

## Renewal Document

San Jose State University  
Biomedical Engineering Society

- Faculty Advisors Information
  - Name: Matthew Leineweber
  - Email: matthew.leineweber@sjsu.edu
  - Member ID: 25200
  
- Ten core Student Members Information
  - Maya Papez, 4014657, President
  - Naenedy Lopez, 4022348, Vice President - Conference
  - Markle Virgil Addis, 4014362, Vice President - Events
  - Conor Dean Morris, 4020890, Treasurer
  - Matthew Morano, 4021275, Secretary
  - Troy James Mallari Calilong, 4028554, Member
  - Charlie Nino, 4021225, Member
  - Juliette Noyer, 4025266, Member
  - Eyerusalem Y Abiy, 4028517, Member
  - Keith Sistoso, 4021484, Member
  
- Student Chapter Website Link
  - <https://www.sjsubmes.org/>
  
- One Free Student Membership Information
  - Maya Papez, 4014657, maya.papez@sjsu.edu

## Chapter Development Report

San Jose State University  
Biomedical Engineering Society

June 2021 - June 2022

### **Corresponding Author**

Sandra Ladjadj

Chapter Secretary

Phone: (916) 220-5566

Email: [ladjadj.sandra@gmail.com](mailto:ladjadj.sandra@gmail.com)

### **Executive Summary**

This comprehensive report details the activities of the San José State University student chapter of the Biomedical Engineering Society from June 2021 to May 2022. In the past year, the BMES SJSU chapter has invested significantly into the improvement of its many programs to better develop its members professionally and academically. Though there were some limitations due to COVID-19, BMES SJSU did its best to overcome these limitations and provide our members with the best possible experience. Due to restrictions at the school level, most events transitioned from an online format to being in-person about halfway through the year. From industry panels, networking sessions, resume workshops, and more, BMES SJSU has made student development its primary focus for the 2021-2022 school year. These professional development events prepared our members for the industry and exposed them to the many opportunities present in Silicon Valley. The many social events contributed to our members' success through personal connections and additions to their personal networks. The Outreach program's continuous efforts to reach local community colleges contributed to the students' discovery and interest in STEM-related industries. Our Mentorship program significantly benefited new SJSU students and provided a reliable, personal connection between members that we hope will last a lifetime. Though there were many challenges and limitations, we are committed to the prosperity of the BMES SJSU chapter.

June 1, 2022

**Professors**

Guna Selvaduray, Chair

Biomedical Engineering Society  
Student Affairs Committee

**Associate Professors**

Alessandro Bellofiore

Chapter Development Report Academic Year 2021-2022

Folarin Erogbogbo

Dear Committee Members,

**Assistant Professors**

Patrick Jurney

It is our pleasure to submit our Chapter Development Report for the 2021-2022 Academic Year.

Matthew Leineweber

Melinda Simon

Yun Wang

Our student members have all worked very hard throughout the year to organize numerous professional development and social events to keep our members engaged in the local, regional, and national biomedical engineering communities, despite the prevailing atmosphere of uncertainty that has surrounded our transition out of the COVID-19 pandemic. Our efforts focused on hosting in-person, virtual, and hybrid events that created increasing opportunities for face-to-face interaction while continuing to provide the safety and convenience of virtual meeting options for those who desired them. The resulting activities fostered a welcoming and educational environment that was beneficial for both our SJSU BMES Chapter members and the Silicon Valley engineering community as a whole.

**BS Programs**

Biomedical Engineering

**MS Programs**

Biomedical Engineering

Although COVID-19 travel and gathering restrictions steadily decreased throughout the year, we decided early on to once again host our showcase event, the Bay Area Biomedical Device Conference, into a virtual two-day format. This decision was made partially in response to the success of our 2021 virtual conference, and partially to ensure that we would be able to offer high quality programming even if the pandemic suddenly took a turn for the worse. Once again, our students leveraged a new virtual platform to assemble a full program of speakers and panelists from around the world to facilitate important conversations around our theme of *Engineering Solutions to Healthcare Disparities*. This virtual environment enabled us to benefit from the expertise and unique perspectives of not only engineers, but sociologists, economists, healthcare professionals, historians, ethicists, teachers, patients, and many others to find new ways of ensuring that our rapid advancements in health and healthcare are available to all, regardless of their color, sex, ethnicity, socioeconomic status, or where they call home. There was a full schedule with speakers, and 197 participants attending the online events. The "CEO Panel", our usual anchor event for our Conference, was again very successful, with practically all attendees staying until the end to hear the CEOs share their knowledge, experience, and wisdom.

We also continued to grow our Pathways in BME Seminar Series that takes place once a month on Friday afternoons. These seminars provide BME majors with a clearer idea of how they would fit in a corporate/industrial environment after they

graduate by showcasing individuals' personal stories of their journey to and through various disciplines related to biomedical engineering. These seminars have consistently drawn more than 70 students at each event, and have been well received by both attendees and presenters alike. This year's BMES team is currently working to expand this seminar series with a "spinoff" Pathways in BME Podcast where our current students, alumni, and other professionals can discuss their personal stories and experiences as a student and professional in a more informal and relaxed setting.

Throughout the year we also held monthly events to encourage more interactions among our members, and to foster a sense of community and belonging among the students, faculty, and staff of the Biomedical Engineering Department. These events consisted of both professional and social activities aimed at giving newcomers and existing members the opportunity to personally interact with one another, with faculty, and with local professionals. The BME-specific events ranged from small "Coffee with a Professor" gatherings to provide students the opportunity to connect with their professors and instructors on a more personal basis, to panel discussions with BME Alumni and professionals in the Bay Area biomedical device industry, to résumé workshops co-hosted by SJSU BME alumni and the SJSU Career Development office. Finally, BMES SJSU partnered with several other on-campus organizations throughout the year to host joint events that leveraged the strengths of each participating organization to engage with broader and more diverse audiences. These partnerships included a Paint Nite with the Black Alliance of Scientists and Engineers, middle school outreach events with the Society of Latino Engineers, and industry panels with the Society of Women Engineers and SJSU MESA Engineering Program.


Despite the restrictions due to the pandemic, as well as the uncertainties associated with the slow return to on-campus activities, the BMES SJSU executive board and club members did an outstanding job of fostering a sense of community and professional pride over this past year. This is no small feat, especially considering many of them had never had the opportunity to meet face-to-face before this year. I am looking forward to another very productive 2021-2022 Academic Year, and I am excited to see what all they accomplish.

Please let us know if you have any questions.

Sincerely,



Emad Abid  
President, BMES SJSU  
emad.abid@sjsu.edu



Matthew Leineweber, Ph.D.  
Faculty Adviser, BMES SJSU  
Assistant Professor, Biomedical  
Engineering Department  
San Jose State University (SJSU)

## Table of Contents

<b>Executive Summary</b>	1
<b>1. Administrative Report</b>	4
1.1. Abstract	5
1.2. Officer Contact Information	5
1.3. Officer Structure	5
1.4. Membership	6
1.5. Executive and General Body Meetings	6
1.6. Example Meeting Agenda and Minutes	7
<b>2. Treasury Report</b>	7
2.1 Financial Summary	7
2.2 Balance Sheet	8
<b>3. Chapter Activities</b>	9
3.1 Abstract	9
3.2 Social Activities Report	9
3.2.1 Social Activities Abstract	9
3.2.2 BMES Game Night	9
3.2.3 BMES Paint Nite	10
3.2.4 Coffee with a Professor	11
3.2.5 Bowling	13
3.2.6 Friendsgiving	14
3.2.7 Soul Food and Science	15
3.2.8 Clubroom Open House	16
3.2.9 Christmas in the Park	17
3.2.10 Valentine's Day Social	18
3.2.11 BMES Picnics	18
3.3 Outreach Activities Report	19
3.3.1 Abstract	19
3.3.2 High School and Community College Outreach	19
3.3.3 Admitted BME Spartans Orientation	20
3.4 Mentoring Activities Report	22
3.4.1 Abstract	22
3.4.2 Mentorship Program	22
3.4.3 Mentorship Meetings and Activities	24
3.4.4 Exit Survey and Impact	25
3.5. Industry and Professional Development Report	25
3.5.1 Abstract	25
3.5.2 BMES Resume Workshop	26
3.5.3 Industry Panels	26

3.5.4 Networking	28
3.5.5 BME Seminar Series	29
3.5.6 Mock Interviews	30
3.5.7 Industry Tours	31
3.5.8 LinkedIn Training	32
3.5.9 2022 Bay Area Biomedical Device Conference	33
3.5.10 BME Showcase	34
3.6. Additional Initiatives and Activities Report	35
3.6.1 Abstract	35
<b>4. National BMES Meeting and Other Events</b>	<b>35</b>
4.1. Attendance	35
4.2. Participation	35
<b>5. Future Directions</b>	<b>36</b>
5.1 Summation of Next Year's Chapter Goals	36
5.2 Outline of Goal Achievement Strategy	37
<b>6. Appendix</b>	<b>38</b>
Appendix A: BMES SJSU November 4, 2021 Meeting Notes	38
Appendix B: Example Marketing Material for BMES SJSU	40
Appendix C: Mentorship Survey	45

## **1. Administrative Report**

### **1.1. Abstract**

The following report documents the growing membership numbers, the officer structure, and the dates and statistics of meetings held within the 2021 to 2022 academic year. Executive meetings are held bi-monthly in the presence of the faculty advisors. These meetings are open to the chapter members, allowing for open discussion between the executive team and general members.

