**Council of Biomedical Graduate Students**

**11/20/2014 Meeting Agenda**

**Location: HEB276**

**Start Time: 8:02am**

**I. Call to Order**

**Attendance:**

Jennifer Ohtola, President

Anita Iyer, Vice President

Adam Blatt, Secretary

Carmen Mitchell, Treasurer

Adaeze Izuogu, IIT Track Representative

Amanda Blaker, NND Track Representative

Franz Corrales, CAB Track Representative

Brian Youseff, MD/PhD Representative

Matthew Ellis, Pharmacy Representative

Saad Moledina, First Year Representative

Dr. Kandace Williams, Faculty Advisor

Dr. Rande Worth, Faculty Advisor

**II. Old Business**

1. Career Forum
	1. Feedback – outline for speakers
2. Zoo Lights
	1. International students hosted Zoo Lights event on the same day that Brian and Anita were planning
3. GRF 2016 speaker invite update
	1. We are on the last speaker on our list (Oliver Smithies)
	2. If Smithies declines, we need to make a new list in the next few weeks.
		1. **Start thinking of new names for list that would appeal to students in multiple tracks**

**III. New Business**

1. Council of Health Science Education Meeting
	1. COGS staffing
		1. Joan Mulligan still there every day.
		2. All new graduate student orientations will be on main campus next fall
			1. Dr. Williams will support students if they take this issue to Dean
		3. Possibly send out survey after the holidays so that students can report any issues with the new changes to the COGS staffing
	2. Library renovations
		1. Mulford and Carlson libraries – both libraries will be evaluating current resources
			1. There will be a survey sent to faculty and students to evaluate which resources are essential for the university – **MAKE SURE TO FILL OUT THE SURVEY**
	3. Science Communications and Career Goals Course – Dr. Williams
		1. Will take place every Spring – designed for students who have finished all course work and are on their actual project (2 credits)
			1. Work on oral and poster presentation skills, as well as manuscript writing. Will turn manuscript into a Blade article.
2. GSA Meeting
	1. Leave of absence policy approved
3. CBGS Website Update – Franz
	1. Has access to website and familiarized himself with how to make pages and subpages, etc.
	2. Would like a plan for what to include on website.
		1. Anita and Stuart have made a plan in the past. Will relay to Franz.
			1. Email any ideas for website to Franz
		2. Carmen proposed setting up a twitter feed for CBGS.
4. College of Pharmacy and Pharmaceutical Sciences Stipend Proposal – Matthew
	1. Matthew is working with Pharmacy students to draft proposal.
		1. CBGS will be available for suggestions and support.
5. 2015 Graduate Research Forum
	1. Tentative schedule/itinerary
		1. Rooms are booked – majority of forum is in Collier 1200
		2. Collier 1210 is also booked for oral presentation preliminary rounds
		3. Collier 1000B and the lobby is booked for the Keynote Speech
		4. Poster boards are ready
		5. Discussed itinerary for Dr. Flaherty.
	2. Tentative budget
		1. Reviewed proposed budget.
	3. Abstract/Registration Process
		1. Approved email that will be sent to students, as well as dates that emails will be sent
		2. **REPS WILL SEND EMAIL TO EVERYONE BY TOMORROW**
		3. Adam will be in charge of keeping track of RSVP’s
6. Proposed having a CBGS social event before beginning to plan Research Forum

**IV. Adjournment**

 **Next Meeting: Thursday, December 18th, 8:00-9:30am, HEB276**

**End Time: 9:31am**