



Davidson School of  
Chemical Engineering



**Meeting Minutes – Chemical Engineering Graduate Student Organization (GSO)**

**July 11, 2024, 10:30 AM – 11:30 AM**

**Meeting Location: Forney Hall of Chemical Engineering 3062B and via Zoom**

**Attendees:**

Sarah Gustafson – President

Zachary Beickman

Sameera Vellore

Isaac Timmer

Bev Johnson – Staff Advisor

Katherine Young

Wei-Ling Huang

Dr. John Morgan – Faculty Advisor

Ashutosh Bhadouria

Anurag Ramesh

Zachary Hillman

Megha Das

Esra Ulgey

Dalton Yu

Samantha Jernigan

Sameera Vellore

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**ChE GSO Meeting Agenda, 7/16/2024**

**Symposium**

**Planning Updates:**

1. Keynote Speaker:
  - a. Dr. Hariprasad J. Subramani
  - b. Received bio (and picture) and abstract
  - c. Hotel/transportation
  - d. Need to procure gift
2. Oral Presentations

- a. Sign up sheet is [here](#) - 14 signed up
- b. Abstract/resume template to be sent out after first deadline
- i. Deadline 19th
  - c. Start schedule planning - should be simple since same number - group according to research area
    - 3. Poster Presentations
      - a. Sign up sheet is [here](#) - 41 signed up
      - b. Two poster sessions - 21 each - how do we want to split
  - ii. Split research areas and amounts group/individual posters
  - ii. Judges - follow up post-docs this week
    - 4. Industrial Representatives:
      - a. Returning Companies (<https://cvent.me/35B9I7>):
        - i. Lei Zhang from ExxonMobil**
        - ii. Patrick Stenger from Procter & Gamble**
  - iii. Verbal confirmation from Abbvie (probably 2)
  - iv. Dr. Hari from Chevron**
  - v. Two verbal confirmations from Corteva (Rick Ray and Jeremy Arvay)
    - b. New Companies (<https://purdue.ca1.qualtrics.com/>):
      - i. One verbal confirmation
        - 5. Venues
          - a. Last year - 14 presenters, 34 posters, 10 representatives, 6 companies, 14 GSO members
          - b. This year - 14 presenters, 41 posters, x representatives, 14 GSO members
          - c. Mixer - Ripple and Co - same menu as colloquium? Scale for #?
  - i. PDF of colloquium menu, Outpost menu that night
    - d. Dinner - RatPack booked for dinner - Outpost, same as last year - only beer/wine
  - i. Outpost menus from last year

## Assignments

1. Update website with online registration/link to conferences page (Samantha)
2. Send follow-up abstract/resume request this week (7/19 deadline, 7/26 for stragglers) (Bev/Katherine/Ashu)
3. Send email by 7/12 reminding information for posters due 7/19 (Megha) (7/26 for stragglers)
4. Sending follow-up email to post-docs requesting judges for poster session (Sameera)
  - a. Goal - 12-20 judges - really push for post-docs
5. Schedule planning oral presentations - draft for next week (Bev/Katherine/Ashu)

### **Upcoming Symposium Tasks:**

- Once deadline (7/3) has passed, we will look at doing numbers for venues - discuss further next week
- Follow up industry emails July 29th and July 30th extending deadline to Aug 9
- Follow up industry emails August 6th saying final call
- By end of July, have both poster sessions assigned (mix of research areas and equal amounts group/individual posters)
- Make a hotel recommendations document? (Sarah G.)
  - ~week before symposium
- Symposium booklet - a group to help put it together
- Proctor information - putting together proctor folders

### **Officer Updates**

- Vice President/Treasurer (Zach):
  - If you have receipts for reimbursements, please send them as PDFs to me, it makes things a lot easier on my end ☺
  - If you are running events, please put them here on this spreadsheet to make them easy to track
    - **ADD YOUR EVENTS PLEASE**
    - [https://docs.google.com/spreadsheets/d/1MHI1-IvFhifr82LjsiZE4pdrT8Rej9FNcyA0uR\\_7o4o/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1MHI1-IvFhifr82LjsiZE4pdrT8Rej9FNcyA0uR_7o4o/edit?usp=sharing)
- Co-Curricular (Megha):
  - N/A
- Communications (Samantha):
  - GSO Poster is being printed
  - Updating Website
- First Year Representatives (Sameera and Isaac):  
chmegrad@purdue.edu
  - Mentor-Mentee forms have been sent out
  - Mentees - 26 responses
    - 2 deferred until next year
    - 3 PMRI (Sam Angus as mentor? Michael W)
  - Mentors - 39 responses
  - APF form for mentor-mentee social ( ask Esra and Zach )
- Outreach (Zachary):
  - Working on APF
- Safety (Wei-Ling):
  - N/A

- Social Chair (Sarah F.):
  - APF for august coffee social will be sent out soon!
  - Figured out multiple people who live at launch. Planning to include trivia to help the room mingle
    - Esra - Savoie group contact at Launch - he said yes (wow)
    - Catherine said she could be our contact at Launch

- Sports (Ashu):
  - Fall semester schedule:
    - weekend events have more turnouts (+plus better availability for me)
    - Starting heavy events (more time on everyone's hands)

Saturday, August 24, 2024	3-5pm	Basketball	Corec
Saturday, August 31, 2024	5-7pm	Soccer	Corec
Saturday, September 7, 2024	4-6pm	Indoor Volleyball	Corec
Saturday, September 21, 2024	4-6pm	Esports Event	PMU
Saturday, September 28, 2024	7-10pm	Bowling	PMU
Saturday, November 16, 2024	4-6pm	Table tennis	Corec

- Will submit APFs once all okay on these dates :)

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- Student Advocacy (Anurag):
  - Scheduled emails
  - Anonymous survey form created.
  - Published live link
- Sustainability (Esra):
  - 2nd emails sent to industrial reps
  - At the end of July: Order mugs - 47 students (order 50?) - should be ordered **this summer** so that they can be distributed in the fall
    - Will decide the design and color and quote
- PGSG (Katherine):
  - First senate meeting is the first week of September
- Diversity, Equity, and Inclusion (Dalton):
  - Encourage GSO Officers and Grad Students for seminars to bring in their mugs!
  - DCC - Diversity Culture Club - Montgomery? and Dave Corti
- President (Sarah G.):
  - Budget
    - Event-planning roles (social, sports, outreach, DEI, sustainability) - plan year of events and create budget for the year as soon as possible

- We will look at numbers in context of GSO budget and discuss in near future
- Meeting with BOSO to clarify expectations
- Out of town - next two meetings attending via Zoom
- Staff Advisor (Bev):
  - Online orientation for students
  - Plan First Year Picnic
  - First Year Reps plan
- Faculty Advisor (Dr. Morgan):

**Action Items:**

1. Work on symposium upcoming deadlines (see above)
2. Meet with prior officer in your role (if you haven't already)
3. Communications: Upload meeting minutes
4. Let Sarah G. know about upcoming events for Summer (Date, time, and event)