**Council of Biomedical Graduate Students**

**8/16/2018 Meeting Minutes**

**Location: HEB 233**

**Start Time: 5pm**

**Present:**

Cara DeAngelis, President

Sayani Bhattacharjee, Secretary

Cory Howard, CAB Track Representative

Kelsey Murphy, NND Track Representative

Rajan Paudel, BRIM/BIPG Track Representative

Dr. Kandace Williams, Faculty Advisor

**I. Call to Order**

**II. Old Business**

Backup room (HEB 227) and tables have been reserved for the Welcome picnic.

**III. New Business**

1. Student Orientation
	1. Welcome lunch and Tour – Thursday August 23rd, Noon-2pm
		1. The whole council is expected to show up to the lunch from 12-1pm.
		2. Need volunteers for tour 1-2pm: Cory, Kelsey, Rajan and Sayani volunteered.

The newcomers will be intimated about the council and it will be mentioned that we are going to recruit one of them as the first year rep. We must also show them the location for the welcome picnic during the tour.

* 1. CBGS welcome picnic - Thursday August 30th, 5-7pm
		1. Front lawn of HEB
		2. Flyer – Thank you for the awesome flyers, Josh!

Please print out the flyer and stick it on the notice boards if you do not already see it around your floor.

* + 1. Ordering Pizza – but also doing potluck
		2. Need Games- Please bring whatever lawn games you have.
		3. Email will be sent Friday for people to RSVP
	1. Labcoat ceremony – September 5th/6th – 3 pm
		1. More details later, try to attend
1. Fall events:
	1. Career Forum: Josh
		1. Plan:
* We can get in touch with some recent alumni who could share their experience of transitioning to a new job.
* The forum can be pushed to November.
	+ 1. Potential speakers – Google docs

An email asking for suggestions for potential speakers will be sent out next week.

* + 1. Potential dates
		2. Pharmacy Council collaboration- No pharmacy reps found. Might recruit someone after the new session begins.
1. Spring Events:
	1. 2018 Graduate Research Forum
		1. March 19th-21st, 2019 (Tuesday – Thursday)
			1. Incorrect dates potentially reported on previous agendas
			2. Will check with Gayatri – she is currently out sick
			3. A tour of the Simulation Center needs to be accommodated in the speaker’s schedule.
		2. Location – IISc – Need to make room reservations
			1. Lunch room reservation
			2. Poster and Oral room reservations
			3. Speaker room reservations
2. Other
	1. 2020 GRF guest speaker – Google Docs
	2. Missing a pharmacy rep
	3. Recruit first year rep during orientation
	4. The Credits for the initial semesters might change.
	5. From now onward, upon submission of the grad form, rules for the qualifying exam will be given to the student, which they should sign (along with the PI) and return back to Dr. Williams.
	6. The exam schedule for first year students is (attached with them email) to be considered while fixing a date and time for the Career Forum so that they can attend.

 Next Meeting – September 20th 2018

**IV. Adjournment**

**End Time: 5:30 pm**