskes-Lane (SFIC), Kimberly Leung (WDITE), Jason Ng (CPSLO), James Umphress (OSU), Leif Tuel (OIT), Garrett Davis (Cal), Jasper Hendra (CPP), Shuan Howard (UCLA), Ryan Zapata (USC), Cameron Bennett (PSU)

- I. Introductions
- II. Overview SLC Charter
  - A. Expectations
    1. Support and mentor students main goal
    2. Quarterly meetings with SLC/SFIC
      - a) Get familiar with faces and people from other chapters
      - b) At least one representative from each school
      - c) If voting, want at least 6 schools
      - d) Additional meetings can be called to order
    3. Eventually evolve into student chapters providing advice
      - a) Funding to go around, use this as an opportunity to grow with other chapters
    4. Members
      - a) District Rep.: SFIC Members Meagan Chan or Kayla Fleskes-Lane
      - b) Meeting moderator: student chapter participant to make meeting agenda and moderating minutes
      - c) Meeting scribe: write and distribute meeting minutes

- d) Members: attend and actively participate in meetings.
- e) Spectators

### III. Updates from SFIC - Kayla

#### A. Available Resources

1. ITE Western District Student Scholarships, Awards, Initiatives:  
<https://westernite.org/student-chapter-awards/>
2. ITE Student Chapter Handbook:  
<https://www.ite.org/pub/?id=e26c2551%2D2354%2Dd714%2D5119%2Db00b9cd7a2f4>
3. ITE International high school scholarship:  
<https://www.ite.org/membership/diversity-scholars-program/>
4. ITE International info about student chapters:  
<https://www.ite.org/membership/students-and-younger-members/>
5. Student endowment fund page on the district website [westernite.org](https://westernite.org)
  - a) Typically where most news / updates that are relevant to students chapters will live.
  - b) Find requirements for data collection fund RFP, Kell Competition, Student Chapter Awards

#### B. Annual Report Requirements

1. Encourage students to submit annual report
  - a) Documents activities you've done in the past year
  - b) Due in March
  - c) \$1000 to winning chapter
2. Where the requirements live: [westernite.org](https://westernite.org)
3. [Student Chapter Manual](#)





































#### C. Data collection fund

1. New RFP finalized - coming out soon (next day or so)
  - a) Kayla to highlight deadline - DUE Mid December
  - b) \$1000 to winning chapters
  - c) Reevaluating structure of funding, SFIC open to discuss in future if additional competitions/funds would be helpful

#### D. Upcoming New Initiative

1. New Grant Opportunity in the works for funding for event you want to host that is collaborative with other student chapters, organizations, etc.

- E. MiteY Mentorship
    - 1. reach out to Jenny Tapat for any questions
    - 2. More information also available on the district website
  - F. High School ITE scholarship - reach out to people you know interested in transportation
- IV. SLS - Student Leadership Summit
- A. Host(s) for 2023 (end of January): USC, CPP, UCI
    - 1. On USC Campus
    - 2. Final date coming soon
    - 3. Weekend (2 and a half day, Fri - Sun) event
    - 4. Workshops, panels, great networking opportunity, touch point for all students to meet
    - 5. First in-person one since 2019!
    - 6. Possibly host student traffic bowl?
- V. Open Discussion
- A. Review Survey Answers
    - 1. Everyone loves connecting with other student chapters
  - B. Student Chapter Roundtable
    - 1. Pros / AOs
      - a) Student Chapter Liaisons
        - (1) Should be point of contact for guidance, give presentations, connections/contacts, advice
  - C. 2023 WD Traffic Bowl
    - 1. WD Annual Meeting is joint with International so WD student traffic bowl needs to be hosted at another time
    - 2. Possibly host it at SLS if in-person is preferred
- VI. Meeting Recap / Action Items
- A. Meeting Chair & Moderator
  - B. Action Items:
    - 1. **Jason (CPSLO)** to moderate next meeting, will send out When2Meet, **Ryan (USC)** to act as meeting scribe
    - 2. Reach out to student chapters not present at today's meeting

- |   |   |   |   |   |
|---|---|---|---|---|
|    | Meagan Chan (SFIC) (Host, me)             |     |    |   |
|    | Kayla Fleskes-Lane (SFIC)                 |      |     |  |
|    | [UCLA] Shaun Howard                       |     |    |   |
|    | Cameron Bennett (Portland State) (he/him) |     |    |   |
|    | Garrett Davis (Cal ITE)                   |     |    |   |
|    | James Umphress (OSU)                      |     |    |   |
|    | Jason Ng (CPSLO)                          |     |    |   |
|    | Jasper Hendra (CPP)                       |     |    |   |
|  | Kimberly Leung (ITE Western District)     |   |  |   |
|  | Leif Tuel- OIT                            |   |  |   |
|  | Mark Young (Cal ITE)                      |  |   |   |
|  | Ryan Zapata (USC ITE)                     |   |  |   |