

## ChE GSO Meeting Agenda, 6/7/2022

### 1. General GSO Business (20 minutes)

#### . Old Business

- . Add gmail addresses to the indicated space on the agenda (5/31/22) to be added to the Google calendar yes hello

#### a. Officer Updates

##### . Vice President/Treasurer (Jiselle):

- 0. How to submit requests for reimbursement
  - . Receipts must be itemized
  - a. Receipts must list proof of payment. If you don't have it, I will need a bank statement
    - 1. Budget transparency
  - . Overall Budget
    - a. No club funding
    - b. Social and outreach → event costs
    - c. \$5100 budget
    - d. \$5521 in checking acct.
  - 2. [Events Sheet](#) (Add every event, and add attendance!)
  - 3. Please reply to \*\*\*ACTION\*\*\* GSO Receipt Reimbursement email if you have not already and anticipate hosting events that need reimbursement.

##### i. Co-Curricular (Tyler):

- 0. None

##### ii. Communications (Mahit):

- 0. Update officers on the website.
  - 1. Announce new officers on social media.
  - 2. Insta: **chegsopurdue**.

- . Montgomery will share login information

##### iii. First Year Representatives (Ajay & Michael):

- 0. Get email list for incoming graduate students from Bev
  - 1. Update the first year booklet

- . This should go out in early June since there is a housing shortage and first years should be informed as soon as possible

##### iv. Outreach (Kurt):

- 0. None

##### v. Safety (Jackson):

- 0. Office Cleanup delayed since forever??????????????
  - 1. Dungeon Cleanup by august

##### vi. Social Chair (Angelique):

- 0. Start planning summer hike
  - 1. Any other social event recommendations

- . Mahjong

- a. Poker tournament
- b. Game night

2. Co-host 1(?) event per semester per club

vii.Sports (Melissa):

0. Sent survey for event interest

. Plan to host an outdoor event this month

1. Volleyball Tourney → Open it up to all!

. Rec League too!

a. Double check w/GSO

2. Avaitors baseball game for summer

. \$10/ticket

a. \$8/ticket if over 20

b. Choose a date

.June 22, June 24 , June 23, July 7, July 14, July 21

c. Potential fundraiser

5	6	7	8	9	10	11
@ DANVILLE	@ ILLINOIS VALLEY	VS. JOHNSTO WN	VS. JOHNSTO WN	VS. DANVILLE	@ CHAMPIO N CITY	@ CHAMPIO N CITY
12	13	14	15	16	17	18
@ TERRE HAUTE		@ DANVILLE	@ SPRINGFI ELD	@ SPRINGFI ELD	VS. CHAMPIO N CITY	VS. ILLINOIS VALLEY
19	20	21	22	23	24	25
@ TERRE HAUTE	@ ILLINOIS VALLEY		VS. NORMAL	VS. CHAMPIO N CITY	VS. JOHNSTO WN	VS. JOHNSTO WN
26	27	28	29	30	1	2
VS. WEST VIRGINIA	VS. WEST VIRGINIA	@ CHAMPIO N CITY	@ WEST VIRGINIA	@ WEST VIRGINIA		

3	4	5	6	7	8	9
@ CHAMPION CITY			VS. NORMAL	VS. CHILLICOTHE	@ TERRE HAUTE	@ DANVILLE
10	11	12	13	14	15	16
VS. CHILLICOTHE	VS. DANVILLE	@ DANVILLE	VS. BURLINGTON	VS. BURLINGTON	VS. CLINTON	VS. CLINTON
17	18	19	20	21	22	23
@ TERRE HAUTE		@ ILLINOIS VALLEY	@ NORMAL	VS. WEST VIRGINIA	VS. TERRE HAUTE	VS. CHAMPION CITY
24	25	26	27	28	29	30
VS. WEST VIRGINIA		@ CHILLICOTHE	@ JOHNSTOWN	@ JOHNSTOWN	@ JOHNSTOWN	@ JOHNSTOWN

## FUNDRAISERS

\$4 from each ticket sold by your group is donated to your organization.

