

GSO Meeting - 29th July 2021

**Symposium Format**

**THURSDAY AUGUST 19**

Confirmed Schedule:

Time	Event
9:00 - 10:00	Keynote Speaker
10:10 - 11:50 (25 m per: 15/5/1)	Oral Pres I
12:00 - 12:45	Lunch/Break (Have SpatialChat open for those wanting to mingle?)
12:50 - 2:20	Poster Session (SpatialChat)
2:30 - 5:00 (25 m per: 15/5/1)	Oral Pres II
5:00	Closing Remarks (Paulina and Daniel)

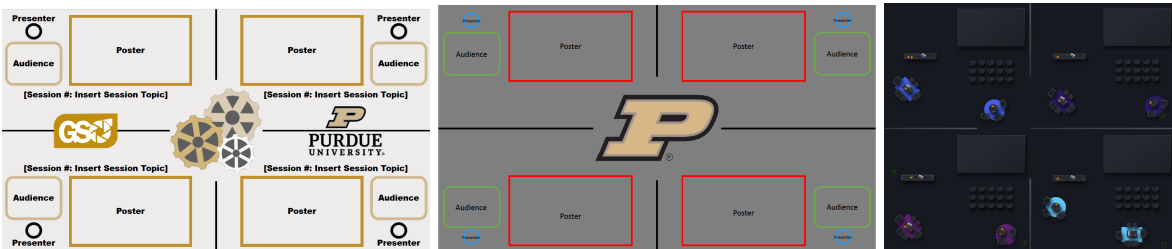
**Representatives currently signed up:**

Name	Company
James Marek	AbbVie
Christopher Burcham	Eli Lilly
Chad Mossak	Evonik
Jayachandran Devaraj	Corteva Agriscience
Rick Ray	Corteva Agriscience

**Tasks from last week:**

- Get presentation schedule from scheduling coordinator (Sydney, Anne, Bev)
  - **Will be finalized today 7/15**
  - **Last 4:36 pm**
- Send reminder email about upcoming deadline of resume submission (Bev, Sydney and Anne)

- **Reminder was sent to submit abstracts + resumes 7/15**
- **Waiting on one abstract. All else has been received.**
- Generate detailed presentation schedule and send to publications coordinator B (Bev, Sydney and Anne)
  - 22 speakers, have 2 rooms per session w/ 5 or 6 per room
  - Will need 4 proctors for 1 h 25 min or 1 h 45 min each
  - Categories will be: material science, pharmaceuticals, biotech, energy/process intensification, fluid dyn & interfacial phen, cat & rxn eng and misc.
- **Working on a form.**
- Plan awards dinner menus with the rest of GSO, including vegetarian, vegan, gluten-free and meat options (Jiselle)
  - **Need estimate for vegetarian/vegan meals for no additional charge no closer than a week before symposium**
- Choose and contact 3 judges for the poster session per category. We generally have three differing faculty - last year we had an emeritus professor, a tenured professor, and a newer professor. Post-docs are being included to expand the potential for volunteers (Montgomery, Melissa)
  - Reminder email was sent 7/28 but still only 5 have volunteered as of 7/29
- Bump those on industrial contact list who have not responded or RSVPed (Montgomery)
- Print sample certificates (Melissa)
  - Printing in Bev's office + certificate holders
- Secure gift for keynote speaker (Paulina)
- SpatialChat Background (Montgomery and Daniel)
  - Survey: <https://forms.gle/F6aitPfSe8oD8fTGA>



### Tasks for next week:

- Daniel H. Have final list of representatives attending symposium
  - Monday August 9th
- Daniel H. Form list of companies attending symposium (need for abstract book)

