

Meeting Minutes 6/25/15

Absent: Arthur

Symposium Notes:

Mariana: Refreshments: -Asked Stephanie to sign contract with LBC and CH. No Reply.

-Lunch/Breakfast also going to be organized by Stephanie.

Industrial Liaison: Contacting today and organizing from here onwards. Need to activate sign up link. Sydney will remind Stephanie. Not attaching an extra invitation this time

Rick: Need to contact profs for judging

Van (scheduling coordinator): Need to drive people in case weather is bad. Recruit volunteer van drivers. (Need to have Purdue official van certification). Also need to arrange parking permits for the reps.

Catering: Done with locations. Stephanie needs to sign the contracts. Working on what to serve.

Oral presentations: People can present more than once? - Let them present, there are not many.

One grad student needs to present in the symposium even after graduating, which is fine.

Hotel for keynote speaker: Don't know if Stephanie did it.

Keynote speaker: Sent the invitation. Will be talking on phone with her.

Speaker for seminar: Have a survey of topics/contacts.

Scott: Needs to make a subcommittee. Need to do for book club.

Everyone: As GSO reps, we can send emails to all the grad students.
chmegrad@purdue.edu.