**Council of Biomedical Graduate Students**

**2/18/2016 Meeting Minutes**

Location: HEB 233

Start Time: 8:05am

Present:

Adam Blatt- President

Brian Youseff- Vice President

Kaitlyn Dvorak- Secretary

Adaeze Izuogu- Treasurer

Jessica Saul-McBeth- Risk Assessment Officer

Tupa Basuroy- CAB Representative

Saad Moledina- IIT Representative

Sravan Perla- CVMD Representative

Erin Semple- NND; MD/PhD Representative

Neha Nandedkar, Pharmacy Representative

Gayatri Subramanian- First Year Representative

Dr. Kandace Williams- Faculty Advisor

Dr. Jennifer Hill- Faculty Advisor

I. Call to Order

II. Old Business

1. 2016 Graduate Research Forum – March 17-18
	1. Advertising
		1. Emails sent to the Departments of Biological Sciences, Biochemistry, and Bioengineering on main campus.
		2. Flyer and Press release sent to GSA PR chair for their website and facebook page, will be hung in the above departments on main campus as well as departments here
		3. Press Release going to Toledo Blade and UT newspaper
		4. In the process of contacting UT/Promedica liason about advertising and potential Finals judge (?)
	2. Food
		1. Since the start time is later, no breakfast foods the first day (coffee and light snacks provided)
		2. Members decided on a taco/fajita buffet from Mi Hacienda for Day 1 lunch
		3. Council members will be taking Dr. Zhao to Zia’s for Day 1 dinner
		4. Day 2 lunch- Grape leaf, and Day 2 dinner TBD (potentially with main campus students)
		5. Reception snacks- combination of drinks from UT and snacks from Costsco, council members will set up refreshments
	3. Funding
		1. Previously awarded $5000 and the possibility of additional $1800.
			1. Many main campus groups presented at GSA, we withdrew from consideration of the additional $1800.
	4. Responsibilities
		1. Discussed potential jobs for Wednesday evening and the two days of the events.
			1. If you did not sign up for jobs please contact Adam
	5. Judges
		1. Initial email sent to faculty members
			1. Already receiving responses.
		2. Deadline will be March 4th
2. Nomination of Dr. Williams for Dean of College of Graduate Studies

Next meeting- TBD

 a. Brian is constructing a formal nomination on behalf of CBGS to show our nomination and support of Dr. Williams to become the next Dean of COGS. Any questions, comments, or concerns can be sent to him.

IV. Adjournment

End Time: 9:05am