

4 June 2019

Presiding: Jessica Torres

Attending: Dr. Morgan, Bev, Clayton G, Ayse, Apurva, Carly, Xiao, Weilee, Anna, Kurt

Absent: Vik, Kaustubh, JT

1. Jess contacted Umesh (not available)
 - a. Ayse will contact Chris Burcham at Eli Lilly
2. Symposium Prices need to be edited for \$500 except for new attendees

Symposium

3. Bev, Clayton, and Carly discussed emails to send out
 - a. Speakers email are sent out
 - b. Resume and poster templates will be hashed out and sent out later
 - c. Poster session (low turnouts)
 - i. Only 2 responses hopefully more will follow
 - ii. Sending Posters to Jason (~1 week before symposium to print out)
4. Bev- reserved rooms for Reservation
 - a. Fraternity G140 booked for almost entire day
 - i. Ask them to move it somewhere else
 - b. Moving the symposium speaker to afternoon?
 - i. 2:30 – 5:00pm time slots (used to be 9-9:45)
 - c. Ribbons for name tags is easy to get (name tags can be printed out in office)
 - d. Bev's asking about parking passes
 - i. Get from main office
5. Side effect for 4% (no refunds are allowed)
 - a. No alternative pricing is allowed (No 2nd person pricing allowed)
6. Ayse- Looked for industry liaison volunteers
 - a. Apurva, JT, Kaustubh, ans Weilee
 - b. Start sending out emails
7. Anna emailed people at Outpost about menu/ catering
 - a. Catering lunch / breakfast
 - b. ~40 people instead of ~80 estimate
8. Xiao- set up poster session
 - a. Poster stands (we have our own)
 - i. Jeff & Nick to move tables and poster stands
 - ii. Conferences isn't involved in this
9. Ribbons/Name tag? → Apurva
 - a. Faculty, presenter, poster presenter, industrial representative, (ribbons for GSO officers)
 - b. Name tag supplies will be checked by Bev
10. Apurva- GERI and Engineering for Girls
 - a. May not happen this year
 - i. Signing up isn't available this year
 - b. Murdock is always on Mondays

- i. Negotiate to move to different days?
 - ii. Seminars? Thursdays? (avoid seminar)
- 11. Carly- Covered general events to do with 1st years
 - a. Planned events for upcoming summer, fall, and spring
 - i. Fall- Mentor vs Mentee Showdown, ice cream social, and lunch go-outs
 - ii. Spring- Docs for guide to be a researcher
 - b. Survey questions: when to send out pairings for mentor mentee programs
 - i. Response- to
- 12. Payroll/Business office are decentralized from school as it will be done through departments
- 13. Xiao- Two seminars
 - a. Future faculty Event (Fall) (historically 2 a year)
 - i. Anyone can talk about (generally young faculty)
 - ii. Different themes: How to find a postdoc, how to prepare your materials for applications (any faculty can do that)
 - b. Truth and Beauty Seminar (Spring March or April)
 - i. Anyone who wants to do it!
- 14. Anna asked Akriti about number of events a semester
 - a. Reserved time for Food bank (twice a week)
 - b. 2 clothing drive (Fall and Spring)
 - c. Ordering Mugs
 - i. New quotes?
- 15. Kurt- has dates for events
 - a. Baseball game 7/2 or 7/11 (needs scheduling in advance)
 - i. Located in Lafayette
 - ii. \$2 concessions for 7/2
 - iii. 7/11- \$2 drafts and \$4 domestic beer
 - b. Prophetstown Hike 6/14
 - c. Coffee Break 6/10
 - d. Beach Volleyball tourney 6/22
 - e. If other officers have notion of events occurring
 - i. Let Kurt know what dates will be unavailable
- 16. Clayton talked to Blake
 - a. Asked about GSAC meeting
 - b. Qualtrics survey
 - i. What is the order/ process of submitting comments and suggestion to survey
 - ii. Will bring comments to graduate faculty meeting