**BGSA Meeting Agenda – August 5th, 2019. 5 pm, BST 1495**

1. Graduate Studies Office Report
	1. Career Planning / Professional Development (Meghan)
		1. UPMC media relations – science writing and science communication opportunity
			1. Will be given science topics to write on for a broad audience and will be published as news articles
			2. Volunteer basis, commitment is flexible, but total hours per week is ~2-4
			3. Mentor position – they will help you improve your communication skills
			4. Attend informational session (Scaife 1101 9/25 @12pm) and then you can decide whether or not to commit
		2. Will get email with Eventbrite invite for information session this week
2. VP of Records Report (Becca - Shelby)
	1. August Minutes- passed
3. President’s Report (Shelby)
	1. Elections for 2019-2020
		1. Positions still need to be filled!!!
		2. Get statements to Shelby as soon as possible if you are interested
	2. Constitution Amendment for elections to move to May and start position in July
		1. Have month to figure out duties
	3. Grad Council Mtg
		1. Buddy Program
			1. ISB has buddy program and they match them in May for help with housing
			2. Consider merging housing helpers and buddy? Or keep separate?
			3. Wendy Mars praised the interactions she saw between buddies at the picnic
			4. Other programs appeared receptive to extending program, need to follow up in 2020
		2. University requires MMR and chicken pox immunizations
			1. Will not be able to enroll unless you have these documented
			2. Can get through University
			3. <http://www.studentaffairs.pitt.edu/shs/immunization/university-requirements/>
		3. Grad Office is collecting data about student background, grad school success, and post-grad info through surveys
		4. Encouraged directors and mentors to utilize IDPs to help with career planning and grad school success – needed for T32 funding; one of the programs has a new program to help
		5. Amanda in grad office is running social media; students are encouraged to tag office when posting about science at conferences
			1. Email her if you want stuff to be added to the calendar
		6. University released new logo: <https://www.brand.pitt.edu/visual-identity/primary-logo>
		7. New requirements for RCR (responsible conduct of research) released, may need to attend seminar classes throughout school
		8. Mentor training – ramping up over the next couple years; include mental health info?
			1. Met with program director to discuss mental health in grad school and changes we can implement
			2. Faculty will be going through new mentor training
4. VP of Finance Report (Azia)
	1. Account balances
5. Chair of Finance Committee (Meghan)
	1. September’s winners- Aaron Johnson, Saurin Parikh, Ricardo DeMoya
	2. 5 applicants
6. VP of University Relations Report (Sam)
	1. GPSG events
		1. Implemented Eventbrite so you can go check out future events yourself whenever you want
		2. Submitted funding request for symposium – waiting to hear back
7. 2019 Symposium (Oyin, Song-My)
	1. Proposal to GPSG – done
	2. Committees Report
		1. Happy hour location chosen- Mario’s in Oakland
		2. Abstract books coming together
		3. Judges need to fill out conflict of interest paperwork – should not be judging students from their lab
		4. More advertisement coming soon with schedule
		5. Volunteers needed day of
		6. **This is a requirement for students in IBGP and PMI programs! Mark your calendars-- October 2nd**
8. VP of Communications Report (Ryan)
	1. BGSA Symposium advertising
9. VP of Programming Report (Nicole)
	1. Past Events
		1. Career Seminar Series
			1. Greg Frank -25 attendees
			2. Katy Wack - 21 attendees
		2. Picnic – good turn out
			1. Should get dry ice to keep frozen stuff frozen (Needed more ice in general)
	2. Upcoming events
		1. Social
			1. Board Game night 9/12
	3. Future Events
		1. Fall event- sorgels orchard? Stay tuned!
		2. IM league sports?
10. Outreach Committee (Keeley)
	1. Carnegie Science Center ChemFest Oct 25-26th
		1. Event volunteer, exhibitors, and career connections professionals needed
	2. Carnegie Science Center event Feb 8, 2020 – more details to follow (Girl science rocks)
		1. For women in STEM
	3. Work with schools to help teach concepts
	4. Carnegie science center has STEM Saturdays
11. New business
	1. Vote on Budgets
12. Adjourn