

Date: Wednesday, February 3, 2016

Time: 2pm EST

Action Items:

- 1) Julia plans to scan website info from convocation to put in FGSA folder (done)
- 2) Krista plans to add everyone to the google doc folder (done)
- 3) Everyone: sign up for committees! (done)
- 4) Coordinate with APS Committee on Membership to make sure our questions are asked in the upcoming survey
- 5) Figure out what the international student affairs committee is supposed to do (done)
- 6) Travel award committee needs to meet, get started, and talk about the statistics (done)
- 7) Add new positions to the website (Anashe, Lucas)
- 8) Get more info about CAM17 (done)

Attendance: Krista, Cathleen, Julia, Hannah, Val, Ruth, Josh, Lucas, Anashe, Andrea, Nick, Danielle

Regrets: Joyprokash

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Agenda:

1. Welcome to new members and introductions
  - a. Chair: Krista Freeman
  - b. Past-Chair: Valerie Gray
  - c. Chair-Elect: Nick Weingartner
  - d. Secretary: Hannah Clevenson
  - e. Treasurer: Ruth Barrera
  - f. Councilor: Julia Gonski
  - g. International Student Affairs Officer: Joyprokash Chakrabartty
  - h. Member-at-Large: Josh Einstein
  - i. Member-at-Large: Danielle Schaper
  - j. Member-at-Large: Cathleen Fry
  - k. Member-at-Large: Andrea Welsh
  - l. CCPD Ex-Officio Officer: Anashe Bandari
  - m. Science and Human Rights Student Delegate: Lucas Hackl
2. Note: all officers must be APS members. Check your current standing!
3. General description of what we do all year
4. Brief report from attendees of APS Leadership Convocation
  - a. Julia and Ruth attended

- b. good networking, other groups are interested in working with grad students
- c. Congressional visit days
  - i. ask 1: thanks for supporting research
  - ii. ask 2: american research investment fund
  - iii. ask 3: National academies research study on child poverty and effect on science education

## 5. Committees

- a. Program Committee (Chaired by Nick) 6+ total
  - i. Current members: Danielle Schaper, Josh Einstein, Julia Gonski
  - ii. People who are interested in joining: Lucas, Anashe, Andrea
    - 1. Also have two non-officers who want to get involved. This is typically a good place to incorporate them
  - iii. Responsibilities: sessions at March & April meeting, CAM 2017
- b. Travel Award Committee (Chaired by Josh) 4+ total
  - i. Current members:
  - ii. People who are interested in joining: Cathleen, Krista, Andrea, Lucas, Danielle(maybe), Nick
  - iii. Responsibilities: reviewing application materials and making decisions, working closely with treasurer, create smoother reimbursement process
- c. Nominating Committee (Chaired by Valerie)
  - i. Current members:
  - ii. People who are interested in joining: Nick, Krista
  - iii. Responsibilities: advertising open positions, getting people to apply
- d. International Student Affairs Committee (Chaired by Joyprokash)
  - i. We need more info on this--not sure what it should be
  - ii. Current members:
  - iii. People who are interested in joining:
  - iv. Responsibilities: increase engagement with international students

## 6. Roles to be filled (2 year terms)

- a. Newsletter Editor (could be a team!)
  - i. People who are interested: Danielle Schaper, Krista, Nick, Andrea, Julia
- b. Webmaster
  - i. Website: Hannah
  - ii. Facebook/LinkedIn: Nick
- c. Potential new roles:
  - i. APS Bridge liaison
    - 1. supporting minority students with grad school
    - 2. People who are interested: Anashe
  - ii. APS IMPact liaison
    - 1. help industrial physicists with networking with students
    - 2. People who are interested:

- 7. Recap of last year
  - a. Travel Award statistics
    - i. Need a multi-year compilation
    - ii. Should this be public information?
  - b. CAM 2015
  - c. March meeting
    - i. Three speakers on collaboration
      - 1. culture of collaboration at NASA
      - 2. collaborations with bio/chem have enabled physics research
      - 3. international collaboration
  - d. April Meeting
    - i. Scales of collaboration
      - 1. Small collaboration (20-30) at Livermore
      - 2. Larger international collaborations (like huge telescopes)
      - 3. CERN
  - e. Budget
    - i. treasurer is in contact with APS director of finance
- 8. Goals for this year
  - a. Pull off March and April Meetings
    - i. Social events
      - 1. Co-host events with other groups
    - ii. Graduate student presentation awards?
    - iii. Julia: possible advertise at April FGSA session  
<http://www.particlebites.com/>
  - b. Get the website fixed
    - i. List Anashe and Lucas and their roles
    - ii. Update travel award site
    - iii. ??
  - c. Membership Drive? (program committee?)
  - d. Career Webinars
    - i. Anashe should be our go-between
  - e. Promoting science communication/blogging
  - f. Overhaul travel award reimbursement process
  - g. FGSA exec committee documentation location
    - i. Will give access to google docs to all officers
  - h. Environment survey
    - i. Committee started for doing next year - There is another planned big survey coming out this year from the Committee on Membership which also is for students. This will cause survey fatigue, and lessen our responses.
    - ii. Rather than doing our own survey let's make sure our concerns are addressed in this big APS one.

9. Miscellaneous

a. Letterhead

- i. Word version
- ii. Latex Version: Emailed out to everyone. pdf example and zip file with all needed files