### **1.2. Officer Contact Information**

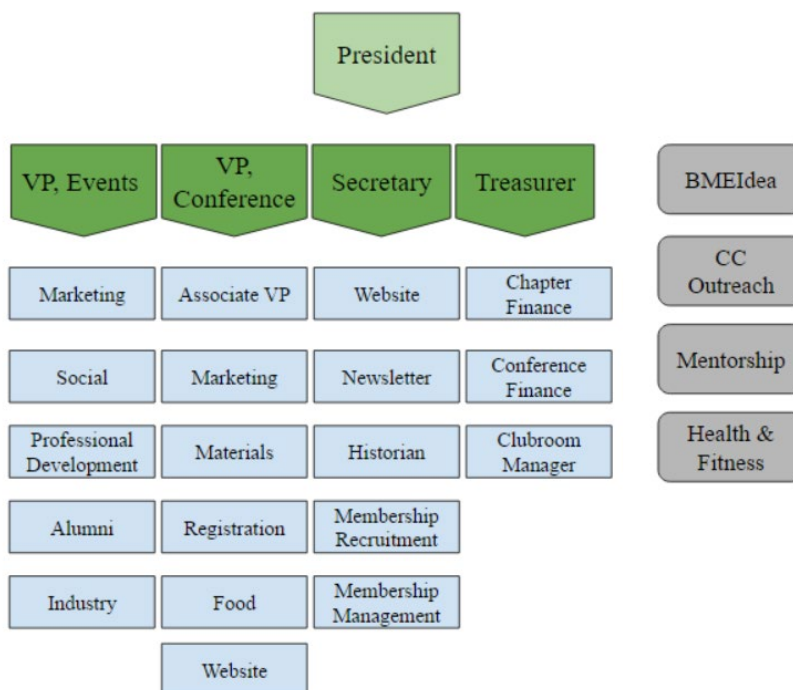
**Table 1:** Officer Contact Information

<b>NAME</b>	<b>OFFICER POSITION</b>	<b>PHONE NUMBER</b>	<b>EMAIL ADDRESS</b>
Emad Abid	President	(916) 467-0384	eabid16@gmail.com
Naenedy Lopez	Vice President - Conference	(408) 500-8246	naenedy.lopez@sjsu.edu
Maya Papez	Vice President - Events	(650) 966-4328	maya.papez@sjsu.edu
Hamza Shaheen	Treasurer	(408) 705-7408	hamzashaheen@gmail.com
Sandra Ladjadj	Secretary	(916) 220-5566	ladjadj.sandra@gmail.com
Matthew Morano	Membership Chair	(510) 945-8206	matthew.morano@sjsu.edu
Smriti Bhalerao	Mentorship Chair	(925) 428-8239	smriti.bhalerao@sjsu.edu
Saumya Baddela	Outreach Chair	(408) 784-8351	baddelas@gmail.com
Ronnielyn Reyes	Social Media Chair	(707) 567-8157	ronnielyn.reyes15@gmail.com
Donald Hanneman	Clubroom Manager	(408) 612-5033	donnyjr121@gmail.com
Harrison Hong	Health and Fitness Chair	(408) 677-6370	harrison.hong@sjsu.edu

### **1.3. Officer Structure**

Below is BMES SJSU's officer team structure. The green pentagons are the executive board positions with the respective committees they are responsible for listed directly below them. For instance, VP Events manages the marketing, social events, and professional development committees as well as reaches out to alumni whenever their value can be added. The gray rectangles are additional officer positions that are not directly tied to the executive board.

The leadership and administrative structure have continued to grow. The chapter was led by a five-member Executive Board (in green), elected by the members, and a six-member officer team, hand-picked by the executive board. The officer team, under the supervision of the Executive Board, took charge of the various programs they are responsible for. Some programs, such as Conference and Outreach, each had a committee dedicated to it.



**Figure 1:** The BMES SJSU organizational chart. The leadership team this year consisted of a five-member executive board team and a six-member officer team. Some positions had committees under them.

### 1.4. Membership

**Table 2:** BMES Membership Statistics 2021-2022

TYPE	BMES MEMBERS	STUDENTS IN DEPARTMENT	STUDENTS IN BMES (%)
Undergraduate	124	352	35.2
Graduate	17	77	22.1

### 1.5. Executive and General Body Meetings

**Table 3:** Executive and General Meeting Attendance

DATE	ATTENDANCE	MEETING TYPE
June 1, 2021	7	Executive Meeting
June 15, 2021	6	Executive Meeting
July 6, 2021	8	Executive Meeting
July 20, 2021	10	Executive Meeting
August 3, 2021	8	Executive Meeting
August 17, 2021	9	Executive Meeting



September 9, 2021	11	Executive Meeting
September 10, 2021	52	General Meeting
September 23, 2021	12	Executive Meeting
October 7, 2021	9	Executive Meeting
October 21, 2021	13	Executive Meeting
November 4, 2021	10	Executive Meeting
November 18, 2021	11	Executive Meeting
December 2, 2021	7	Executive Meeting
January 18, 2022	9	Executive Meeting
February 4, 2022	13	Executive Meeting
February 9, 2022	38	General Meeting
February 18, 2022	9	Executive Meeting
March 4, 2022	8	Executive Meeting
March 18, 2022	8	Executive Meeting
April 8, 2022	11	Executive Meeting
April 22, 2022	9	Executive Meeting
May 6, 2022	11	Executive Meeting

### 1.6. Example Meeting Agenda and Minutes

Executive meetings are held bimonthly, resulting in 22 executive meetings over the academic year. The 12th executive meeting is attached below in [Appendix A](#).

## 2. Treasury Report

### 2.1 Financial Summary

BMES had funds leftover from the previous school year, which were added to our yearly budget for the academic year. Funding was acquired by applying for various funding and grant opportunities throughout the school year from SJSU. This year, BMES was successful in receiving funding from the following grants:

1. Associated Students (A.S) SJSU Funding  
- Acquired \$750.00 for BMES Equipment  
- Acquired \$480.00 for Food
2. SJSU Student Activities Award  
- Acquired \$1,750.00 for BMES Picnic Event Celebrating the Class of 2022
3. SJSU College of Engineering Spring 2022 Grant  
- Acquired \$500.00 for the 2022 Bay Area Biomedical Device Conference

We are appreciative and thankful to SJSU and our donors for the ongoing support for the organization, and we strive to maintain a strong connection with everyone in the coming years.

## 2.2 Balance Sheet

Every transaction was recorded in our budget sheet in order to keep a detailed account of all transactions that occurred. This automated spreadsheet was able to calculate how much was deducted and how much funds are left to be utilized. Additionally, the treasurer paid close attention to who has or has not received reimbursements for their purchases, having to access as a liaison between the organization and the campus accountants.

The BMES Campus Organization Account is diligently maintained and budgeted by the Chapter Treasurer. The balance sheet for this year's account is as follows below.

**Table 4:** BMES SJSU Balance Sheet for 2021-2022

<b>REVENUE</b>	
BMES SJSU Merchandise	\$171.00
College of Engineering Spring 2022 Grant	\$500.00
SJSU Student Activities Award	\$1,750.00
Associated Students Funding 202 -2022	\$1,230.00
2022 Bay Area Biomedical Device Conference Registration	\$9,020.00
<b>Total Revenue</b>	<b>\$12,671.00</b>
<b>EXPENSES</b>	
Organizational Website Maintenance	\$116.00
Organizational Supplies/Consumables (e.g. food, markers, etc.)	\$1,526.47
Organizational Socials/Events	\$826.09
National BMES Conference Registration Fees	\$875.00
Organizational Security Camera Upgrades	\$3,175.73
Equipment	\$1,374.28
Stoles	\$4,775.41
Bay Area Biomedical Device Conference	
Conference Website Expenses	\$269.95
Materials, Speaker/Sponsor Gifts, & Shipping	\$494.07

Materials (e.g. flyers, cards)	\$150.00
Volunteer Dress Shirts	\$1,411.08
<b>Total Expenses</b>	<b>\$14,994.08</b>

### **3. Chapter Activities**

#### **3.1 Abstract**

The BMES SJSU student chapter takes pride in its community and is passionate about providing members with activities and events that can grow their character both socially and professionally. Chapter activities are designed to deepen relationships between chapter members while preparing them for the industry. Though COVID-19 obstructed in-person events for a majority of the calendar year, BMES SJSU doubled its efforts in event planning to ensure members still had plenty of opportunities to develop academically, socially, and professionally. Through resume workshops, game nights, networking panels, and more, BMES SJSU demonstrated commitment to maintaining morale and continuing development amongst its members. COVID-19 was most certainly a challenge, but BMES SJSU powered through and continued its efforts to provide for its members.

#### **3.2 Social Activities Report**

##### **3.2.1 Social Activities Abstract**

BMES SJSU's Vice President of Events is dedicated to creating engaging events for its members. These events set a foundation to develop relationships between members throughout the academic year, allowing for friendships to be built despite the limitations of COVID-19. All events were designed with growth in mind, whether its personal development, career development, or relational development with students and professors. Marketing was done through Discord, Instagram, emails, and class announcements.

##### **3.2.2 BMES Game Night**

Game night served as both an introductory and bonding event for new and existing members. It provides a light-hearted, fun event for members to network, as shown in **Figure 2**. A mix of board games such as Jenga and Uno, and online games, such as Mario Kart and Jackbox, are typically played. Members were encouraged to bring their own gaming systems, laptops, and humorous family-oriented board games to relax with their fellow BMES members. Attendance later grew as in-person events were opened, as shown in **Table 5**.

