

Meeting Minutes 7/28/16

1. Symposium

- i. Rick-officers are using Google drive version of task sheet. Review of draft abstract book. Word or character limits for next year. Work on uniform indentations.
- ii. Send copies of abstract book to department electronically. Resume books will be provided only after registration.
- iii. Judging-only certificates on cardstock. Printing of materials will occur along with abstract and resume books. 5 faculty (Profs. Agrawal, Morgan, Liu, Gounder, Caruthers) and 3 postdoc judges. Will not judge within own categories. Judging Excel spreadsheet on group drive to show prizes.
- iv. Industrial Liaisons-11 reps are registered. 3M, BASF, BASF Corp, Exxon, P&G, Sabic, Dow. Two more interested reps. P&G rep would like a 3-day parking pass.
- v. Packets-abstract book, resume book, judging cards/instructions. Potential other free goods (e.g. pens and chocolate bars).
- vi. Refreshments-will need to plan for at least 75 people for the mixer. Limit mixer to speakers. Purdue Catering will get back about coolers.

2. Officer updates

- i. First year representatives-expect to be able to get master's students into the picnic with department's budget. Corwin will look into getting a bus for transportation.
- ii. Joe-will need to plan block party. Poll to check what people want to watch for Olympics.
- iii. Jeremiah-still need some remaining bios for website