Here's how it works:

- Contact the Aviators office to select your game date.
- Remit a payment of \$100 to reserve your seats.
- The Aviators will provide a promo code you can distribute to anyone who is interested in supporting your organization.

Also, on game night, your organization may participate in a marketing table on the stadium concourse and will be recognized on the stadium video board.

To book your fundraiser or to learn more contact [alexandera@lafayettebaseball.com](mailto:alexandera@lafayettebaseball.com).

### i. Student Advocacy (Anne):

0. Need to set up new link
1. Permission to send emails to students? → Already sent to Bev.

### ii. Sustainability (Dharini):

0. Order mugs - 35 students

### iii. PGSG (Annie):

0. N/A

### iv. President (Montgomery):

0. Meet with Dr. Kim about symposium and Semester budget for GSO

### 1. Social media policy

- . All posts must be approved by GSO prior to release
  - .Events should be promoted before the event with past event photos and a post-event post should be made with images taken at the event
- a. CC Montgomery if you are going to send pictures of me!
- b. Ask Ara about Solar Rollers Pictures
- c. Grad Picnic - 22nd of June [Bev will send things out]
  - v. Staff Advisor (Bev):
    - 0.
  - vi. Faculty Advisor (Dr. Morgan):
    - 0.

### 1. Symposium (40 minutes)

- . **Planning Updates**
- .Event has been listed with Conferences (Montgomery)
  - 0. Montgomery has signed the contract which will now be forwarded to Dr.Morgan, Bev, etc. → will be revisited
- i.Sent email re: Symposium speakers (Melissa)
  - 0. Need to send email to professors as well
- a. Assignments**
- .Contact local hotels to set aside a block of rooms - 20 rooms (?) (Bev/ Anne/Melissa)
  - 0. Union
    - 1. Holiday Inn
    - 2. Hampton Inn
    - 3. Hilton Garden Inn
- i.Start catering bookings (Kurt)
  - 0. Mixer
  - . Outpost @ Purdue Room (can reach out to Jiselle's Outpost contact from last year's award dinner: **Tracey Vaughn**, outpost@outpostcatering.com)
  - a. Ripple & Co.
    - 1. Awards Dinner (~100 people)
  - . Union
  - a. Hotel conference center (?)
  - b. Lafayette Brewing Company
  - c. Walt's
  - d. Outpost
  - e. Other
    - 2. Lunch on Thurs.
  - . Outpost
  - a. Other Places?
    - 3. Coffee

- . Outpost!
  - a. Starbucks
  - b. Panera
  - c. Other Places
4. Breakfast
- . Panera
- ii. Finish Industrial Liaison email draft (Jiselle)
  - iii. Meet with Travis/Purdue for Life to expand industrial Liaison contact list (Montgomery/Jiselle)
    - 0. Maeve Drummond @ CISTAR → maeve@purdue.edu
  - iv. Send request for poster session (Tyler)
    - 0. Proposed symposium responsibilities timeline:
      - . 6/8 - Send out request for posters
      - . Does anyone have a copy of last year's email? If not, I can contact Ilke.
        - a. Monday 7/18 - Posters due
      - . Gives 4 weeks to get posters in
        - i. Gives us 4.5 weeks to finalize placement
          - 1. Excel sheet says we used our own poster stands last year. Do we still have these?
          - 2. Send email with professors and speakers
  - v. Meet with Dr. Kim for approval on draft Symposium budget (Montgomery/Jiselle/Dr. Morgan/Bev)
    - 0. Branded shirts for the GSO officers
      - . Magnetic name tags????? Used to have them but they can be reused.
      - . New ones???
      - a. Long sleeves? Half zip? Polo?
      - b. New business/Suggestions**
      - . Should university PIs be asked to join for postdoc position recruitment?
        - 0. Ad thing for open postdocs?
- c. Other**
  - . GroupMe, Whatsapp