**Table 5:** BMES Game Night Attendance

EVENT	DATE	ATTENDEES
BMES Game Night (ONLINE)	9/24/21	6
	11/5/21	6
BMES Game Night (IN-PERSON)	2/11/22	9
	3/11/22	5
	4/8/22	8



**Figure 2:** February Game Night with Jenga and Mario Party

### 3.2.3 BMES Paint Nite

Paint Nite was done in collaboration with Dr. Folarin Erogbogbo, a professor from the BME department at SJSU, leading the event attendees through the creation of their painting masterpieces. A fitting way to unwind from the month, this event provided members with a unique way to bond with each other and the BME faculty. **Figure 3** illustrates an example of this, with the painting theme of the night being “imaginary animal combinations”. The Paint Nite on 10/29 was in collaboration with the Black Alliance of Scientists and Engineers (BASE) to promote biomedical

engineering and showcase the discipline. BMES SJSU provided painting supplies, meals, 3D printed models, and biomedical implants to showcase to attendees.

**Table 6:** Paint Nite Attendance

EVENT	DATE	ATTENDEES
Paint Nite (ONLINE)	9/13/21	5
	10/18/21	5
Paint Nite (IN-PERSON)	10/29/21	63
	3/4/22	8



**Figure 3:** Paint Nite March 2022 - “Imaginary Animal Combinations”

### 3.2.4 Coffee with a Professor

To encourage relationship development between students and professors, BMES hosted a “Coffee with a Professor” on a regular basis based on professor availability. In a relaxed, laid-back environment, students connected with professors as people rather than instructors as

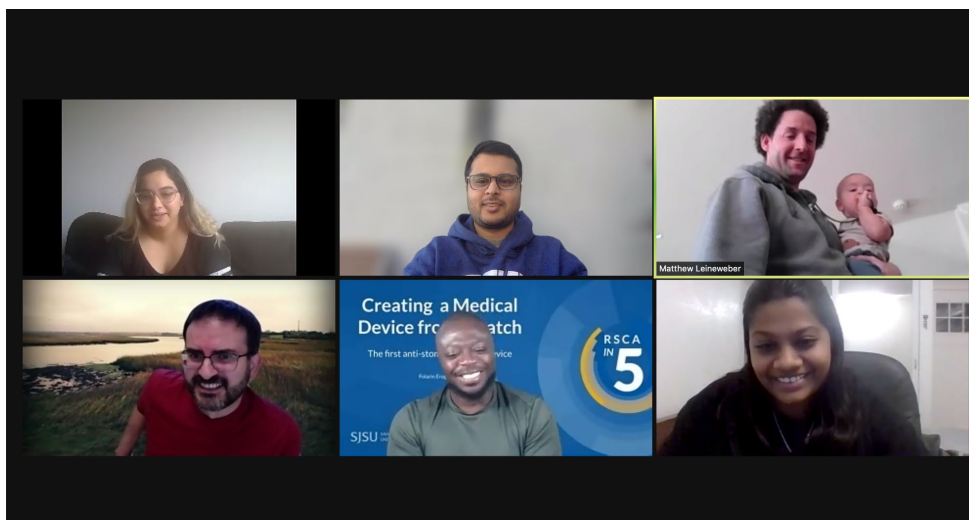
advertised in **Figure 4**. Common conversation topics include hobbies, vacation destinations, and joke contests. BMES SJSU Advisors also involve their families in this event, as seen in **Figure 5**. This is an opportunity offered to strengthen the connection between our students and the department, improving the faculty's understanding of student needs and interests during casual conversation.

**Table 7:** Coffee with a Professor Attendance

EVENT	DATE	ATTENDEES	
Online	9/28/21	Students	3
		Faculty	3
	11/9/21	Students	4
		Faculty	3
	2/24/22	Students	5
		Faculty	3
In-Person	4/18/22	Students	10
		Faculty	3



**Figure 4:** Coffee with a Professor Flier



**Figure 5:** Online Coffee with a Professor



**Figure 6:** In-person Coffee with a Professor

### 3.2.5 Bowling

A fun, interactive event, BMES SJSU treated its members to a few games of bowling followed by dinner at a local pizza restaurant. This event was intended to increase member relations through a shared experience and was paid for by BMES SJSU, with prizes being handed out to winners of their respective lanes. Friendly competition was encouraged as an incentive for students to participate. **Figure 7** shows student turnout and the three top-scoring students. The event's popularity greatly increased after the first bowling event, as shown in **Table 8**.

**Table 8:** Bowling Night Attendance

DATE	ATTENDANCE
10/27/21	17
2/25/22	30



**Figure 7:** First In-person Bowling Event

### 3.2.6 Friendsgiving

To give thanks to our members and community, the BMES SJSU chapter hosted a Friendsgiving event to combine the very best parts of Thanksgiving with the new and exciting creations of friendships. This event included board games, spike ball, and a variety of foods and drinks brought by both members and officers as seen in **Figure 8**, with **Table 9** displaying the event attendance. We hope Friendsgiving is a memory that compels our members to break barriers in meeting other people so that new friendships can form. This event will serve as a reminder to always keep an open mind and to seize the day!

**Table 9:** Friendsgiving Potluck Attendance

DATE	ATTENDANCE
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**Figure 8:** Members at Friendsgiving

### 3.2.7 Soul Food and Science

A second BMES SJSU/BASE collaboration, Soul Food & Science was a hybrid opportunity for undergraduate and graduate students from all majors and colleges within San José State to learn about STEM research opportunities on campus directly from faculty and researchers located on campus. The session was recorded for individuals who were unable to attend and provided upon the conclusion of the event, the live attendance for which is noted in **Table 10**. Researchers from multiple departments including computer engineering, physics, and chemistry presented the

premise and goals of their work and offered application information to all students who may be interested in their field of research. BMES SJSU and BASE collaborated to organize food, advertisements, and event promotions, as seen in **Figure 9**.

**Table 10: Soul Food and Science Attendance**

EVENT	DATE	ATTENDANCE
Soul Food & Science - BMES/BASE Collaboration	11/18/21	62

**BASE** | **STEM Opportunities** | **BMES SJSU**  
**GET PAID TO DO RESEARCH**  
 Opportunities from over 25 faculty

**Current Opportunities available in:**  
 Condensed Matter Physics & BioPhysics  
 Development of new antibacterial treatment strategies (organic chemistry, microbiology, biochemistry)  
 Auditory Physiology and Auditory cognitive neuroscience (Electrophysiology)  
 Fire Ecology  
 Earth science, water, soils, agriculture  
 Optical Spectroscopy, materials science  
 Nuclear Chemistry  
 Chemistry (catalysis, materials)  
 Wildland fires: remote sensing, image processing, data analysis, wildfire modeling  
 Robotics, Machine Learning, Embedded Systems, Systems and Control  
 Computational Materials Modeling and Simulation  
 Design of acoustic metamaterials using gradient based optimization, deep learning, reinforcement learning and generative modeling.  
 Modeling hearing aids  
 Bioengineering, Blood clots, Drug discovery  
 Robotics, Autonomous Systems, Deep Learning, Computer Vision, Full Stack Embedded Systems  
 Experimental testing, simulation, and data analysis for soft materials and microfluidic systems  
 Cybersecurity or ML/DL-based Network Security  
 Science Technology (e.g. renewable energy engineering, Electric vehicle technologies  
 microfluidics/tissue engineering/additive manufacturing  
 Machine Learning for Climate Change  
 Aerospace and more

**Live Opportunity Presentations**

6:00 to 8:00 pm  
November 18, 2021

Join through Zoom or ENG 336

Register NOW

Dr. Folarin Erogbogbo  
Biomedical Engineering

Dr. Anusha Yellamsetty  
Audiology

Dr. Wencen Wu  
Computer Engineering

Dr. Feruza Amirkulova  
Mechanical Engineering

Dr. Karen Singmaster  
RISE and LSAMP

Dr. Nicholas Esker  
Chemistry

AND MORE

**Figure 9: Soul Food and Science advertising material, showcasing opportunities.**

### 3.2.8 Clubroom Open House

To expose students to the BMES SJSU club perks, Club Open Houses were held. These events allowed existing members to connect with some newer faces, and it fostered interactions between members and various SJSU students. The club room was stocked with games, snacks, and drinks to provide ample socializing material while the members mingled and got to know one another. The event attendance is displayed below in **Table 11**, with **Figure 10** illustrating the turnout.

**Table 11: Clubroom Open House Attendance**

DATE	ATTENDANCE
12/2/21	32
2/22/22	32
4/27/2022	35



**Figure 10:** Members interacting within the Club Room

### 3.2.9 Christmas in the Park

Christmas in the Park is a traditional event typically held before final exams in the Fall Semester. This annual event had to be canceled in 2020 due to the COVID-19 pandemic, so its revival was quite special. A group of BMES members attended the city-sponsored event in downtown San Jose, where they walked through Plaza de Cesar Chavez and enjoyed holiday decorations, hot chocolate, and ice skating, as seen in **Figure 11**.

**Table 12:** Christmas in the Park Attendees

DATE	ATTENDANCE
12/2/21	7



**Figure 11:** Christmas in the Park attendees enjoying the night

### 3.2.10 Valentine’s Day Social

An event designed purely for fun, the Valentine’s Day Social was a day for members to let loose, hang out with one another, and do some arts and crafts. The table below displays the turnout for the event.

