

Meeting Minutes 8/4/16

Symposium is in two weeks! Business casual dress code.

1. Symposium

- i. Scott-12-14 representatives expected. First years and poster presenters will not be attending the mixer. Poster presenters will be invited to banquet. Dr. Kim will provide money for prizes
- ii. Publications-about 20 copies to be printed. Will also be printing certificates. Get list of companies for acknowledgments.
- iii. Industrial Liaisons-no word on late registrations
- iv. Judging-criteria sent to judges for posters.
- v. Packets-newsletter, candy bar, notepad, sticky notes, pens, and flash drives can be provided. Prepare 20 representative packets for the mixer. Nametags for presenters on day of Symposium.
- vi. Refreshments-cake has been designed (2 for \$140). Final counts for food to be provided by next Friday.
- vii. Posters-printing was not included in last year's budget.
- viii. Ishant and Arthur Shih have volunteered to drive vans.
- ix. Google doc for proctoring sessions.

2. Officer updates

- i. Introduction to Andrew Radcliffe as sports chairs. Possibly intramural volleyball.
- ii. Scott-budget proposal is due tomorrow. Fall meeting times every other week and poll to be sent out. One of the seminars will cover diversity; looking for topics.
- iii. Rick-no updates
- iv. Jeremiah-need to get more pictures. Look into internal payments for GSO poster. Updated website with archive page for old meeting minutes.
- v. Ishant-no updates
- vi. Swapnil-no updates
- vii. First year reps-Potbelly for catering should fit in budget but need to include delivery charges. Bus will be provided for 55 people. Start the mentor/mentee program earlier. Scott, Ryan, and Abhijit will need to show up on August 15 for first year introduction at 10:00 AM.
- viii. Joe-Olympics watching is planned but need another to pick up pizza (Claire N has volunteered). Can show two different events simultaneously. New students will be invited. Pizza and drinks for block party (will be 149 on the orientation week schedule).
- ix. Claire N-no updates

Next meeting will be next Friday.