



Davidson School of
Chemical Engineering



Meeting Minutes – Chemical Engineering Graduate Student Organization (GSO)

August 5, 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
Wei-Ling Huang

Dr. John Morgan – Faculty Advisor
Esra Ulgey
Samantha Jernigan
Zachary Hillman
Dalton Yu
Megha Das

Excused:

Katherine Young

ChE GSO Meeting Agenda, 7/30/2024

Symposium

Planning Updates:

1. Keynote Speaker:
 - a. Dr. Hariprasad J. Subramani
 - b. Received bio (and picture) and abstract
 - c. 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. Do we have all abstracts/resumes? - yes!

3. Poster Presentations

- a. Sign up sheet is [here](#) - 41 signed up
- b. **Lots of missing information**

i. Send email for poster information - hard deadline August 5th, otherwise poster is removed

- c. Two poster sessions - 20/20 each

i. Split research areas and amounts group/individual posters

ii. Judges - 3 faculty, 9 post-docs

- 1. Signed up so far - Dr. Hebner, Dr. Schultz, Dr. Bernal Sanghyun Ahn, Suman Debnath, Viswanath Pasumarthi, Junkai Xie, zhao826@purdue.edu, Aishwarya Menon, Hansol Wee

[Poster Session Judging \(Responses\)](#)

14 individual... each judged 3x, 42 -

iii. Poster Layout: [Symposium 2024 Posters Layout.docx](#)

- 1. Keep group posters together? Keep research areas together

d. Email presenters with which session they are in (this week or next?) - when are they setting up their posters? Overtop each other, or one on each side? When/how are we setting up poster stands?

i. 3-4 min poster presentation

ii. Stands - Wednesday night

iii. Hang the posters - ~10 min before - both sessions - group posters over - at 10:45a, before the keynote address

iv.

d. Email judges with poster session assignments - two emails, one this week? Monday? And then second email day before

v. 2 more judges - Bev will ask -

vi. Monday send out email assigning poster session - include Outlook invite for 2 hour time period

4. Industrial Representatives:

f. 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. Hariprasad Subramani from Chevron

v. Ryan Ellis and Pelin Su Bulutoglu from Abbvie

vi. Two verbal confirmations from Corteva (Rick Ray and Jeremy Arvay)

f. New Companies (<https://purdue.ca1.qualtrics.com/>):

vii. Ahmad Alkukhun from Intel

4. Venues

a. Last year - 14 presenters, 34 posters, 10 representatives, 6 companies, 14 GSO members

b. This year - 14 presenters, 41 posters, 7 representatives, 6 companies, 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. Have both poster sessions assigned judges (Thursday/Friday) (Sameera)
2. Verify 3-4 min poster presentation with Dr. Morgan
3. Oral presentation judging cards, Proctor information - putting together proctor folders, judging cards for oral presentations
4. Judging clipboards - list of posters for each judge, judging cards/papers
5. Send invitation to faculty
6. Send email to confirmed industrial reps Monday (Sarah G.)
7. Email poster presenters with information (Megha) today or tomorrow
- a. Business casual
8. Reminder email poster presenters Wednesday (Megha)
9. Make numbers for poster boards, including A and B differentiators for poster sessions 1 and 2 (Megha)

Upcoming Symposium Tasks:

- Emails requesting bios from presenters (Bev)
- Parking - department has parking passes, administrative office assigns
- Make a "map" document where everything is (Sarah G.)
 - ~week before symposium
 - Include info for parking passes/interview rooms for Friday
- Symposium booklet - a group to help put it together - week of symposium
- Name tags for everyone involved with symposium (presenters, etc.)
- **Put poster stands up Wednesday night (everyone)**

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

- Co-Curricular (Megha):
 - N/A
- Communications (Samantha):
 - GSO Poster is posted
- First Year Representatives (Sameera and Isaac):
 - chmegrad@purdue.edu
 - We sent out the Mentor-Mentee list. Ice cream social on 08/14/24 - 3-5 pm ?
- Outreach (Zachary):
 - Ideal Logic approved
 - Waiting for APF approval
 - Contacting Murdock itself
- 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:

Saturday, August 24, 2024	3-5pm	Basketball	Corec	\$	30.00
Saturday, September 7, 2024	4-6pm	Indoor Volleyball	Corec	\$	20.00
Thursday, September 12, 2024	6-8pm	Soccer	Corec	\$	20.00
Saturday, September 28, 2024	7-10pm	Bowling	PMU	\$	100.00
Saturday, November 9, 2024	4-6pm	Esports Event	PMU	\$	30.00
Saturday, November 16, 2024	4-6pm	Table tennis	Corec	\$	20.00

- **All APFS submitted and approved (waiting for room reservation confirmations)**

- Will complete posters and send them out to Sarah G and Samantha
- Student Advocacy (Anurag):
 - Scheduled emails
 - Anonymous survey form created.
 - Published live link
- Sustainability (Esra):

- Final reminder emails sent out today
- 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
 - Working on finding an awesome quote
 - Will decide the design and color
- 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.):
 - Keys - have been trying to contact Jeff Valley (unsuccessfully)
 - 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
 - Spreadsheet for first years projects? Timeline to send?
- 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)