**Table 13:** Valentine’s Day Social Attendees

EVENT	DATE	ATTENDANCE
Valentine’s Day Social	2/14/22	13

### 3.2.11 BMES Picnics

Put together by the Health and Fitness chair, these BMES Picnics are a way for members to get active and enjoy the outdoors. Picnics are held at various locations, including parks, on campus, and at the beach. This has served as an effective way to encourage interactions and build community amongst members while getting them active. The table below displays attendance for these events.

**Table 14:** BMES Picnic Attendees

EVENT	DATE	ATTENDANCE
BMES Picnic Social	3/26/22	12
Celebrating our Class 2022 Graduates	4/29/22	72
BMES Beach BBQ	5/07/22	26



**Figure 12: BMES Picnic Celebrating the Class of 2022 Graduates**

### **3.3 Outreach Activities Report**

#### **3.3.1 Abstract**

The BMES SJSU Outreach Program is designed to inspire and educate students to pursue the field of biomedical engineering. The program aims to promote and educate others about our organization, university, and the field of biomedical engineering through presentations. The team presented to professors, teachers, and students to introduce them to the field of biomedical engineering, the program at SJSU, and career pathways in the field. This academic year, the team was able to present to students from multiple local community colleges, high schools, and even middle school students. Through this outreach program, BMES SJSU hopes to encourage students to pursue biomedical engineering, as well as bring more students to the program at SJSU.

#### **3.3.2 High School and Community College Outreach**

The BMES SJSU Outreach team is dedicated to educating local community college and high school students about the field of biomedical engineering and SJSU's biomedical engineering program. The team presented to several local community colleges and high schools in California, as displayed in **Table 15** and in **Figure 13**. The presentations include information about the field of Biomedical Engineering, opportunities after pursuing a degree in Biomedical Engineering, and specific degree requirements for the Biomedical Engineering Program at San Jose State University. These presentations allow students to learn more about the field of Biomedical Engineering as a whole, Biomedical Engineering at SJSU, and BMES SJSU.

**Table 15: Outreach Presentations at the Local Community Colleges and High Schools**

EVENT	DATE	ATTENDANCE	
		BMES SJSU	ATTENDEES
West Valley College	9/29/2021	3	25
De Anza College	10/20/2021	3	27

De Anza College	10/21/2021	3	28
Fullerton College	11/23/21	2	29
Evergreen Valley High School	3/6/22	1	48



**Figure 13:** BMES SJSU President speaking to local high school students

### 3.3.3 Admitted BME Spartans Orientation

A welcome orientation was held to welcome the new first-year and transfer biomedical engineering students to SJSU. Current students were invited to share their SJSU and BMES experience, and the event centered around explaining what BMES stands for and how it can enhance their college experience. Four students volunteered as panelists to describe the BME program in detail, including material, skill sets, and professional development opportunities. In this event, BMES took the initiative to share opportunities with 19 new potential members and provide insight that improves their experience at the university. **Table 16** lists the attendance numbers for this event, and **Figure 14** contains the overview slide presented on Zoom for the event, which illustrates many of the career areas and local companies available to BME students and graduates.

**Table 16:** BMES Welcome Orientation Attendance

DATE	ATTENDANCE	
7/29/21	BMES SJSU Panel Members	4
	Students	19



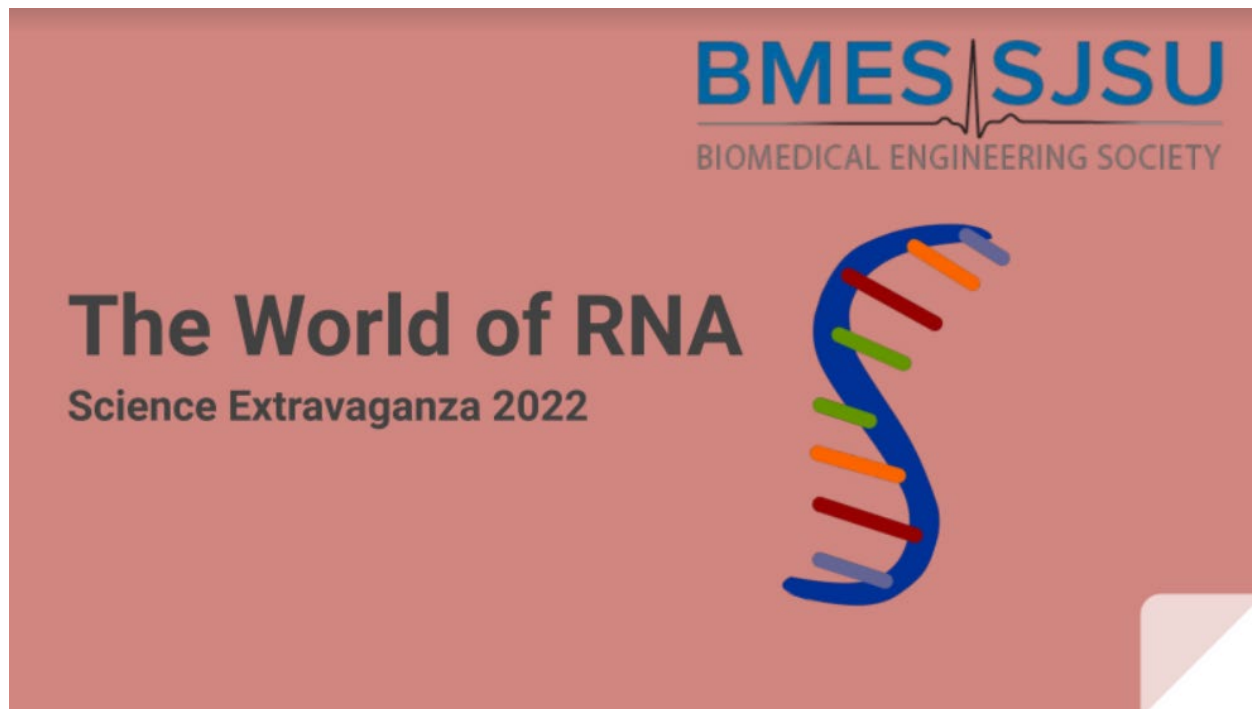
**Figure 14:** BMES Welcome Orientation Zoom Meeting

### 3.3.4 Science Extravaganza

Science Extravaganza is an event where the BMES SJSU Outreach team partnered up with the Society of Latino Engineers in the fall to help organize an event for local middle school students in the Spring. The outreach team organized and presented two activity sessions for different middle school students in collaboration with the Society of Latino Engineers and Scientists for Science Extravaganza. The team presented about the field of biomedical engineering and then focused specifically on RNA therapeutics in biomedical engineering. The middle school students first learned about the field of biomedical engineering, the basics of RNA, and applications of RNA in biomedical engineering and proceeded to play an online interactive game about RNA applications called Eterna. The activity session finished with an interactive question and answer session and a quiz bowl about RNA where students won prizes. This event allowed students to get a glimpse into the career of biomedical engineering and its applications in the field inspiring young students to pursue biomedical engineering.

**Table 17:** Attendance at Science Extravaganza

DATE	ATTENDANCE	
2/12/22	BMES Members	2
	Students	44



**Figure 15:** Biomedical Applications of RNA Presentation

### **3.4 Mentoring Activities Report**

#### **3.4.1 Abstract**

The mentorship program for this academic year was especially crucial for helping underclassmen navigate virtual/hybrid college life, connect with peers, and receive career and academic support. The chapter aimed to foster personal and professional development through learning partnerships to meet specific academic needs and priorities. It also aimed to increase participation and retention in the program and help participants feel safe and accepted into the community. Remote learning posed a challenge for many of the newly admitted students to learn about the interdisciplinary aspects of biomedical engineering and, at the same time, blend into the college culture. We tackled this issue by pairing each mentee with a mentor and by also giving mentees the flexibility to reach out to other mentors in the program for specific advising. This, along with group socials, encouraged team bondings and created close-knit networks which helped both mentors and mentees feel accepted and appreciated despite being physically separated due to the pandemic.

#### **3.4.2 Mentorship Program**

This year, the mentorship program witnessed a striking 207% increase in participation in comparison to last year. Rising from 14 participants in the previous year, the program currently has 43 participants: 15 mentors, and 28 mentees, both undergraduate and graduate students, and includes members from other engineering majors.



At the beginning of the academic year, interested members filled out enrollment forms that gathered information about members' backgrounds, professional interests, and hobbies to create effective pairs based on areas of mutual interest. In addition to a formal one-on-one mentoring structure, mentees could connect and interview with other mentors (secondary mentors to that mentee) in the program. This flexibility allowed mentees who were undecided about their future career path to explore and learn about other areas of biomedical engineering. "Mentor Introductory Posters" were created and distributed amongst mentees to help them familiarize themselves with all program mentors, as pictured in **Figure 16**. The posters included a brief introduction of the mentors along with their academic interests and hobbies. A Google Drive folder was made available to every pair where they could share and upload their meeting notes and resources. A Discord channel was set up for the members to socialize with each other and get their general questions answered on chat.



**Figure 16:** Mentor Introduction Posters

Anonymous surveys, as pictured in [Appendix C](#), were conducted after every mentorship meeting to gain feedback for the improvement of the program. Members were asked to rate their satisfaction with their respective mentors and mentees, the program logistics, and indicate how helpful the meeting was to them to help make necessary changes and provide additional support if needed.

### 3.4.3 Mentorship Meetings and Activities

All the mentorship meetings were held online through video conferencing platforms, such as Zoom, until the end of February. Mentors and mentees were given the flexibility to either continue online or meet in person.

