**Council of Biomedical Graduate Students**

**7/16/2015 Meeting Minutes**

Location: HEB 233

Start Time: 8:03am

Present:

Adam Blatt, President

Brian Youseff, Vice-President

Katy Dvorak, Secretary

Ada Izuogu, Treasurer

Jess Saul-McBeth, Risk Assessment Officer

Saad Moledina, IIT Representative

Erin Semple, NND and MD/PhD Representative

Neha Nandedkar, Pharmacy Representative

Faculty Advisors Present- Dr. Hill, Dr. Williams

I. Call to Order

 1. Introduction of Dr. Jennifer Hill, new faculty advisor

Welcome Dr. Hill! Thank you for serving as our advisor!

II. Old Business

1. Constitution and Bylaws
	1. Documents will be sent out with track changes for updating
2. GSA – Brian
	1. COMLS has two representatives
	2. Elections/Nominations will open about the second week of school
3. International Student Assistant/Fellowship Workshop/Orientation – August 10th
	1. 8:30-10:00am
		1. Volunteers – Ada, Tupa, Saad, Neha, Sravan
		2. Try to come for as much of the sessions as possible
			1. The HR session at 10:30am is the most critical for helping with paperwork
	2. Tours following HR workshop (for International and Domestic students)
		1. Adam and Brian will be present for tours and to introduce themselves to new students
4. Fall Kickoff – August 19th
	1. Semester survival guide
		1. A compacted, single resource for information
		2. Suggesting to add a map or detailed list of room number for areas in Mulford
	2. Sign up for responsibilities
		1. **If you weren’t present, please contact Adam for sign up options**

-setting up resource fair night before

-registration/greeting

-community table with information and resource for questions

-resource fair table (two shifts)

* 1. Shirt sizes
		1. **Send Adam your shirt size if you weren’t present**
1. CBGS welcome picnic – August 22nd-12-5pm
	1. Maumee Bay State Park
		1. Budget – **Ada has a detailed budget print-out for everyone**
			1. Food and set-up-Katy and Neha
				1. Planning on grilling again- burgers, hot dogs, and veggies as main items provided by the council
				2. Have grilling supplies-getting an inventory of items
				3. Checking for game items as well
		2. Advertising
			1. Save the dates will be going out to new and current students in the next few days
			2. Detailed email going out end of July
			3. Flyer distribution being planned
		3. Drivers
			1. Brian, Erin, and Jess volunteered
				1. Meeting on campus, google doc will be used to get an estimate on how many students need rides.
2. Career Forum – Brian
	1. Potential speakers
	2. Decided to invite three speakers; Brian read short blurbs about each of the following suggestions:
		1. Elizabeth Herness Peters – Founder and Senior Consultant, Astilbe Group
			1. Suggested by Dr. Ruch
		2. Kalpana Merchant – President, Trans Thera Consulting Company
			1. Suggested by Dr. Yamamoto
		3. Jaime Heimbegner Noguez - Assistant Director of Chemistry Laboratories, University Hospital Case Medical Center
			1. Suggested by Dr. Williams
		4. Yvette R. Seger - Director of Science Policy, Office of Public Affairs, FASEB (Federation of American Societies fro Experimental Biology)
			1. Suggested by Dr. Williams
		5. Barbara Gunning - Director of Health Services for the Toledo-Lucas County Health Department
			1. Suggested by Adam
		6. Michael Bechill – Assistant Professor of Biology, University of Saint Francis
			1. Suggested by Dr. Worth
		7. Joshua Waldman – Equity Research Associate, Cleveland Research Company
			1. Suggested by Dr. Worth
	3. Decided on two speakers so far:
		1. Elizabeth Herness Peters – Founder and Senior Consultant, Astilbe Group
			1. Suggested by Dr. Ruch

-UT Alum, Detroit based, formed own company- apply for government contracts and grants

* + 1. Jaime Heimbegner Noguez - Assistant Director of Chemistry Laboratories, University Hospital Case Medical Center
			1. Suggested by Dr. Williams

-UFlorida Alum, Cleveland based, more clinically based

* 1. Potential dates- October 9th, 23rd, or 30th
		1. Working with Dr. Williams to get first-year schedules
		2. **Suggestions for a third speaker to Brian by Friday July 24th**
			1. Looking into possible guests with a background in government, public policy, health services areas- mainly types of positions that serve as strong branches between science and the public.
1. 2016 Graduate Research Forum – March 17-18
	1. Guest speaker – Weian Zhao, University of California-Irvine
		1. Volunteer liaison- Adam/Brian **but if anyone else is interested please notify Adam and Brian in the next few days!**
	2. Location - IISC

-working on lunch conducive spaces/options

-Keynote will remain in Collier 1000A/B with reception in the adjacent hallway

III. New Business

1. 2017 GRF guest speakers
	1. **Send names to Katy by Friday August 24th, 2015**

-Ideally, research interests appeal to two tracks

-will rank by next meeting and discuss

-**Please note Adam’s email of previously invited speakers who declined.** This will help avoid any overlap!

1. Contact information
	1. **Please send to Katy- email, lab number, cell number (if comfortable).**

Next meeting- August 20th, 2015

IV. Adjournment

End Time: 9:30am