



Davidson School of
Chemical Engineering



Meeting Minutes – Chemical Engineering Graduate Student Organization (GSO)

July 23, 2024, 10:30 AM – 11:30 AM

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

Attendees:

Sarah Gustafson – President

Anurag Ramesh

Zachary Beickman

Zachary Hillman

Sameera Vellore

Samantha Jernigan

Isaac Timmer

Esra Ulgey

Bev Johnson – Staff Advisor

Sameera Vellore

Katherine Young

Wei-Ling Huang

Dr. John Morgan – Faculty Advisor

Excused:

Ashutosh Bhadouria

ChE GSO Meeting Agenda, 7/23/2024

Symposium

Planning Updates:

1. Keynote Speaker:
 - a. Dr. Hariprasad J. Subramani
 - b. Received bio (and picture) and abstract

- c. Is there a Purdue guest code at Purdue Union club (Autograph) hotel?
- 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 - 10/21 each - how do we want to split
- i. Split research areas and amounts group/individual posters
- ii. Judges - sent a follow-up email last week, only 5 have signed up so far, 8 total
 - 1. Sending another follow-up email, include deadline (end of next week? Aug 2nd?)
 - 2. Reach out to post-docs in your research group?
 - 3. Signed up so far - Dr. Hebner, Dr. Schultz, Dr. Bernal Sanghyun Ahn, Sanghyun Ahn, Suman Debnath, Viswanath Pasumarthi, Junkai Xie, zhao826@purdue.edu, Aishwarya Menon
- 4. Industrial Representatives:
 - c. Returning Companies (<https://cvent.me/35B9I7>):
 - i. Lei Zhang from ExxonMobil**
 - ii. Patrick Stenger from Procter & Gamble**
 - iii. Saurin Rawal from Eli Lilly & Co**
 - iv. Dr. Hari from Chevron**
 - v. Verbal confirmation from Abbvie (probably 2)
 - vi. Two verbal confirmations from Corteva (Rick Ray and Jeremy Arvay)
 - c. New Companies (<https://purdue.ca1.qualtrics.com/>):
- vii. One verbal confirmation
 - 4. 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. Send follow-up abstract/resume request this week (7/26 deadline for stragglers) (Bev/Katherine/Ashu)
2. Send email this week reminding information for posters due ASAP (7/26 deadline for stragglers) (Megha)
3. Sending follow-up email to post-docs requesting judges for poster session (Sameera)
- a. Goal - 12-20 judges - really push for post-docs
4. Have both poster sessions assigned (mix of research areas and equal amounts group/individual posters) (
5. Letter from president for abstract book (Sarah G.)

Upcoming Symposium Tasks:

- Review budget with new Ripple quote as well as correct Outpost quote - Bev has updated budget she will send
- Follow up industry emails July 30th extending deadline to Aug 9
- Follow up industry emails by August 6th (ideally August 5th) saying final call
- 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, judging cards for oral presentations
- Judging clipboards - list of posters for each judge, judging cards/papers,
- Name tags for everyone involved with symposium (presenters, etc.)

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-JvFhifr82LjsiZE4pdrT8Rej9FNcyA0uR_7o4o/edit?usp=sharing
- Co-Curricular (Megha):
 - N/A
- Communications (Samantha):
 - GSO Poster is posted
- First Year Representatives (Sameera and Isaac):
 - chmegrad@purdue.edu

- Mentees - 35 responses
 - 2 deferred until next year
 - 3 PMRI (Sam Angus as mentor? Michael W)
 - Mentors - 39 responses, will work on assigning mentors this week.
 - Outreach (Zachary):
 - Requested event form to schedule in Ideal Logic
 - Approved last night
 - Safety (Wei-Ling):
 - N/A
 - Social Chair (Sarah F.):
 - APF for august coffee social will be sent out soon! (first week of school?)
 - Do I need an apf for the block party? Friday before classes
 - 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 is okay on these dates :)
 - Comments
 - Labor day weekend - probably avoid?
 - I think a lot of international peeps stay over so a low key event might work?
 - October - no events? Maybe move one September event to October
 - I have conferences in Oct. lol I cant host/pla :))
- Student Advocacy (Anurag):
 - Scheduled emails
 - Anonymous survey form created.
 - Published live link
- Sustainability (Esra):
 - No specific update for this week :)

- 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
- 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)