#### One-on-one Meetings

For the one-on-one meetings, the pairs were required to meet with each other at least once per month through Zoom and update their progress in a Google Doc, called “Meeting Notes,” on their shared Google Drive folder. During the meetings, members were encouraged to discuss their academic interests, and career plans, and seek opportunities to get involved. These meetings were found to be extremely successful for the mentees to understand different areas in biomedical engineering, find on-campus jobs, and internships, and get involved in research groups. Members were required to take anonymous surveys after every meeting to help evaluate and improve the quality of future meetings. Additionally, members were encouraged to keep in touch through email or Discord to share updates and provide answers to questions with a quick touch base.

#### Group Events and Involvement

An introductory meeting, at the beginning of the academic year, was organized for all the members over Zoom to introduce themselves to the cohort and explain to them their roles and responsibilities. A Discord channel was created for all the members to interact, ask questions, and share career enhancement opportunities with other members. Large group events, known as the “Mentorship Social,” were organized on Zoom and were later hosted in-person for all the members to interact and play games, with attendance shown in **Table 18**. This was in an effort to provide an opportunity for the members to take a break from studies and feel involved and appreciated in the community, as captured in **Figure 17**.



**Figure 17.** Mentorship Social

**Table 18:** Attendance at Mentorship Socials

DATE	ATTENDANCE	
11/06/2021	Mentors	4
	Mentees	5
02/10/2022	Mentors	5
	Mentees	10
03/17/20/22	Mentors	7
	Mentees	12
4/21/2022	Mentors	3
	Mentees	2

### 3.4.4 Exit Survey and Impact

Close to the end of the program, anonymous “Program Satisfaction Surveys” were collected from the participants to evaluate the impact of the program. A majority of the members were satisfied and found the program to be effective in helping them progress in their careers. Some of the members shared their experiences and take-aways, quoted below:

*“My mentor has been one of my go-to people when I am confused with any kind of work concerning my classes, overall projects, and assignments.”*

*“She [mentor] is someone I look up to and I believe this was a great learning opportunity for me to be alongside her.”*

*“...one of the best things is that I can open up to my mentor about the struggles of balancing school life and non-school life which has been very beneficial to my overall life.”*

*“I understand the job-seeking search from a broader perspective due to the information that my mentor continually provides me with.”*

## **3.5. Industry and Professional Development Report**

### **3.5.1 Abstract**

BMES SJSU hosted numerous activities throughout the year, aimed at connecting its student members with industry professionals and other individuals and groups working in areas adjacent to biomedical engineering. These professional development events are instrumental in helping our members to develop academically and professionally as they learn more about the many facets of the biomedical industry. San Jose State University is fortunately located in the heart of Silicon Valley, providing students with easy access to a diverse group of professionals and opportunities to network. Through resume workshops, company panels, BME Career Pathway Seminars, and the annual Bay Area Medical Device Conference, BMES SJSU is continuously providing students with ways to create first-hand connections and shine in their career pursuits. Going forward, BMES SJSU will continue its dedicated pursuit of introducing members to the biomedical engineering industry through the variety of opportunities present in the Bay Area.

### 3.5.2 BMES Resume Workshop

As the first step in a series of career development activities, BMES SJSU organized a resume workshop geared toward students who were interested in the medical device and biotechnology industries. The event provided students interested in these fields targeted resume advice and feedback from professionals who are currently in or have extensive experience in those industries. Students received a pre-workshop survey to obtain demographic data where they indicated which industry career they were interested in. This indication of industry interest - such as research and development - allowed BMES SJSU to tailor Zoom breakout rooms with industry professionals within those careers to provide the most accurate feedback to attendees. A total of 9 professionals attended, who are currently employed by Avantec Vascular Corporation, Imperative Care, Varian, Cepheid, Huma.AI, Steri-Tek, and Abbott. Post-event surveys were provided to students and industry attendees, where the most common positive outcome of the workshop included targeted resume advice that students were hoping to gain from the event, in addition to new professional connections between students and industry. The Eventbrite used for RSVPs can be accessed here: <https://bmesresumeworkshop2021.eventbrite.com>. An additional workshop was held in collaboration with SJSU Tau Beta Pi, the Engineering Honors Society, in Spring 2022. **Table 19** below displays the overall Resume Workshop turnouts, with the format and professional advertisements for the Fall 2021 event illustrated in [Appendix B](#).

**Table 19:** Resume Workshop Attendees

EVENT	DATE	ATTENDEES
Medical Device & Biotechnology Industry Resume Workshop, Fall 2021	9/22/21	40
Resume Workshop Collaboration with Tau Beta Pi, Spring 2022	2/22/22	32

### 3.5.3 Industry Panels

To expose BMES members to various career paths, novel device ideas, and student-gear industry programs, BMES has organized panels composed of 3 - 5 industry professionals that answer questions based on their career trajectory and provide informational and technical presentations about the medical products they develop and produce. Many panelists were sourced directly from SJSU BME alumni and recent graduates who were excited to return and network with current students. Our members were fortunate to hear from Cepheid, OrLucent, and Inflammatrix this academic year during our panel events. These three companies presented novel devices currently in development and explained the biomedical sciences and principles behind their function. Inflammatrix also presented an opportunity to join an industry mentorship program, where students who apply are matched with an Inflammatrix professional for career and professional guidance as they progress in their post-university careers as shown in **Figure 19**. Notable alumni and past executive board members attended as alumni for the alumni panel in **Figure 18**, and a pair of professional growth professionals (Mr. Vee Arya and Mr. Jim Resonable) presented networking and career improvement tips and tricks to graduating senior students stepping foot in the industry.

**Table 20:** Panel Attendees

EVENT	DATE	ATTENDEES
Cepheid Company Panel	11/4/21	16
Orlucent Panel & Device Info Session	3/2/22	16
SJSU BME Alumni Panel	4/5/22	21
Personal Development for Professional Growth	4/22/22	59
Inflammatix Industry Mentorship Program Showcase	5/2/22	10



**Figure 18:** Alumni Panel



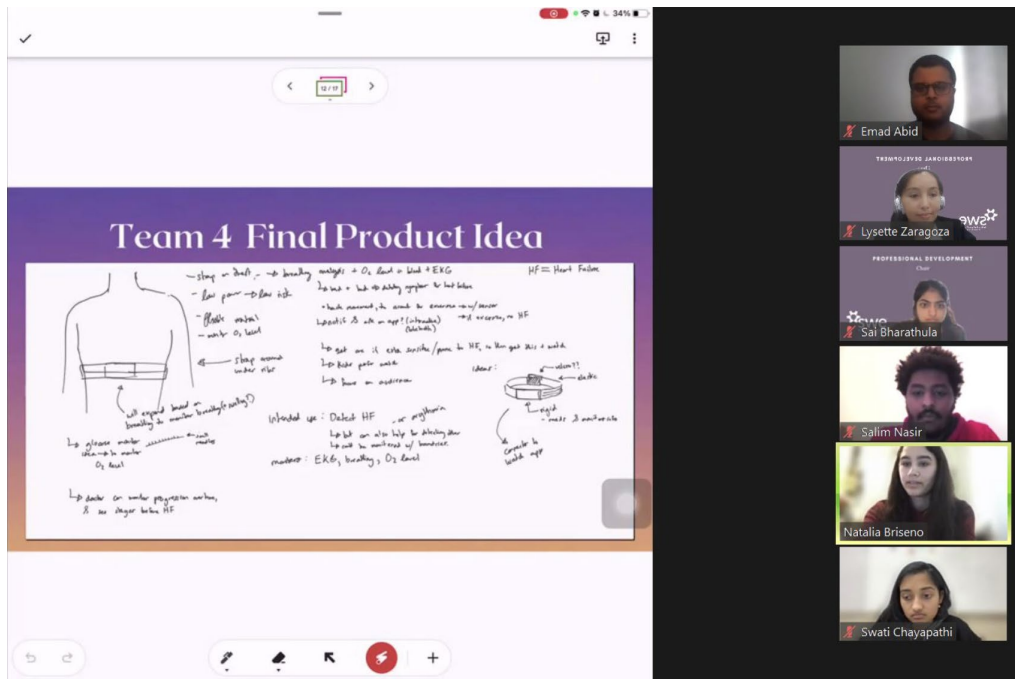
**Figure 19:** Inflammatrix Panel

### 3.5.4 Networking

In collaboration with SJSU Society of Women Engineers (SWE) and SJSU MESA Engineering Program (MEP), BMES SJSU created two separate industry networking events to provide students an opportunity to solve engineering problems with industry professionals. MEP shares a similar commitment to BMES SJSU, where they focus on increasing the number of industry-ready graduates by exposing students to various engineering disciplines and career paths. Following a device-development presentation, MEP and BMES students attended a virtual 1-hour networking session with Cepheid professionals to discuss potential career trajectories and research interests. SWE focuses on empowering women in engineering by creating a network of female students and professionals that promotes technical development and community service. In collaboration with SWE, BMES SJSU produced a networking and team-building event with 14 Abbott professionals to learn about how teamwork is involved in medical device development, especially through the ideation phase, with teams presenting their ideas as shown in **Figure 20**. BMES SJSU also attended as an exhibitor at the BIOMEDevice Conference at the Santa Clara Convention Center, Silicon Valley's leading biotechnology event attended by more than 2,000 attendees, 200 exhibitors, and 40 industry speakers. Attending the BIOMEDevice Conference allowed exhibiting members to network with biotechnology professionals and companies, and served as a way for BMES SJSU to connect with smaller companies for future industry events.

