The meeting was held in HAMP G212 and started around 12:05pm. Jenny started the meeting the following announcement:

**Graduate Student Space:**

- It's located in HAMP 2158
- CEGSAC will be in charge of the space.
  - Make sure that undergrads are escorted by graduate students
  - Work on decorating the space
  - CEGSAC along with Jenny are working on a policy for the use of the lockers.

**Discussion Panel with GS:**

- Make sure to ask him for his availability for the discussion panel with grad students.

**Admitted Student Open House:**

- Jenny mentioned about the activities they have for the students on Friday and the social at Stacked Pickle at 6:30pm.
- On Saturday, it's planned to have a Welcome Lunch between the graduate students in HAMP 1149. The idea is to have graduate students to mingle with the new admitted students to talk about the Civil Engineering department, funding opportunities, campus life, things to do in Lafayette, etc.
- Following the Welcome Lunch, the new students will take a tour around the Civil Engineering department to look at the facilities.
- Around 10 students are needed to volunteer.

Then Emma gave a summary about the upcoming CEGSAC events for the Spring Semester:

**Research Bytes**

- Once a month

**Emerging Leader Series**

- Will be held on March 29, 2019.
The Professional Development committee is working on a new speaker. Details will be given later.

**Research Symposium**

- About sixteen representatives from industries are confirmed.
- About fifteen poster abstracts have been received.
- It is planned to be a two-hour presentation
  - Jessica asked about the time commitment
  - Emma will send another email to clarify
- The Resume Book will only be available for recruiters.
- We will need help to help on the event
  - An email will be sent to sign up for two hours.

**Architecture Tour to Columbus, IN**

- It will be on April 6th, 2019.
- About nineteen people signed up and six drivers. We will need twenty one people at most.
- Check drivers’ certificates.
- Email confirmation
- $10 fee – To confirm that people who signed up will attend.

**Outstanding Mentor**

- Nomination will be between 2/25 to 2/28
- We will need volunteers to review the nominees
- Amy will help with the plaque.
- We will need help in hosting the event.

**Attendance:**

1. Agustin Quinones
2. Yen Chen Chiang
3. Daniel Gomez
4. Amy Getchell
5. Jiannan Cai
6. Mohammadhasan Sasar
7. Romika Kotian
8. Harsh Patel
9. Jessica Eisma
10. Prem Gandhi
11. Harsh Bohrah
12. Hwa-Ching Wang
13. Behrokh Nazeri