- Monday August 16th send the pdf, have the list 9th
- Ilke Remind students to submit the posters, remind them of the correct format. Group the posters in fours for the Spatial chat
- Paulina:
  - Send out reminder email for RSVP to those who received invitations
  - Email faculty with brief schedule (mixer information, keynote, student speeches, banquet information), remind about RSVP, list of industrial reps, and attach day schedule and student talk schedule
  - Email students with brief schedule, remind about RSVP, remind about biz cas, and attach day schedule and student talk schedule with reminder to forward to anyone I missed and request to let me know
  - Email first-years with welcome, information on symposium, brief schedule, remind on biz cas, and attach day schedule
- Alex Compile the resume book
  - Resumes will be ready tomorrow
- Begin to assemble abstract book (Zuhal and Montgomery)
  - Already begun
- Montgomery, Zuhal, Paulina Proofread printed abstract and resume books
- Zuhal Get list of companies attending symposium from industrial liason head
- Zuhal compile abstract books
- Slack/Spatial Chat:
  - Links in abstract book
  - Slack - only for general questions/technical difficulties/
  - Webex - question asking
  - Finalize the guides
    - Send August 16th
  - Finalize the backgrounds for Spatial Chat
  - Create Slack channel
    - [https://join.slack.com/t/purduechegsos-jan6144/shared\\_invite/zt-trdweu-2c-XeFAp8\\_pl\\_nZz17fY0iHTw](https://join.slack.com/t/purduechegsos-jan6144/shared_invite/zt-trdweu-2c-XeFAp8_pl_nZz17fY0iHTw)
- Jiselle: estimate number of people for dinner

### **Officer Updates:**

- VP/Treasurer (Daniel):
  - [Events Google Sheet](#)
  - GSO Google calendar access
    - [marsing.melissa93@gmail.com](mailto:marsing.melissa93@gmail.com)
    - [anneetherserban@gmail.com](mailto:anneetherserban@gmail.com)

- Co-Curricular (Ilke):
- Communications (Alex):
  - None
- First Year Representatives (Melissa & Anne):
  - Updates on Mentor-Mentee program
    - 22/32 mentees and 31 mentors
    - Working on pairing them up
    - Waiting for schedule before planning other events during orientation week
  - 1st Year Picnic on August 16th from 12-2pm at Cumberland Park
    - Pending SAO approval
    - Catering: the Outpost
    - Funding: department → approved by Dr. Kim
  - Bowling will be held on August 5th from 7-9pm at the Rack and Roll
  - Summer picnic was held on July 17 from 11am-2pm in Pickett Park
    - Reimbursement pending
- Outreach (Ara):
- Safety (David): Safety committee meeting two Fridays ago.
  - Ramp restriction only applies to **FULL** liquid N2 tanks.
  - Gas cylinder/tank SOP will be reviewed by the Committee.
  - Nothing submitted to the anonymous link since March/ April...
    - Link:[Online Survey Software | Qualtrics Survey Solutions](#)
    - To provide suggestions and comments about any aspect of the Chemical Engineering department or graduate school (such as the graduate program or safety concerns), please fill out this anonymous form.
  - Upcoming safety moment slides during seminar
    - Need topic ideas!
  - Upcoming ChESS webinars for Fall (looking to host 2 webinars)
    - Need topic ideas!
- Social Chair (Zuhal):
  - Volleyball tournament
  - Coffee break
- Sports (Bereket):
  - No updates.
- Student Advocacy (Sydney):
  - Budget item: \$50 bookshelf for community bookcase in grad lounge?
    - Surplus Store

- Sustainability (Jiselle):
  - Food Finders: August 7th at 11:45 - 2 PM **(1 spot left!)**
- PGSG (Montgomery): None
  - PGSG will resume September 1st
- President (Paulina):
  - In person meetings will resume
  - August 5th we will meet via spatial chat!
  - Budget (due August 6th): event ideas
    - Lunar New Year Celebration
    - Origami Night
    - Taste of [country]
    - Karaoke
    - Cricket Game
  - Held qualifier Q&A panel
- Staff Advisor (Bev):
- Faculty Advisor (Dr. Morgan):