**Table 21:** Networking Attendance

EVENT	DATE	ATTENDEES
BMES SJSU x MEP - Cepheid Networking and Industry Panel	11/12/21	15
BIOMEDevice Conference	12/8/21 - 12/9/21	10
BMES SJSU x SWE - Abbott Networking & Team Building & Networking Event	3/15/22	38



**Figure 20:** SJSU BMES x SWE: Abbott Networking & Team Building & Networking Event - Team Presentations

### 3.5.5 BME Seminar Series

Every semester, in collaboration with BMES SJSU, the SJSU BME Faculty hosts a BME seminar series that highlights various professionals from the medical device and biotechnology industry. The invited speakers, who are typically SJSU alumni, industry professionals, or professors from other departments or universities, share their career stories and expose students to different career pathways in the process. These seminars were held throughout the year on the third Friday of each month, and they revealed the plethora of career options that exist in the medical device industry. Topics covered within the seminars this academic year included a showcase of Asher Biotherapeutics' cancer immunotherapies, quality professional development with Network Partners, and alumni highlights of a startup known as Anitech focused on developing medical devices for animals in need. In the table below, the attendance for each seminar series is delineated.

**Table 22:** BME Seminar Series Attendance

EVENT	DATE	ATTENDANCE
Caitlin Modestine & Gina LaBella Tulin from Network Partners on <i>The Wonderful World of Quality Awaits You!</i>	9/24/21	104
Christina Aguila from Good Food Institute	10/22/21	88
Dr. Kelly Moynihan from Asher Biotherapeutics Immunotherapy on <i>Biotechnology Startups</i>	11/19/21	81
Dr. Colwyn Headley from Stanford University Cardiovascular Institute Aging on <i>Adaptive Immunity</i>	2/18/22	94

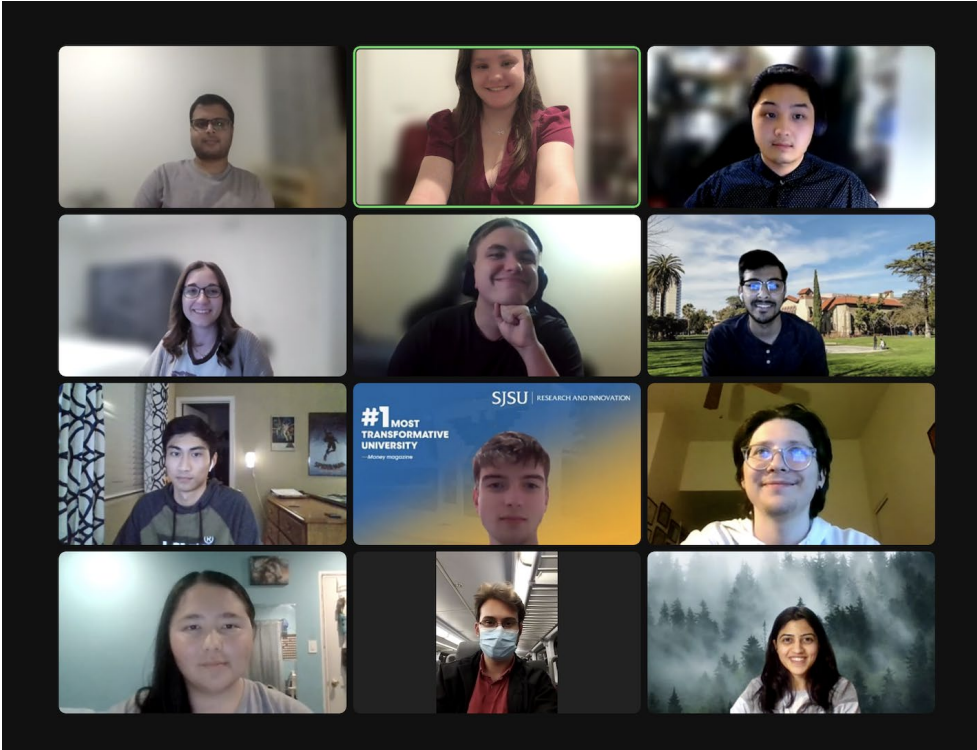
Amanda Ross from Nordson Medical, SJSU BME on <i>New Product Development, AniTech</i>	3/25/22	79
Dr. Lin Jiang from the SJSU Mech. Eng. Dept. on <i>Biomechanics of Breastfeeding</i>	4/22/22	76

**3.5.6 Mock Interviews**

With job and internship interviews on the horizon, BMES SJSU collaborated with Tau Beta Pi, an engineering honor society chapter at San Jose State, to help students hone their interviewing skills and gain confidence in answering difficult questions through mock interviews in a one-to-one or one-to-two setting. Interviewers consisted of students that had experience in interviews, with some having prior interview experience for internship roles in the medical device industry. Students were also encouraged to provide a job description of the roles they were interested in applying for so that interviewers had an idea of what questions might be asked during the actual interview. **Table 23** below displays the attendance of student interviewees and interviewers, with **Figure 20** illustrating that attendance.

**Table 23:** Mock Interview Attendance

EVENT	DATE	ATTENDANCE	
Mock Interviews Collaboration with Tau Beta Pi	3/8/22	Interviewees	12
		Interviewers	6



**Figure 20:** Mock Interview zoom session



### 3.5.7 Industry Tours

To immerse our members and help them develop an understanding of the industry, BMES SJSU set up industry tours with a variety of biotechnology companies around the Bay Area. These tours introduced members to career options, professional paths, and methods of impacting the medical device industry. Through these events, members were also able to network with professionals and gain a hands-on understanding of industry life and daily processes. BMES SJSU was fortunate enough to tour UserWise facilities in San Jose, a human factors company geared toward usability testing for medical devices seen in **Figure 21**. Additionally, BMES members were able to tour the WESTPAK facilities in South San Jose, where they learned about standardized medical device testing per ASTM and ISO standards in **Figure 22**. **Table 24** below details the tour attendance from both tours.

**Table 24:** Industry Tours

EVENT	DATE	ATTENDANCE
UserWise Industry Tour	3/16/22	12
WESTPAK Industry Tour	5/5/22	6



**Figure 21:** BMES SJSU at the UserWise Company Tour



**Figure 22: BMES SJSU at the WESTPAK Tour**

### 3.5.8 LinkedIn Training

With LinkedIn being such a valuable source for job exposure, hiring, and more, BMES SJSU felt it was important for our members to understand how to utilize the platform and set themselves up for success. To prepare the profiles of our members for conferences, networking events, and future career searches, BMES SJSU collaborated with the university’s career center for a constructive and collaborative LinkedIn workshop. After an informational presentation about the impact and effectiveness of a well-developed profile, BMES SJSU members collaborated to provide feedback to each other and helped fellow members better write and organize their About Me sections and headlines to stand out in the online job search. Students also learned about and signed up for LinkedIn learning, and began to complete courses relevant to their career paths to stand out as they apply for internships and full-time positions. **Table 25** displays the event attendance, and **Figure 23** comes from the event.

**Table 25: LinkedIn Training Attendance**

EVENT	DATE	ATTENDANCE
LinkedIn Lunch and Learn	4/26/22	14



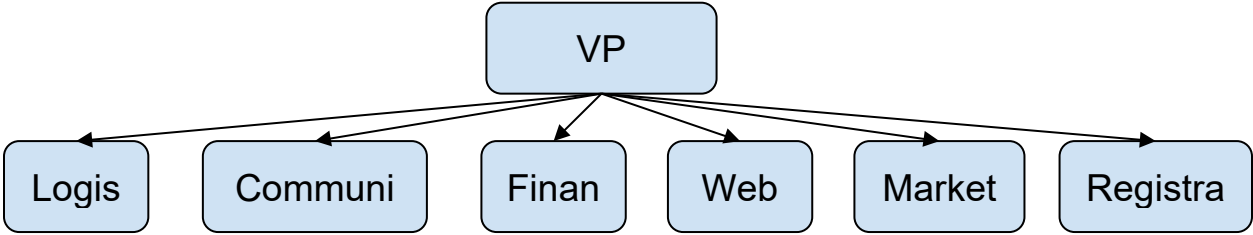
**Figure 23:** LinkedIn Training session

### **3.5.9 2022 Bay Area Biomedical Device Conference**

The annual Bay Area Biomedical Device Conference is an entirely student-run event that provides our members with an opportunity to develop important skills outside of the classroom such as communication, leadership, and working in a cross-functional team. This year, our conference team consisted of a total of 31 student volunteers, three faculty advisors from San Jose State's Biomedical Engineering department, and one faculty advisor from the University of Toronto's Mechanical Engineering department. The conference was held virtually on March 29th and 30th, 2022 theme and centered around the theme of *Engineering Solutions to Address Healthcare Disparities*. Advertising was done through digital means as shown in [Appendix B](#). From issues with racism, comprehensive diagnosing, and equitable brain sensing, this conference provided a platform for a full-scale, thorough discussion on healthcare disparities present in our current healthcare system and the solutions necessary to address these disparities. The conference included four parallel speaker sessions, two plenary speaker sessions, an industry panel, and a CEO panel which featured nineteen leaders in research and industry from the FDA, non-profits, clinicians, universities, and more. A highlight of the conference was the student poster session in which 41 groups of students from San Jose State's Biomedical Engineering department and Mechanical Engineering department, BMEidea, and other universities presented their senior projects and research. The conference had an attendance of 197 people over the course of both days and included participants from all over the world, including the U.S. Virgin Islands, Canada, and Ecuador. Also in attendance were representatives from our eleven sponsors, which included our five-year sponsor, Preclinical Consultations, and our ten-year sponsor, David Schnur Associates. Both attendees and sponsor representatives alike provided positive feedback about their experience at the conference and expressed interest in attending next year's conference. For more information on our speakers, sponsors, and student posters presented at our conference, please visit our website <https://www.biomedconference.org/>.

