**BGSA Meeting Agenda – March 4th, 2019. 5 pm, BST 1495**

1. Graduate Studies Office Report
	1. Grad Student appreciation week
		1. GPSG has many events planned
		2. 3MT competition
			1. PhD Candidates – passed comps can participate
			2. Can record an upload presentation
			3. Deadline Monday March 25 to university
				1. Last minute for this year, we can promote university competition
			4. Look into planning one in late April or May this year?
			5. Will plan for organizing this every year in march before the university one
2. VP of Records Report (Becca) - Shelby
	1. February Minutes
		1. Minutes passed
3. President’s Report (Shelby)
	1. Eduroam wifi - all US (and world wide) universities have this network access so that you can have internet when you visit other universities
		1. You log in with your current university credentials (some phones only ask for your email and password, but here is all details if it doesn’t work):
		2. EAP method: PEAP
		3. Phase 2 authentication: MSCHAP2
		4. CA certificate: Use system certificates
		5. Domain: pitt.edu
		6. Identity: [your pitt email address]
		7. Anonymous identity: [leave blank]
		8. Password: [your password]
	2. Lunch with Vice Provost – Nathan Urban
		1. Immigration info for international students
			1. Looking into hiring immigration lawyer on retainer, working with law school immigration students (they have some sort of set up)
			2. Can help students struggling to figure out immigration issues without having to pay for expensive lawyer out of pocket
		2. Mentoring
			1. People have been trained how to train other professors how to mentor students properly – ask program directors to require training faculty to take training?
			2. Brought up thesis committee talking to student without advisor present to be able to diagnose and address advisor issues
		3. Taxes
			1. Brought up information on payroll website out of date, not complete
				1. No W-2 being sent out, what is taxable, paying quarterly taxes
			2. Some HR people in our departments cannot get help from payroll to figure out T32 and F31 appointments
				1. Some HR people don’t even know who all the students in their department are
			3. Nathan urban said to email him to let him know about payroll issues
	3. SACNAS diversity interest student club needs new organizers
		1. It is “an inclusive organization dedicated to fostering the success of Chicanos/Hispanics and Native Americans, from college students to professionals, in attaining advanced degrees, careers, and positions of leadership in STEM.”
		2. Shireen Attaran and Nyla Naim who started the chapter last year and are both now graduated – you can contact them if you are interested
		3. <https://www.sacnas.org/>
4. VP of Finance Report (Azia)
	1. Account balances
	2. Trying to use SORC for as many reimbursements as possible,
		1. Try to get permission from John Horn for Spring Formal alcohol costs
5. Chair of Finance Committee (Meghan)
	1. March’s winners
		1. Ashuvinee Elongovan
		2. Lisa Clark
6. VP of University Relations Report (Sam)
	1. GPSG events
		1. Spring Formal
		2. Grad student appreciation week
			1. See GPSG pages and emails for information
			2. Sam will email us about the events
		3. Elections are coming up
7. 2019 Symposium (Oyin, Song-My)
	1. October 2 with Diane Jorkaski is in industry Seema Complexa, worked at Pfizer
		1. Ryan should create a save-the-date flyer
			1. Date and time of event
			2. Speaker name and short bio/info about her
			3. Have grad office send flyer to all programs
	2. Committees meeting – schedule for March
	3. Look into GPSG funding for BGSA symposium
8. VP of Communications Report (Ryan)
	1. Make sure you get information to him about events as soon as you know date, time, place so he can create a flyer and advertise it
9. VP of Programming Report (Mondraya and Nicole)
	1. Past Events
		1. Ski Trip – February 16
			1. Have an option for helmets, especially for snowboarders
			2. People liked being able to tube
			3. Valentines day was a busy weekend, so don’t schedule it that weekend next year
			4. Time of day was okay
		2. Transferable Skills – February 21 at 4pm
			1. Great workshop, very helpful, received well; something we should organize every year; 12 / 13 attended
		3. Adobe Illustrator workshop February 27 at 12-2pm
			1. Very basic, plan to have an intermediate as well
			2. Instead of repeating an intro, focus on organizing intermediate in April
	2. Upcoming events
		1. Mars Area Elementary School Science Fair – April 4th 6-8pm, Christi Kolarcik clk39@pitt.edu
			1. Create google sheet for sign up, include who can drive, where they’re driving from, and what neighborhood to make carpooling easier
			2. Encourage people to leave around 4
			3. Pizza and drink for dinner
			4. Bringing labcoats if possible
			5. 4 cars, $20 per driver
		2. Kiln-n-Time – April 13th
			1. $30 / person, $10 tickets, $200 for food; max of 30 people; $800
			2. Suggested food and drink: Bota Box wine great deal; sandwiches; some beer, too?
		3. Grad Student Appreciation Week – first week of April
			1. Breakfast at each location? - $100 for all by BST/scaife, $200 for that
				1. Try to keep below the budget
				2. Have a range of food and drink options
				3. BSTs / Scaife – Sam Wednesday
				4. Rangos – Azia Friday
				5. BSP II – Hayley, Rosio Tuesday
				6. Hillman – Nicole K Monday
				7. Magee – Ashuvinee Thursday
	3. Future Events
		1. Professional
		2. Social
			1. Spring Semi-Formal – aim for early May date
				1. Location needs to be decided – waiting to hear back from KingFly Spirits
				2. Shelby and Azia will plan
			2. Reserved Veterans Pavilion for Orientation Picnic – Wed August 21
				1. $352.15 to book date and alcohol permit
				2. Will revisit planning for this in May
10. Outreach Committee (Mondraya)
	1. Nerd Nite April 4th 7-10pm at Spirit
	2. Waiting to hear back from North Assumption Academy science teacher – event in April?
	3. Reached out to biological sciences coordinator for info about Market Science table at farmers markets where they do demos
11. New business
	1. Vote on budgets
		1. $800 for Kiln’n;time - passed
		2. $80 for Mars Science Fair – passed
		3. $600 for grad student appreciation – passed
		4. $352. 15 for Vietnam Vets Pavilion – passed
12. Adjourn