**BGSA Meeting Agenda – December 2nd, 2019. 5-6:30pm, BST 1495**

1. Graduate Studies Office Report
	1. Discussion with Dr. Horn
		1. Mental health survey- positive and negative responses about how the grad office has helped with mental health
		2. Problems as of right now: Therapist for SOM- Jay Darr is new director of the university counseling center (UCC)
			1. No replacement for Lee Wolfson within the SOM. We are relying exclusively on the UCC.
		3. Counseling center has walk-in hours (NEW). M-F 9am-noon, 1pm-4pm
		4. TAO (Therapy Assistance Online)- link on the UCC website <https://www.studentaffairs.pitt.edu/cc/>
		5. “Graduate students are my first priority”
		6. Dan Devor will be available as an ombudsman to talk to graduate students. This will be confidential unless otherwise warranted. Dan is available currently for these conversations. His email is dd2@pitt.edu
		7. Faculty mentors are undergoing mentor training (including mental health training)
		8. Vacation benefits: academic appointments do not come with vacation benefits.
			1. BUT talk to your mentor. Most of the time, appropriate time-off is permitted.
		9. Hours: “How long does your mentor work?”
			1. Be productive
		10. Dr. Horn and Deepti are available to graduate students
2. VP of Records Report (Corinne)
	1. October Minutes – No comments/changes, so November minutes are approved
3. President’s Report (Sam)
	1. New Meeting Format- Discussion based meetings
		1. Program Rep Reports- these can be very brief.
			1. Is there anything going on in your program currently?
		2. There is going to be a more structured event programming
4. VP of Finance Report (Haley)
	1. Account balances
	2. SORC Funding- all good in the hood. Still need some money, but Haley will focus on that in the coming weeks
5. Chair of Finance Committee (Angela)
	1. October’s winners- Heidi Schmidt (hes81@pitt.edu) and Jonathon Heier (joh82@pitt.edu)
		1. Congrats, guys!!
	2. Notifying applicants of ranking system- put on the website and a short summary on the cell for travel awards email
	3. 3-point range for BGSA participation?
6. VP of University Relations Report (Meghan)
	1. GPSG events- no updates
7. Symposium 2019-2020 (Sam)
	1. Speaker and Committee Updates- Logistics committee needs a chairperson, keynote speaker is being chosen
8. VP of Communications Report (Nicole K.)
	1. Squarespace Website Launch (<https://bgsa-pitt.squarespace.com/>)
		1. Headshots for Program Reps- send them to Nicole!!
9. VP of Programming Report (Nicole M.)
	1. Past Events
	2. Upcoming events (End of 2019)
		1. Professional
			1. Professional Clothing Event- J. Crew has been contacted, Loft event on December 15th (only female clothing) from 12-3pm
		2. Social
			1. End of First Semester Happy Hour
				1. Friday, December 6th 8-10pm. THERE WILL BE PIZZA.
	3. Future Events (Spring 2020)
		1. Professional
			1. Grad Student Experience Panel (January 17th at 5pm)
				1. Non-traditional graduate student experience
				2. There will be a social happy hour afterwards
			2. Comprehensive Exam Prep Event (February)
		2. Social
			1. BGSA Ski Trip- talk to Corinne or Angela about last year’s planning
10. Outreach Committee (Keeley)
	1. Hillman academy went well
	2. Setting up a one-on-one mentor program to go to science fair across the country
	3. Teaching scientific modules
	4. Reach out if you still want to get involved: David Boone dnb14@pitt.edu
11. New business
	1. Upcoming initiatives
		1. Monthly Grad Student Discussions
			1. Get together to talk about different things that affect graduate students (VERY informal) 4 or 5pm once a month
			2. Topics
				1. Extracurriculars
				2. Establishing expectations with your mentor
				3. Mental health in general
				4. How to deal with day-to-day mental health issues
		2. Newsletter 2.0
			1. Alumni Spotlight
			2. Student Spotlight
			3. We are getting rid of the event recaps
			4. Newsletters will be published in January, March/April, June, September, and November
			5. Raffle will be added to get a ticket to next event
12. Adjourn