**Council of Biomedical Graduate Students**

**9/18/2014 Meeting Agenda**

**Location: HEB276**

**Start Time: 8.04am**

**Attendance**

1. Dr Worth, Faculty Advisor

2. Dr Williams, Faculty Advisor

3. Jennifer Ohtola, President

4. Anita Iyer, Vice President

5. Carmen Mitchell, Treasurer

6 .Prabhatchandra Dube, Risk Assessment officer

7. Adaeze Izuogu, IIT Track Rep

8. Prince Ampen, CVMD Track Rep

9. Amanda Blaker, NND Track Rep

10. Franz Corrales, Cancer Biology Track Rep

11. Brian Youseff, MD/PhD, Track Rep

12. Matthew Ellis, Pharmacy Track Rep

13. Muhammed Saad Moledina, First year Track Rep

**I. Call to Order**

1. **Introduction of new 1st year representative to council**

 **Muhammed Saad Moledina** is the new 1st year representative for 2014-2015 academic

 session. He is a PhD Biomedical Science program student in the IIT track.

**II. Old Business**

1. **International Student Office HSC hours**

There are currently no updates on this front.

**Dr Williams** is following up with people at the main campus to have this figured. Since there has been a lot of shift in administrative positions lately, things are a little slow in this regard.

1. **GRF2016 speaker invite update**

- We will contact **Dr Rafi Ahmed** who is the next speaker on our list.

- If he rejects, we will move forward. In case of a situation where nobody accepts our invitation, we will think of alternative speakers and make a new list.

**III. New Business**

1. **Graduate Student Association (GSA) meeting:**

**Anita Iyer** is the GSA representative for College of Medicine and Life Sciences.

**Matthew Ellis** is the GSA representative for College of Pharmacy.

1. **Important from the point of view of CBGS:**

 **Poster boards:** GSAallows the use of their poster-boards for forums held by different

colleges at UT. Since, 2015 GRF (March 19th -20th) and 2015 MGRS (March 21st) are very close to each other, we have to ensure that GSA is willing to give us their poster boards for use. If they do, we should make sure to return it on time, failing which there is a fine.

**Anita** will be contacting GSA for the same.

**Funding request for CBGS held research forum**

-GSA typically approves **$1000**/college for forums held by that respective college. We can send in a **budget request for 2015 research forum** explaining why we need that money.

-We all should think of the best possible way to request this fund. Should they sponsor airline tickets and hotel reservations?

**-GSA** donated **$1700 for 2014 Research forum**, something to mention in the upcoming GSA meeting.

-We are currently considering **$1000 as honorarium for Dr Flaherty** (2015 GRF)

**Anita** can request funds once we have things figured out

**b. Graduate Research Award:**

-If you receive this award in Fall 2014, you can use it in Spring 2015.

- Flyers were handed to all the Track Reps.

-**Track Reps,** please make sure to put them where students in your tracks will notice.

**c. GSA Travel Reimbursement:**

-Due to lack of sufficient funds last year, this year GSA is planning on taking some precautionary measures to make travel benefits available to as many students as possible in a broad spectrum of programs. These include

* Restricting 5 students/ conference.
* Inactive members will now receive- $100 (instead of $150)
* Active members (required to attend 2 GSA meetings to eb an active member) will receive- $300
* College representatives will receive-$500
* Overall available money will be divided into two halfs per semester.
* Only students that fill out the **pre-travel application form** will be considered for the reimbursement. This needs to be sent out **atleast 4 weeks in advance**. Refer GSA website for details.

**Dr Williams** also pointed out that students in the Biomedical Science program can receive upto **$1000** for conference from the **Graduate School** during their course of study.

1. **Career Forum Details/Duties**
* Speakers for the upcoming (Friday, October 24th) career forum are
* **Dr Angela Montel**, Professor and Biology Departmental Chair,

Bluffton University, Ohio

* **Dr Phillip Smiraldo**,

UT alumni, Senior Medical Research Manager, NAMSA, Northwood-Ohio

* **Dr Yasmin Blaih Isler**,

Biorepository Research Specialist, Promedica, Toledo-Ohio

* Gifts for speakers- We are planning on buying something from Barnes and Nobles worth

$25 per speaker.

* In terms of travel reimbursement, Anita will **contact Marianne Pohlman** for details today.
* Catering: We have been discussing Mediterranean food. Once **Adam** returns, he is **assigned** to **figure out quotes** for the same.
* Email/Flyer: Career forum flyer will be sent out to Track reps soon. Please email it out to students and also make sure to put them in a place where students will notice. Please include post-docs in your departments on the email list. Send reminders on the day of the event as well.
* RSVP deadline: 20th October,2014
* Duties

-We will need help in ensuring that the projector is working fine and if there are laser pointers in the room

-We will be setting up food inside room HEB 105. We will need some help setting

up food. Bring big plastic spoons to serve.

1. **UT Football Game**

**Jennifer** will send out an email to check if students here would be interested in watching football game. Check the link for details.

 <http://www.utrockets.com/SportSelect.dbml?SPSID=89645&SPID=10708>

Two dates are being considered to watch this game

Saturday, September 27th:

Saturday, October 25th

The event is free for students. Guests (non UT) are allowed. You should be able to get discounted tickets for guests.

1. **2015 Graduate research forum meeting**

-Is on next week’s agenda

-Discuss tentative itinerary, registration/abstract process and deadlines, judging structure

budget

1. **CBGS Meetings Fall semester**

**Subsequent meetings for this semester will be on the following dates**

-Thursday, October 16th

-Thursday, November 20th

-Thursday, Dec 18th

Please let us know if you foresee any problem in terms of attendance.

**IV. Adjournment**

**End Time: 8.46am**