**Table 26:** 2022 Bay Area Biomedical Device Conference Attendance

DATE	ATTENDANCE	INDUSTRY SPONSORS	SPEAKERS	POSTERS
4/29/22 & 4/30/22	197	9	19	41



**Figure 24:** Conference committee organization

**3.5.10 BME Showcase**

In collaboration with the Biomedical Engineering department at SJSU, BMES SJSU held a BME Showcase at the end of the academic year, where Senior Design teams present their work to the broader SJSU community and local medical device industry professionals. This event was a symposium and celebration of the hard work and effort that the Biomedical Engineering students accomplished throughout their education. BMES SJSU worked on the logistics of the event, from reserving the space to creating marketing material and booklets, to being the liaison for the industry professionals who attended the event. This event resulted in a high turnout, as shown in **Table 27**, and brought the community closer, bridging the gap between students and industry. It was a fitting end to the school year ridden with online and hybrid learning with an in-person gathering that left the community inspired and reminded as to what Biomedical Engineering is all about - embracing the power to create patient impact and improve the quality of human life.

**Table 27:** BME Showcase Attendance

EVENT	DATE	ATTENDANCE
BME Showcase	5/13/22	124



**Figure 24:** BME Showcase Poster Presentations

### **3.6. Additional Initiatives and Activities Report**

#### **3.6.1 Abstract**

In line with BMES SJSU's initiative for cultivating community, there have been more efforts and initiatives to increase that presence, especially in the virtual space. An official Discord server was created to connect the members as well as the student population who are interested in all things medical devices. Over the course of the school year, this server has attracted over 300 server members. The server stays active, with people connecting with each other and interacting with one another, asking for advice, class help, or wondering more about what SJSU BMES has to offer. BMES SJSU membership also increased due to the accessibility of the server. The sense of community has grown to new heights.

With the success of the BME Seminar Series, an extension of the seminars in the form of an educational podcast has been developed by BMES SJSU. This podcast outlines the pathways a biomedical engineer can go into and how a student can make the most out of the resources in school to end up in a place where they hope to be in the industry or higher education. With the momentum of the program created, the podcast will continue in beyond the academic school year.

### **4. National BMES Meeting and Other Events**

#### **4.1. Attendance**

<b>BMES ID</b>	<b>NAME</b>
4023730	Smriti Bhalerao
4024952	Natali Pan Chaparro
4024805	Nikitha Fernandes
4022348	Naenedy Lopez
4024827	Bernice Webber

#### **4.2. Participation**

##### **Annual BMES Conference**

BMES SJSU sponsored five students to virtually attend the 2021 Annual Conference. Attending the Annual BMES Conference virtually was an extremely rewarding experience for the students. In addition to socializing with students from different Universities, the conference allowed them to learn about cutting-edge research in the different areas of biomedical engineering from conference presenters.

Although attending virtually posed a barrier to networking with a larger number of attendees, the virtual chat feature on the platform made it possible to make fewer yet meaningful connections. One of the attendees found the meeting feature on the platform to be very beneficial in having a virtual face-to-face conversation with researchers from different universities and learning about

their research. It also inspired them to apply to various institutions for graduate studies and explore other areas of biomedical engineering which they previously hadn't heard about.

Additionally, the attendees found the recordings of the sessions very helpful. It allowed them to watch the missed presentations at a later date, providing huge convenience and benefit.

#### Student Smart Stage Competition

Students found attending other BMES national events such as the Student Smart Stage competition hosted by the University of Delaware, to be a great learning experience. This competition was attended by a single BMES SJSU student in June 2021. They learned about effective techniques for writing abstracts and preparing posters for scientific conferences. Using the suggestions from this event, the student developed an abstract for the drug delivery and nanomedicine track that won first place in the competition. In addition to learning about effectively communicating scientific and engineering ideas, the event provided a great platform to network and foster relationships with students from across the country.

## **5. Future Directions**

### **5.1 Summation of Next Year's Chapter Goals**

With the university being held online, BMES SJSU's main goal was oriented around community building and developing interpersonal relationships amongst members. Virtual learning fosters a rather lonely school experience, one that lacks both social and professional development. With this being a transition year, BMES SJSU had a goal of hosting two professional and social events per month to foster relationships, add some fun to the school year, and develop our members' professional foundation.

BMES SJSU successfully hosted at least a couple of industry events per month and a few social events per month. Events had a very consistent turnout, and as events transitioned to being in person, more industry events took place with maxed-out attendance.

Membership growth from 2020-2021 to 2021-2022 for BMES SJSU was tremendous, increasing by nearly 90% from a total count of 75 to 141 members. Freshman recruitment was also significant, with freshman numbers in 2021-2022 tripling compared to the previous year. Looking forward, the BMES SJSU executive board will continue to recruit and expand membership, while keeping a sense of close-knit community within the organization.

The 2021-2022 executive board was able to complete its main goal this past year, but it is clear that undergraduates were the main group of people impacted. While this is a positive development and BMES SJSU is certain these members will continue to grow and develop, it cannot be overlooked that graduate student participation was lacking in these events.

The 2022-2023 executive board should prioritize marketing and event development to encourage graduate student participation. This would not only involve more students attending SJSU; it

would foster better relationships amongst graduates and undergraduates while preparing graduate students for their Ph.D. or their step into the industry.

## **5.2 Outline of Goal Achievement Strategy**

To achieve this goal of graduate student participation, the 2022-2023 executive board should add additional marketing materials for their events geared towards the graduate student population. Now that classes are held in person, Flyers could be posted near graduate student classrooms or lounges. Some events could involve graduate students as panelists to educate undergraduates on their possible next steps after their bachelor's. This past year's industry events centered around job searches and industry tours; it is possible that these sorts of events do not speak to the graduate population. For this upcoming year, monthly events should be planned including graduate student participation in mind.

Outside of this, BMES SJSU should continue to develop interpersonal relationships, a sense of community, and a professional foundation for its members. The sense of community is BMES SJSU's largest focus, and it should continue to be the focus for the foreseeable future. Freshman recruitment must be prioritized to continue the longevity of the club. To do so, a more focused recruitment strategy must be planned out and executed at the start of every semester.

With the focus on graduate and newly enrolled students, BMES SJSU hopes to continue developing a prospering organization and carry the chapter to new heights.

## 6. Appendix

### Appendix A: BMES SJSU November 4, 2021 Meeting Notes

Call to Order: 12:32 PM

Attendance:

- Dr. Leineweber
- Emad Abid
- Maya Papez
- Naenedy Lopez
- Sandra Ladjadj
- Hamza Shaheen
- Matthew Morano
- Donald Hanneman
- Ronnielyn Reyes
- Harrison Hong

Updates:

1. Spending boundaries
2. BIOMEDevice Conference
  - December 8-9, 10 complimentary spots with our booth
    - i. Anyone interested? Ideally looking for people who can go both days. One day is okay too
3. BMES Merchandise
  - Who can manage the disbursement of merch? If there are no volunteers I will pick someone - maya and donald
4. Developments on President's end
  - BME Graduation - Collabing with Dr. Eros on that. More to come
  - BME Tutoring - reviving in the Spring
    - i. Working with Engyin (UHS under Academic Success Team) on launching something in the Spring - meeting w/ Dept to come
  - BME Podcast
    - i. Spin on the BMES seminar series. More conversational, and focus will be on alum/MS students/faculty experience with SJSU BME and their industry experience
    - ii. Will reach out to people to help develop this
  - MS Student involvements - will talk to Dr. Bellofiore on getting engagement from them in some capacity
5. Events - Maya
  - Engineering Social Nite - How was that? Attendance numbers?
    - i. At least 40-50- The caterer had a printed sign in sheet that Eros & I forgot to collect. Overall, it was very busy and a very positive experience
  - Cepheid Panel - How was that? Attendance numbers?
    - i. RSVP Expected: 16 students
    - ii. Actual attendance: 18/20 meeting participants (All panelists & recruiter present) → 90% attendance!
  - Are you/event panel giving Ronnielyn promotional material to post ahead of time?
    - i. Yes, she contacted me about this last week and we are providing them a week in advance at the latest
  - Game Night - All set up? Advertisements out?
    - i. Yes, Sandra is hosting, IG stories scheduled for 11/4 (First one was sent 11/2)
  - Coffee with a professor - All set up? Advertisements ready?
    - i. Yes, set up, Dr. L & Bellofiore RSVP'd, Jurney/Guna/Eros are maybe. Advertisements ready & first round posted 11/2
  - MEP Collab - status?
    - i. Rich is still determining the final time (Sometime between 12:30 - 2)
  - What else is happening the rest of the semester that you are setting up?
    - i. Friendsgiving Potluck set for 11/18 in person
    - ii. Clubroom Open House & Christmas in the Park
    - iii. Any discussions with TBP?
      1. Will be reaching out to them soon to indicate interest in a collab, really packed schedule right now
    - iv. Have you received access to the LinkedIn account?
      1. Yes, found login info & successfully logged in
  - Are you working on Spring events?
    - i.
6. Secretary - Sandra
  - CDR updated? updating,
  - Who are you waiting to hear from? Coffee w prof, engineering social nite



