CODE OF CONDUCT

68k Part Processing and Handling

Sponsor

TECT
Power

Group Members:

M.E. - Reginald Scott

M.E. - Jason Newton

I.E. – Michael Brantley

I.E. - Ryan Ferm

I.E. - Nadia Siddiqui

Mission Statement

To work together to utilize our individual skills and produce a more efficient and effective process and design to handle the 68k blades. This project will meet or exceed the expectations set forth by our industry sponsor.

Team Responsibilities

Each member, in addition to role responsibilities, will be expected to:

- Show up to meetings on time
- Give advanced notice in case of absence or tardiness
- Give an honest effort on assigned tasks
- Treat other members with respect
- Remain open-minded to ideas and suggestions
- Participate in meetings in a calm and diplomatic manner

Member Roles

Team Leader- Jason Newton

Responsible for assigning tasks, maintaining group collaboration, and ensuring all deadlines are met.

Team Liaison- Reginald Scott

Responsible for making sure the sponsor and advisors are updated and well informed about the progress and direction of the group.

Team Organizer- Nadia Siddiqui

Responsible for coordinating meetings, keeping a meeting log, maintaining all backup documents.

Team Treasurer – Michael Brantley

Responsible for maintaining the budget, logging all financial transactions, and placing orders.

Webmaster- Ryan Ferm

Responsible for developing and maintaining the project website with team information and frequent status updates.

Meeting Procedures

Meetings will be held tentatively on Wednesdays at 3:30pm in the Main PC Lab in building A. Any additional meetings, cancellations, etc. require a 24 hour notice via email and text.

Conflict Resolution

In the event of conflict amongst group members, all resolutions will be made using a "majority rules" style vote. If a consensus still cannot be reached in a civil manner, a superior will act as an outside mediator.

By signing below, I understand and agree to the terms stated above.

Name   _____   Signature_____

Name   _____   Signature_____

Name   _____   Signature_____

Name   _____   Signature_____

Name   _____   Signature_____

Date: 9/14/2011