**Council of Biomedical Graduate Students**

**7/21/2016 Meeting Agenda**

**Location: HEB 233**

**Start Time: 8.04 am**

**Present:**

Jessica Saul-McBeth, President

Jeffrey Xie, Vice President

Gayatri Subramanian, Secretary

Jin Chen, Treasurer

Saad Moledina, Risk Assessment Officer

Amit Chougule, MOME Representative

Erin Semple, MD/PhD Representative

Oluwatomisin Atolagbe, BRIM/BIPG Representative

Dherya Bahl, Pharmacy Representative

**I. Call to Order**

**II. Old Business**

1. Constitution and Bylaws – No Changes
2. International Student Assistant/Fellowship Workshop/Orientation – Monday August 8th
	1. 8:30-10:30am –
		1. Volunteers – Saad, Jin, and Gayatri
		2. Jess and Jeff to introduce the council
	2. Tours following HR workshop after 12:00 (for International students)
3. Human resources Orientation - August 15th
	1. Tours for domestic students after 12:30
		1. Volunteers – Jess (to introduce the council), Jeff, Erin
4. Fall Kickoff – August 17th
	1. Short meeting with Michelle Arbogast, date and time to be announced
	2. Split time during student resource fair – Amit, Saad, Erin and Tupa
5. CBGS welcome picnic – August 20th
	1. Maumee Bay State Park sun shelter #1 starting at 12
		1. RSVP: to be sent out August 8th
		2. Budget – Jin
			1. Food: Grill, Potluck – Google Doc
			2. Set-up: Jess, Jeff
			3. Supplies: Jess, Jin
		3. Advertising: Cara, Jin
		4. Drivers: Amit, Erin, Jin, Cara
6. August 18th White coat ceremony:
	1. Jess to address new students
	2. Council and graduate students - show your support!
7. Career Forum with pharmacy department – Jeff, Tomi, Dherya
	1. Potential speakers
		1. Total of 3 speakers: **Send names to Gayatri by 7/26/16**
		2. Fields:
			1. Teaching:
			2. Technical Writer: Dr. Nicole Northop, at MMS Holdings
			3. Bioinformatics and business: Dr. Regina Lamendella - Faculty at Juniata College
		3. Dates: October 7th, Friday
		4. Expected attendance: 75
		5. Budget: $1000 ($500 from each council)
8. 2016 Graduate Research Forum – March 17-18
	1. Guest speaker – Dr. Nagy Lunenfeld-Tanenbaum Research Institute
		1. Volunteer liaison - Jess
	2. Location – IISC rooms booked for 3/22 (Tuesday) – 3/24 (Thursday)

**III. New Business**

1. 2018 GRF guest speakers
	1. **Send names to Gayatri by 7/26/16** to add to google doc
2. Fundraiser:
	1. Winter event
	2. Bake sale: Cookies, Hot chocolate
3. GSA liaison:
	1. Neha Nandedkar – HSC representative
	2. BMSP volunteer required – Cara, Amit are considering
	3. Elections in September

**Next meeting- August 18th, 2015**

**IV. Adjourment**

**End Time: 8.43 am**