- o BMES Repository - Updates? Will get on it next week
- 7. Treasurer - Hamza
  - o Requisitions updated/followed up on reimbursement?
  - o Budget Sheet set in stone? Not yet
  - o Where can we get stoles?
  - o Apparel quotes? Found vendors
  - o Income sheet - finished?
- 8. Conference - Naenedy
  - o Registration open? Yes! (as of Monday)
  - o Any other updates? Working on another TRIA, focusing on marketing and parallel session themes/speakers
  - o Anything else you need assistance with? No, but if any seniors want to present we are reimbursing for senior project
  - o All volunteers BMES members?
- 9. Membership - Matthew
  - o Oct reminders sent out/sheets updated? Yes, reminder emails were sent and sheets have been updated
  - o Flyers posted? Put up 20 flyers around engineering building
  - o Interest Form - How's that going? [Google form](#) created and ready to be sent out in emails, instagram, etc. [Linked to sheet](#) in membership folder and added to dept email draft.
- 10. Mentorship - Smriti
  - o Mentors/Mentees meeting up?
    - i. What's the feedback looking like?
      - 1. Feedbacks are great. Almost all the mentors took the survey. Very low responses on the Mentees side. Will send a reminder email
  - o General Meeting/social scheduled?
    - i. Sat 11/6, 12:30pm
  - o How's the Discord coming along?
    - i. Most students have been added. Still waiting for a few to share their usernames. Will wait for a couple days otherwise send them personal emails.
- 11. Outreach - Saumya
  - o What have you and your team been up to? Team-building, brainstorming for future events/Spring, making a FAQ for common questions we get during presentations
  - o Any scheduled outreach presentations? Who have you reached out to? Have not scheduled presentations or reached out since this week and the following week, my team and I have midterms. Will resume presentations after next wed
  - o Have you reached out to SOLES about Science Extravaganza? Yes, I sent an email, if I don't hear back soon I'll ping Melissa on discord privately
- 12. Clubroom Manager - Donald
  - o Clubroom in order? Discord in order? Everything in order
  - o What's fixed/added? Microwave being worked on
  - o Sign ins/outs being uploaded? yes
  - o BMES Open House - what are some thoughts? Ideas in progress
- 13. Social Media - Ronnielyn
  - o Has social media sheet been updated?
    - i. Yes, I have 2 more Instagram posts (previously advertised this week; last game night and coffee with professors) left
  - o Where is the officer introduction post?
    - i. I have all the officer intros, and will have the post done by this weekend. I'm trying to figure out a layout for instagram posts to make the feed more aesthetic, so I've been holding off the officer intro post (for now).
      - 1. Trying to have a layout where it isn't just event flyers. I want to try implementing member spotlight posts that was previously mentioned.
        - a. Thinking of an alternating layout: flyer, member spotlight/event recap (in-person event), flyer/resources/tips
          - i. Want to get more faces on BMES instagram feed
  - o Is social media being updated on time?
    - i. Yes it is. I've already reached out to Maya about sending me event flyers at least a week before the event so I can advertise it sooner and more frequently to reach a bigger audience.
- 14. Health and Fitness - Harrison
  - o How was bowling? Attendance turnout?
    - i. Turned out great!
    - ii. 17/24 attended (70%)
    - iii. Will input photos into google drive
  - o Friendsgiving - How is the event shaping up?
    - i. Planned for November 18th at 2 PM
    - ii. Need to type up event introduction (will include puns)
    - iii. Sports planned: Volleyball, spikeball, football
    - iv. Food: Party Platters or **Potluck?**
    - v. Food inside and sports outside? Or **all outside**
    - vi. Make sure to contact FD&O

## Action Items

- Emad
  - Work on projects in development
  - BIOMEDevice recruitment
  - Oversee exec/officer work
  - improve linkedin engagement with current students
  - Meet with Dr. Bellofiore on MS students involvement
  - Plan for Spring
- Maya
  - Put events out for November/December (have emad read email first)
  - Update social media tracking sheets
  - Reach out to TBP
  - DELEGATE TASKS TO EVENTS COMMITTEE
    - Don't feel like you need to take on everything, reach out to your committee for things like marketing items, updating forms, writing out skeletons of emails
  - Begin detailed game plan for the Spring - I want to see specifics
    - Should be booking professionals for Jan events in Dec, etc
- Naenedy
  - Continue working with the team on developing and marketing conference
- Sandra
  - Update CDR as planned
  - Make sure to remind event hosts what you need from them
  - Create pages on website for the repository
- Hamza
  - Process requisitions as they come
  - Get started on AS Funding
    - Confirm with Emad what we're getting
  - Make sure execs/officers understand spending boundaries
    - rational and justifiable per Tower Foundation standards
  - Get access to AS account - Emad will get you started
  - Update income sheet
  - STOLEs
- Matthew
  - Work with Sandra to link interest form on website
  - Work with Emad to get interest form sent out to the dept
  - Update membership records/relevant sheets
  - Interested in podcast development? - will talk offline
- Smriti
  - Follow up with mentors who have not indicated that they met with their mentees in October
  - Make sure mentors/mentees are meeting up for November
  - Run mentorship social
  - Start planning for in-person Spring program
- Saumya
  - Reach out to contacts for outreach events
  - Brainstorm with team on other events outreach can do - both in person and online for Spring
    - Want ideas by next meeting
  - Science Extravaganza collab
- Donald
  - Issue doorcodes as email requests come in
  - Maintain cleanliness and positive morale in clubroom
  - Active moderation on Discord
  - Work on items in the clubroom that need to be fixed/addressed
  - Start working on curating the Clubroom open house
- Ronnielyn
  - Post on social media per schedule based on the social media tracking form
    - Things you would post on Instagram should be posted on LinkedIn too starting next semester
- Harrison
  - Help Maya with events marketing
  - Sports day/friendsgiving - get people to come and set up the event

Meeting Adjourned: 1:27 PM

## **Appendix B: Example Marketing Material for BMES SJSU**

### 1. Clubroom Openhouse Advertisement



## 2. Resume Workshop Fliers

**SAN JOSE STATE UNIVERSITY'S  
BIOMEDICAL ENGINEERING  
SOCIETY PRESENTS**

**MEDICAL DEVICE &  
BIOTECHNOLOGY  
RESUME  
WORKSHOP**

A virtual opportunity for resume tips,  
tricks, and feedback!

**SEPTEMBER 22, 2021  
6 PM - 7 PM  
ONLINE ON ZOOM**

Free for all interested developing and  
current professionals

**BMES | SJSU**  
BIOMEDICAL ENGINEERING SOCIETY

**EVENT DETAILS**

**WHAT'S HAPPENING?**

Industry professionals will be matched with small groups of 4-5 university students with similar career interests

Industry professionals will provide what they believe are essential resume tips & tricks for competitive applicants

Industry professionals may also review and suggest improvements for existing student resumes

**INTERESTED?  
GET INVOLVED!**

**RSVP FOR PROFESSIONALS**

Email us at [sjsubmes@gmail.com](mailto:sjsubmes@gmail.com) to RSVP by September 18th.

Reminder emails, Zoom information, and suggested preparation, tips, and tricks to share with students will be provided!

**BMES | SJSU**  
BIOMEDICAL ENGINEERING SOCIETY

## 3. Cepheid & BMES Collaboration



4. 2022 Bay Area Biomedical Device Conference Marketing Materials



**SAVE  
THE  
DATE!**

**2022 Bay Area Biomedical  
Device Conference**

*Engineering Solutions to Address  
Healthcare Disparities*



[www.biomedconference.org](http://www.biomedconference.org)  
[info@biomedconference.org](mailto:info@biomedconference.org)

**DATE: MARCH 29-30, 2022**  
**TIME: 8 AM - 1 PM**  
**LOCATION: VIRTUAL CONFERENCE**

## Appendix C: Mentorship Survey

### 1. Mentorship exit survey

### Mentorship Meeting Evaluation: For Mentors

We would like to have your opinion of the mentor program so that we may evaluate and strengthen our program for the future. Please complete the questions below and feel free to contact [smriti.bhalerao@sjsu.edu](mailto:smriti.bhalerao@sjsu.edu) in case of any questions. Thank you!

sjsubmes@gmail.com (not shared) [Switch account](#)

\* Required

---

**Date of the meeting \***

Date

mm/dd/yyyy

---

**I met my \***

Primary Mentee

Secondary Mentee

---

**Mentor responsibilities were clearly defined \***

Yes

No

**AFTER the meeting \***

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
I feel satisfied with the mentorship program	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I feel comfortable discussing career matters with mentees	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I feel confident leading discussions with my mentee	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I gained personally from the meeting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The time we spent together was helpful for me and my mentee	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

### 2. End of meeting mentorship survey

### Mentorship Meeting Evaluation: For Mentees

We would like to have your opinion of the mentor program so that we may evaluate and strengthen our program for the future. Please complete the questions below and feel free to contact [smriti.bhalerao@sjsu.edu](mailto:smriti.bhalerao@sjsu.edu) in case of any questions. Thank you!

sjsubmes@gmail.com (not shared) [Switch account](#)

\* Required

---

**Date of the meeting \***

Date

mm/dd/yyyy

---

**I met my \***

Primary Mentor

Secondary Mentor

**AFTER today's meeting. \***

	Strongly agree	Agree	Neither agree or disagree	Disagree	Strongly disagree
I feel comfortable reaching out to mentors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am satisfied with the discussion about my career goals	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I received constructive feedback	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I feel motivated and confident	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I will be able to apply today's content to my academic or professional work.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>