**BGSO Meeting Minutes March 6, 2017**

**Officers present**: Benjamin Gombash, Felicity Newton, Chissa Rivaldi, Mauna Desari, Matt Trentman, Amanda Yamasaki, Francisco Fields, Kate Barrett

**Members present**: Henry Vu, Stefan Freed, Bethany Blakely

**Faculty/Advisors present:** Dr. Rebecca Wingert, Bridget Lautaru

**Agenda:**

1. **Housekeeping**: New Constitution and proposed new meeting time.

2. **Upcoming events**

 -bone marrow drive

 -March for Science

 -Pi Day 5K

 -Professional Development workshop with BenchSci

3. **Surveys**

 -Housing

 -seminars

4. **Webmaster/Social Media Chair**: We need a webmaster! All interested in joining the board should come to the meeting or email bgso.nd@gmail.com

1. **Housekeeping: Proposed new meeting time**
* Thursdays at noon for meetings
* Chissa has teaching Thursdays until 12:30 but not big deal
* 12:30 PM on Thursdays seems to be in agreement
* Need to get a room reserved for Thursdays 12:30 PM
* Poor officer involvement in meetings due to staying late
* Pizza: how will we pay for it?
* Too many people will come but what if not enough pizza
* Recruitment budget for pizza
* The key is involvement, Dr. Wingert said

**2. Upcoming Events**

1. **Bone Marrow Drive**
* Elvin is running it
* it is a registration event, cheek swabbing, not actually donating bone marrow
* BGSO is sponsoring it
* Tues and Thurs this week
* 2:30-4 PM March 7 and 9
* encourage your friends to attend

 **B) Henry: March Madness**

* Will BGSO donate money
* alumni if they win donate money to give back to students
* no fee to enter, usually good turnout, one bracket per person
* anyone can enter, nothing to gain
* it’s ready to go
* first 2 set of days are during spring break
* Matt said we need to set up a budget, we have money but we need to have a decision making process that involves everyone knowing where the money is going
* Pancho moved to approve March Madness and Felicity seconded the motion
* All voted in favor, motion is passed to allocate $100 to March Madness

 **C) March for Science:**

* March 8, 5-5:45 Lafun Sorin room: meeting for interested individuals to sign up learn more to help plan and volunteer for the event
* Similar to women’s march but for science
* Happening in South Bend
* Outreach event
* Mauna said there is an option to fill out a form to say how you are invested in science
* Posted to facebook page? Yes survey is on Facebook page

 **D) Pi Day 5K: Bethany**

* The race is Saturday, March 18, 2017
* Volunteer sign-ups have closed but running still open
* Early registration open?
* Lab tours still needed
* Demo should be cool to look at, hands-on ideal
* Run starts at 3:14
* Demos to take place in McCourtney
* Mauna asked about space to do demo, keep it to one table
* Bethany recommended to sign up to do a demo by the end of this week to be guaranteed space

**E) Professional development March 29, noon Wednesday with BenchSci**

* Mauna said it is entrepreneur workshop and BenchSci demo
* BenchSci is a startup by former grad students, it accesses antibody information from open access journals
* There will be pizza, BenchSci is paying for it
* Need flyers

**3) Surveys**

1. **Housing**
* where people live, apartment complexes, what do people pay in rent and utilities
* Mauna is working on the survey
* only required questions are about housing, rent, transportation
* optional items such as favorite restaurants
* In survey, include a comment box to let students give their input on the seminars, suggestions for student involvement in the selection committee
* Bridget wants to know where housing survey will be stored; Mauna said on BGSO Google Drive
* Chissa said list on housing on BGSO website
* post-April 15 welcome message with information on housing, selling stuff, moving away, etc. for incoming grad students
* Dr. Wingert: figure out a way to centralize information: box system in front office to have a collection of information
* Bridget mentioned find.nd.edu is a good resource

 **B) Seminars**

* Carmella and Justin want to gauge satisfaction with seminars
* Ben said it’s a 1-5 scale
* Dr. Wingert wants students in on seminar committee
* pitch proposal for grad students to be on committee to Crislyn
* committees planned in summer
* Lists of suggested speakers
* Grad students need to do more substantive networking- Dr. Wingert: how can we make that happen
* need to collect ideas
* Dr. Wingert: try and do more on career development- quick survey, ask students what they want to do after graduation, collect that data and share with everyone, and plan prof dev activities accordingly
* Panels and alumni speakers and events, everyone invited, food and drinks provided
* Coordinate alumni events and network with those folks
* Reach out to Brittni about this prof dev

Mauna wants to space out surveys so as not to spam emails, and said that the housing survey is a high priority, and the seminar survey can go out in April.

Ideas emerged to raffle off something small like Starbucks for first number of participants or at the end of survey have participants click on a link to be entered into a raffle: incentive for completing survey.

**4. Webmaster**

Stefan offered to be interim or longer-term webmaster until/if someone else expresses genuine interest.

**Other items**

**Posting job opportunities?**

Bridget asked what is the best way for job opportunities to be disseminated?

Chissa suggested twitter?

Message board?

Stefan said we are adept at choosing what to ignore or pay attention to with emails

easily accessible repository?

Go Irish? Student access for all the jobs-can students just go there?

Larry Westfall, email about getting a BIOS scaffold for jobs postings?

Pancho wondered if another department has something we can model after?

Bridget said she will implement weekly emails about job postings and see how that goes

Repository is a good idea, but want it to be user friendly and not labor intensive

 **Faculty Advisor**

Fac advisor? Dr. Wingert said Bob is going to retire soon

We should be thinking actively about this

Matt wants to talk about partitioning money with Ben before next meeting

Monthly update on finances

How much to allocate to subcommittees

**Meeting adjourned:** 6:22 PM