

Meeting Minutes 7/15/16

1. Symposium

- i. Scott-abstract and bio sent to Publications coordinator
- ii. Publications-number of copies for books (potentially have department pay for them)
- iii. Refreshments-breakfast and coffee have been ordered. PMU catering has full sheet cake with custom graphics (\$70 per cake). Menus are mostly set.
- iv. Industrial Liaisons-10 representatives amongst 5 companies so far. Second round of contacts coming up.
- v. Posters-31 posters submitted so far. Refer to last year's abstract book for author format. Author affiliations should be on posters.
- vi. Judging-no postdocs have submitted. Will judge group and individual posters the same. Copy of judging criteria can be provided to poster submitters. Profs Gounder and Liu have confirmed judging. Recap of broad oral presentation topics/categories and will be roughly evenly split. Final criteria to be sent out to group.

2. Officer updates

- i. Scott-funding updates from the department. Master's students continue to be invited to all events. Will need to eventually consider speakers for seminar. Choices sent to head for final approval.
- ii. Rick-take pictures of the entire receipt with the proof of payment. Must also be itemized. \$9 recovered from credits.
- iii. Claire L-no updates. Possibly look into workshop events.
- iv. Ishant-no events scheduled for summer.
- v. Jeremiah-updated officers on GSO poster. Need to see if Andrew will take over for Aditya.
- vi. Claire N-will not be here for the day of the additional poster session but will handle emails.
- vii. Joe-kickball and watching was a success. Potentially show Olympics events but rooms will be taken up as classes start.
- viii. Ryan-booked the shelter at Happy Hollow Park for picnic.
- ix. Sudarshan-complaint received about order processing