BGSO Meeting Minutes

December 12, 2016

**Officers in Attendance**

Bethany Blakely, Mark Hawk, Benjamin Gombash, Elvin Morales, Mauna Dasari, Sage Davis

**Members in Attendance**

Chissa Rivaldi

**Faculty/Advisors in Attendance**

Dr. Rebecca Wingert

**Meeting Agenda**

Things to talk about

1. Ice Skating event
2. Charity events
3. The next Biological Sciences graduate student meeting

**The Next Biological Sciences Graduate Student Meeting**

Earlier in the semester we had discussed having BGSO be a center piece of a graduate student meeting. Unfortunately, having a fairly full agenda, we were unable to get a portion of the last meeting. Dr. Wingert would like us to have a portion of the next meeting, in January. BGSO and recruitment will be major foci for this meeting.

There is a feeling that there is a negative sentiment towards the required meetings, and there could be negative aspects of BGSO being a major focal point of these meetings

Having a meeting once per semester is something that Dr. Wingert thinks is a good idea, and since it is happening, we should take advantage of it, and Dr. Wingert thinks that BGSO is important

If the meetings continue to be negatively received, we may want to re-evaluate

There is the possibility that these get the word out about us better, and our elections are not typically competitive, so this meeting could be beneficial for getting the word out about BGSO

We may also make professional development a big part of this meeting

1. What are your plans post degree?
2. How can we help you get that?
3. Are there events/activities/etc. that we can put on to help you achieve these goals?

Getting a sense of what people want to do after their degree will help us focus our professional development activities in areas that we know students are interested in

Could there be a better way to collect information? Perhaps a good form rather than filling things out during a meeting?

**BGSO Talking Points at the Graduate Student Meeting**

* The meeting will likely be held before the next BGSO election, which will give the officers an opportunity to describe their position to students who are interested in running for an office
  + The format for officers is to go up, introduce yourself, and talk about what you’re working with
  + Having BGSO officers talk at the meetings gives all graduate students who attend the mandatory meeting a face (or multiple faces) that can be associated with BGSO, and they know that BGSO can relate to them, human to human interaction is important for an organization, if the meeting is going to happen, we should take advantage of it
  + If you have any working projects, talk about them, if you do not, talk about previous successful endeavors, we will end with recruitment, talking about the spreadsheets (to sign up?)
* The meeting will likely be before recruitment, and we will have an opportunity to plug recruitment and recruit volunteers
  + The dates for recruitment weekend will be January 26 through the 29
  + If we met on January 19, that would be a good amount of time for committing and signing up to work with recruitment
  + We have had issues filling recruitment, and a few people disproportionately participate in recruitment, but this meeting may help us get a more holistic and broad representation of the department involved with recruitment
* Known details of recruitment
  + Who is involved with recruitment?
    - Dr. Wingert, Dr. Panopoulos, Rachel Oidtman, Mark Hawk, Lori Gregory, Susan Monroe, David Boone
  + There is a schedule, which will be taken care of by Mark and Rachel after break
  + The Saturday evening venue for the graduate student dinner is the Morris Inn
  + The only things that have changed from our own perspective recruitment is the faculty lightning talks, there will be faculty talks and graduate student posters, students would need to be at their poster for 60 to 90 minutes
    - The ecology/evolution talk would happen while the cellular/molecular folks are doing their poster, and then they would switch
    - It may be that every graduate student has a poster, but at least every lab will have a poster
      * if we let the principal investigators decide, then representation may be uneven, so an overarching structure may be good to provide
    - What about labs that are not searching for students?
      * They may be less involved
    - This is only a bit over a month away, when will folks be notified about the poster that they may need to make? Probably soon, there is a meeting on December 13
    - It would be nice to have a static representative of a lab, in the past it has been difficult for some people to find folks from their lab of interest
    - This happens before a faculty dinner, so that interviewees can meet grad students first
    - A lot of folks have commented that Friday talks have been long and exhausting, so breaking it up could be beneficial
  + The dinner on Friday is in the basketball arena building
  + Thursday’s evening’s dinner/social hour is in the south dining hall, there is a grand piano, it is fancy
    - There will be Notre Dame catering for that event

**Ice Skating**

* We have an opportunity to rent the Compton ice rink on December 14
  + We would be splitting the ice with another group
    - What is this group? We are curious, we are less interested in sharing the rink with children, for example
  + The price has increased dramatically from last year.
    - There is a staffing fee now, which is $100.00 and may be based on attendance to a certain degree
      * If we got the ice to ourselves, the staffing fee would double, it is split between the two groups
    - We were planning on renting ice skates, so with 50 in attendance and 50 pairs of ice skates the cost would be $411.00, but with 80 people it would cost $511.00
    - Renting the ice rink is somewhere from $200.00 to $300.00, and that is splitting the ice rink with another group
    - We will attempt to contact the person we had made arrangements with last year to see if we can get a better price
* We may investigate renting another venue, there is one in down town South Bend
  + Moving the event off campus may decrease attendance
  + If we do not go through Notre Dame catering, we can get higher quality hot chocolate
  + It will likely be cheaper to go with this other venue
  + We would need to reschedule for some time in January
    - It would likely be before classes resume, but in early to mid-January, which has been done previously

**Gift Wrapping Event**

* There is a planned gift wrapping event on December 16
* The department, headed by Dr. Hyde, is collecting gifts, and there are usually gifts that need to be wrapped
* Dec. 16 is the final day of gift collection
* We could provide pizza, pop, and wrapping supplies, the estimated cost is currently under $100.00
* We could assemble toiletry bags for approximately $5.00, toiletries are high in demand
* Dr. Hyde is hoping to have a larger quantity of gifts this year
* We could set up a GoFundMe, but, the organization that we donate the gifts to already collects money directly
* We could advertise our event with fliers
* We should advertise on our website as well
* Mauna has offered to drive folks to shop to increase the number of gifts purchased
* There is a department Christmas party on December 10th, we could possibly do something
  + We could get the children at the party involved
  + We would still do both events
  + Santa and the Grinch will possibly be attending the party
  + We decided to pursue a gift wrapping at the holiday party
  + We may create elf hats for children to reward their participation
    - We could look into Burger King crowns or birthday hats
  + We do not know how many children will be in attendance, but we can ask

Meeting adjourns at 18:14