

CEGSAC Executive Board Meeting

September 3, 2024

- 1- GSAC grant application [Justin]: GSAC 1st meeting of this semester this Thursday [9/5]
 - o Final review:
 - For the first application, need to make changes based on the comments
 - Prepared and finalize by Wednesday evening (9/4)
 - Need to review by President and other members can also help
 - o Deadline for submission: Sep 5
- 2- CE grant [Justin]:
 - a. Jenny to send and email that CEGSAC requested the grant
 - b. Justin will check with Jenny
 - c. Estimated date to complete: From now, it could be a month
 - d. Talked about the reimbursement process and need to take the decision
- 3- Office equipment grant [Justin]: need to talk about this one in detail (PGSG grant)
- 4- Dr. Hijjar visit (Sep 12) [David]:
 - a. Sent the invitation to different organizations and labs
 - b. BSAC: Contacted Dr. Amit Verma
 - c. Justin will help to bridge between BSAC and CEGSAC [David]
 - d. Reached out to different labs, and also, need to reach out to some of the research labs
 - e. Reply: Yes- 05 Research centers (as of 9/5).
 - f. May be, we need to some emails one-by-one after getting information from students from different areas. We did not find anyone from Environmental, Hydraulics, Geotechnical
 - g. Poster boards/easels: Check office and need to identify whether we need to borrow it from JTRP or BSAC.

- h. The event needs some volunteers for printing posters (Mithun: Sept 9/8): find the person. We need permission from Prof. Dulcy. She will give approval to Jenny/Stacy. Then we can print the posters. Deepak may help in this case.

5- Callout (September 5) [OPR]

- i. Details of the event: 5 pm, Friday, September 6
- j. Need to check the availability of the classrooms→ Hosein will check the room (before 9 am in the morning)
- k. Need to purchase some foods and drinks
- l. Flyer [OPR]: Need to send the flyer by tomorrow morning.

6- Mentorship program: Sending an email for now to find mentor and mentee. The details of the event can be finalized later.

7- OPR plans:

- a. Newsletter schedule: need to prepare and finalize
- b. Area/lab representative: We need to develop some point of contacts so that we can reach out to them for future events
- c. Activities on social media: TV, Instagram, and so on
 - i. Event circulation
 - ii. Post-event photos and videos should be posted in social media

8- Recruiting new members

- a. Reaching out to the people already signed-up:
 - i. Hosein will reach out to the candidates who showed interest to join CEGSAC
 - ii. Call for nominations
- b. Call for nomination
 - i. Available positions: VP (1), CCO (2-3), PD (1-2), SHW (1-2), OPR (1-2)
 - ii. Co-chair positions need preference by order at the beginning
 - iii. Sent an email for the nominations possibly tomorrow morning

9- Research symposium planning

10- Activity plans for Fall 24:

- a. CCO- Cultural potluck → Mithun (need to decide on the event planning: Date, location, foods)
- b. Need to reserve Corec or other places for the sport activities

11- Kicking off our events in September:

- m. one event by each committee