Graduate Student Council Meeting #01
Minutes for August 18, 2022, 2-3pm, LOV Conference Room

Present: Francis Baffour-Awuah Jr. (Webmaster), Shreya Bose, Nicole Bruce, Anindya Chanda, Emmanuel Hartman, Nicholas Ossi, Virginia Parkman (Secretary), Julia Ream (Co-Chair), Alex White, Azaryah Wilson (Co-Chair)

Agenda

1. Welcome new member of GSC
2. Plans from prior meeting to act on this semester
3. Social events for the term and who will be in charge
4. Any additional comments/concerns

Discussion

1. Welcome, Nicole

Nicole is welcomed into GSC.

1. Hung declined invitation. Want to think about more people to invite
2. Nicole updated council on AWM
   (a) Have not had officer meeting for the semester. Will happen in the next couple of weeks
   (b) Start fundraiser to bring in money
   (c) Thinking about inviting a colloquium speaker. Francis’ advisor was recommended as a possible speaker.
   (d) Questions about Math Fun Day starting again in 2023.

2. Plans from prior meeting to act on this semester

1. Create a judging rubric for Graduate Research Week. Julia and Alex volunteered to spearhead this.
2. Give graduate students an avenue to voice problems.
   (a) Decided on hosting a bi-weekly office hour with one male and female member of council.
   (b) Julia to create a spreadsheet for assigning office hour times.
   (c) Virginia will create a flyer with the info on OH
3. Francis will meet with Angie to get control of website
4. Work on launching pilot program of Undergraduate/Graduate Research Mentorship program.
   (a) Want to have 3 possible undergraduate names in two weeks
   (b) Nick volunteered to advertise in his class and spearhead trying to find 3 students
   (c) Create a flyer to advertise in MCH offices and common space

3. Social events for the term and who will be in charge

   Official Events — A time for Tea Time will need to be decided. Alex and Oz will be in charge of this. Funding will depend on response from Mio.

   Unofficial Events — Plan fall semester picnic/park day and invite first years on Discord. Emmanuel is in charge of these.

4. Additional Comments/Concerns

   Support for Conference — Update on how much support/money to department offers for the academic year
   1. Put info on website
   2. Julia will email Okten in two or three weeks

   Help with Potential Student Visits — Want to make the student portion of the visit to be smoother and a better representation of the university
   1. Make a list of graduate students from each program that can put the best foot forward
   2. Talk to Elizabeth about maybe taking over the student side of the visit, or how we can help with the student side of the visit.
   3. Julia and Virginia will talk to Elizabeth in person once the beginning of the semester rush quiets down (2-3 weeks).

Action Items

1. The minutes of the previous meeting were approved.
2. Fill out when2meet to schedule meeting in September
3. Compilation of each members task(s) above:
   (a) Julia: Will create a spreadsheet for Office Hours. Email Okten about funding for conferences. Help Alex develop rubric. Update constitution. Talk to Elizabeth about student visits with Virginia.
   (b) Oz: Pick time and possible funding for Tea Time with Alex.
   (c) Francis: Get access to Website
   (d) Virginia: Create Flyers. With Julia, talk to Elizabeth about student visits. Send Nick info about Mentor Network.
(e) Alex: Develop rubric for GRW with help from Julia. Pick time for Tea time with Oz.
(f) Nick: Recruit/stimulate interest of undergraduates for Research Mentor Network.
(g) Emmanuel: Plan *unofficial events* (picnic, discord, dinners, etc.)

**Next Meeting Agenda**

1. Talk about accomplishment of tasks set above

**Next Meeting:** September