

CEGSAC

CEGSAC Executive Board Meeting

January 16th, 2025

Meeting agenda and minutes [last update: Jan 16, 2025]

- 1- Welcome note and quick recap on Fall semester
 - a. A quick recap of the review meeting we had with Dr. Abraham and Jenny was presented
- 2- Group meeting format: one meeting or two short meetings
 - a. The current schedule works for the attended officers, and it was decided to keep the current format and schedule.
- 3- All committees start making a plan & event calendar for this semester. The following notes were discussed with the officers
 - a. This is very important to make sure the events do not overlap
 - b. We need a 15-day notice for each event: APFs, promotion, logistics, etc.
 - c. We will review it in the next meeting
 - d. Update the event report after each activity/event
 - i. The importance of this report was underscored. Especially, the turn out should be recorded.
 - e. To begin, two events for the next two weeks (CCO & SHW)
 - i. CCO and SHW committees need to schedule their first event; potentially “Hot Cocoa and Painting” and “Spring Festival”. The APFs are approved for both events.
- 4- CCE Welcome Week, Spring 2025.
 - a. A quick summary of the orientation meeting was presented.
- 5- Updates from treasurer:
 - a. GSAC mid-year report
 - i. Justin submitted the mid-year report in December 2024.
 - b. GSOGA application

- i. Justin submitted the application in January 2025.
 - c. PGSG equipment grant
 - i. Justin has drafted the proposal and will send to Hosein and Andrew for a quick review.
 - ii. Hosein and Andrew should send their comments by Saturday Jan 18th.
- 6- Town Hall meeting (in Feb):
 - a. Finding area representatives
 - i. Andrew will draft and email to invite students of areas to sign up for area representatives. The email should be sent out early next week.
 - ii. A brief description of an area representative will be drafted by Andrew
 - b. Checking Dr. Govindaraju's, Dr. Abraham's, and Jenny's schedules
 - i. Andrew will reach out to Jenny this week to schedule the event.
 - c. The collected questions should be sent to Drs. Govindaraju and Abraham 2 weeks before the meeting.
- 7- PD Committee
 - a. Ron Klemencic's visit and research presentation
 - i. Based on the latest update from Dr. Abraham, BSAC is taking care of the research presentation.
 - ii. The board decided to support BSAC in presentation part if needed.
 - 1. Justin will update CEGSAC in this matter.
 - b. Emerging leaders
 - i. One sign-up has received. David will start promoting this next week.
 - c. GSAC career fair
 - i. Namith had a meeting with organizers last week
 - ii. The career fair is scheduled on February 24th, 8 AM – 8 PM. The format is virtual.

- iii. The CCO platform will be used for this.
 - iv. Namith has not received any information regarding the attending companies from civil engineering.
 - d. Resuming mentorship program and networking events
 - i. The PDC is planning to have multiple mentorship meetings this semester
 - ii. Jake will reach out to Jenny to get the list of new students.
 - iii. The new students will be invited to join the mentorship program.
 - e. Research symposium
 - i. Will be discussed in committee meeting.
- 8- SHW Committee
- a. Ice skating
 - i. Myles will make a reservation for February 7th (10 PM ~ midnight)
 - ii. Fees: ice: \$250; shoes: \$3
 - iii. Event is free for CCE students
 - iv. Justin will let us know how much outsiders should pay for the event
 - b. Hot cocoa and painting
 - i. SHW committee was asked to plan this event in the next few weeks.
 - c. Weekly sports and collaboration with other orgs
 - i. Based on the last semester's participation, only soccer will be planned this semester.
 - ii. Myles will be in touch with BME rep. for a potential collaboration on weekly soccer.
- 9- PGSG senator
- a. No update from PGSG senator.
- 10- OPR Committee
- a. Updating the website: past events and members info

- b. Sharing pre-and post-event flyers/photos
- c. Newsletter:
 - i. Timeline
 - ii. now we need more contents on the newsletter

11- CCO Committee:

- a. Spring festival
- b. Diversity panel
 - i. Jenny has sent the team two tentative dates for this panel
 - ii. The CCO committee will reach out to the potential panelist; preferably the ones who could not makes the last semester's panel.
 - iii. We can invite graduate students from other engineering schools to attend this session as well. But a RSVP is needed to be sent out.
- c. Voluntary works (more promotion)

12- CEGSAC office and name tags

- a. Getting a sign for the office (volunteers?)
 - i. No volunteer signed up.
- b. Making some artworks for the front of the office (volunteers?)
 - i. No volunteer signed up.
- c. Getting name tags from Jenny
 - i. Andrew will follow up with Jenny

Attendees:

Hosein Pourgholamali

Andrew Coble

Justin Schwartz

Deepak Benny

David Holguin

Myles Overall

Jacob Johnson

Namith Sunil Kumar Puthalath

Elijah Ruiz

Kennedy Perez

Trazigate Njeru

Edwin Patino Reyes

Laasya Sridhar