

Meeting Minutes 8/12/16

Symposium is in six days!

1. Symposium

- i. Scott-39 yes for mixer and 63 yes for banquet as of now (including faculty). 14 reps have registered across 11 companies. Feedback survey will be sent by email.
- ii. Publications-submitted abstract and resume books for printing. For next year, send schedule of Symposium.
- iii. Packets-will receive abstract and resume books (also on flash drives). Judging cards will be provided at the talks. Think about other things to provide to keynote speaker. Bags have been chosen.
- iv. Refreshments-banquet should increase number of people to 85. Ordered same amount of food as last time. Talk with Jeff Valley for tables and chairs. Make sure that vegetarian options are labeled.
- v. Industrial liaisons-list of reps is available.
- vi. Posters-will need volunteers to set up on Wednesday night after TA orientation. Posters in portrait might overhang the board.
- vii. Instructions need to be sent to presenters and also proctors.
- viii. Officers should be at Carnahan Hall for mixer at 6:30 pm. Dress code is business casual. Parking passes should be available at mixer. Be here at 7:30 am for breakfast. Scott will give awards for oral presentations and Claire N will give awards for posters. Send concise schedule to department.
- ix. Meeting to discuss proctoring? Each proctor was responsible to email presenters.
- x. Think of changes to symposium for first meeting after semester starts.

2. Officer updates

- i. Scott-diversity seminar on gender bias awareness in September. Response to funding proposal expected today. Officers should finish meeting poll by first day of classes. Try to be flexible.
- ii. Olympics viewing today.
- iii. Claire N-setting up Murdock for this fall. One event will be Halloween themed.
- iv. Andrew-will go to Co-rec to see what opportunities.
- v. Jeremiah-thanks to Scott for updating the pictures on the GSO poster which has been sent to Jason Davenport for printing.
- vi. Ishant-no updates
- vii. Claire L-will be responsible for setting up the industrial poster session. Would like to run the English speaking program (once a month). The program should be emphasized to first year students. Possibility to merge with other engineering departments. Work on Truth and Beauty.
- viii. Swapnil-no updates

3. Orientation week

- i. Picnic-all food has been ordered. 3 or 4 first year students will have to get rides.
- ii. GSO officers may show up to first meeting with first year students on Monday.
- iii. Block party will at 149 S 3rd St from 6:00-8:00 pm next Friday. Officers should show up at 5:00 pm to set up. Carpooling for block party.