**Council of Biomedical Graduate Students**

**8/1/2014 Meeting Agenda**

**Location: HEB229A**

**Start Time: 8:05am**

**I. Call to Order**

1. Introduction of new pharmacy representative to council
	1. Delayed until next meeting. Matthew not present.

**II. Old Business**

1. CBGS Graduate Student Picnic
	1. August 16th, 12-5pm, Maumee Bay State Park
2. Career Forum
	1. October 24th, 5-6:30pm
	2. Speakers selected
		1. Dr. Montel – professor at Bluffton University
		2. Dr. Smiraldo – senior research manager at Namsa Inc.
		3. Dr. Kopchick – researcher at Ohio University, plus experience in industry
3. 2015 Graduate Research Forum
	1. March 19-20th
	2. Dr. Flaherty is the guest speaker

**III. New Business**

1. Graduate Student Picnic – August 16th, 12-5pm, Maumee Bay State Park
	1. 4 RSVP’s so far – Encourage students to come!
		1. Email flyer to Marianne Pohlman. She can then contact each track secretary and have them print out flyers and put them in each student’s mail box
	2. CBGS food and drinks
		1. Franz and Carmen have decided to grill instead of order pizzas (make sure to include vegetarian options/determine how many vegetarians there will be)
			1. Will check current supplies (in terms of plates, cups, napkins, etc.)
			2. **DON’T FORGET GARBAGE BAGS**
			3. Any additional purchasing goes through Marianne Pohlman
	3. Activities
	4. Sign up for duties
		1. **Set up/clean up – Franz and Carmen will set-up while others are giving tours**
			1. Amanda to give additional help if needed
		2. Orientation tour guides
			1. **Everyone else should be at Health Science Campus around 11am to give tours to the international students following their orientation**
				1. Location is being verified
				2. Request that some tour guides also be willing to give rides to Maumee Bay State Park
				3. Contact Marcia McInerney for list of incoming international students in College of Pharmacy
2. COGS Resource Fair – **August 20th, 12-2pm, iCare Center (Mulford Café)**
	1. Shift sign up
		1. 11am-12:30pm (set up included)
			1. **Jennifer, Adam – where blue and gold, where ID**
		2. 12:30-2pm (clean up included)
			1. **Anita, Prabhat**
	2. Table –
		1. Brochures or COGS booklet – Jennifer will bring make/bring simple booklet
		2. Giveaways – Dr. Williams will provide stress balls
		3. Banner – **Jennifer and Adam will bring banner, Dr. Williams will provide College of Medicine table covering**
3. First year representative position
	1. Needs to be elected at start of semester
		1. **Please send Jennifer a picture of your face by next week**
	2. Nominations will open at Lab Coat Ceremony
		1. Dr. Williams suggested mentioning at Biomedical graduate student orientation
	3. Nomination deadline – 1 week after first cluster of exams (3-4 weeks)
		1. Make it clear in meetings that duties include attending meetings and relaying information
4. Career Forum
	1. Location – **Anita checking into location - HEB 103 or HEB 105? – will have by next meeting**
	2. Food ideas – Mediterranean (Oasis or Grapeleaf)
	3. Decide gifts to give speakers at next meeting
5. Research Forum
	1. **Speaker ranking – If you have not already sent a name for a potential speaker to Adam, do so by this Tuesday, August 5**
	2. **As soon as all names are received Adam will send the list of speakers to everyone. Please rank the speakers by next meeting.**
6. Track rep email lists
	1. Bioinformatics, Ortho, Med Physics students
		1. Franz has list of Bioinformatics students
	2. 1st year rep responsible for first year students
	3. Pharmacy rep responsible for incoming pharmacy students
7. Want to get a website going
	1. Franz has volunteered to assist Anita in developing and maintaining the CBGS website
8. Fall semester social event
	1. Career Forum: October 24th (Friday)
	2. Halloween: October 31st (following Friday) – Decided to do alternative ideas (listed below) instead of Halloween Party
	3. Alternative ideas for events
		1. Zoo lights
		2. Pumpkin patch
		3. Hockey game
		4. Art museum – glass blowing
		5. Show at Ritter Observatory
		6. **Carmen and Adam will head up “social committee” and organize fall events**
9. Constitution/Bylaws amendments
	1. **Let Jennifer know BEFOREHAND if you can’t a make a meeting**
	2. **MAKE AT LEAST 75% OF OUR MEETINGS**
		1. **STRIVE FOR 100%**
	3. Change meeting frequency – listed as twice a month
		1. Propose changing frequency in constitution to once a month.
	4. MD representative
		1. Constitution, article 2, section 1
		2. Bylaws, article 2
			1. Propose changing to MD/PhD representative
	5. Committees
		1. Bylaws, article 4
			1. Propose abolishing committees
	6. Presidency
		1. Bylaws, article 1, section 1.2
			1. Propose allowing BMSP representative to assume position without election

Jennifer’s motion: moves to make proposed amendments to constitution and bylaws.

 Adam seconds motion.

Jennifer will make a draft of the proposed changes for the council to vote on next meeting.

**Next meeting - Thursday August 28th – Jennifer will send out location**

**IV. Adjournment**

**End Time: 9:30am**