# Engineering Graduate Student Organization

# Meeting Agenda

## January 29, 2020

## 5:00 PM

Type of Meeting: Full Officer Meeting

Meeting Facilitator: Trevor Sleight

Invitees: All 2019 EGSO Officers and Committee members

* Call to order @5:00pm
* Approval of minutes from last meeting approved
* Old business
* Position Updates 🡪 nominations for new President/VP?
* These are mainly communication, liaison, and meeting attendance
* President
  + Nominations open for next President/VP
  + $500 for a Financial Health Event, will try to combine tax advice with financial planning, anticipate about 20-30 people. Slot in around other events.
    - Financial and tax advice both, if possible; looking at march
  + Up to $500 for mentoring lunches with industry connections that we’re getting through the alumni office (but probably they will pay)
  + SSOE Distinguished Alumni Award Dinner
    - EGSO has been offered 4 slots
      * First come first serve – if you are interested let it be known now
        + 4/4 spots filled, but be on the lookout if one opens up
    - 1 April: 5:30 to 9pm, in Oakland, Business Attire
* VP Updates
  + Welcome back, happy spring!!
  + President and VP elections opening, please feel free to ask me any questions!! I’ve found this position to be very rewarding for different reasons 😊
  + Promoting EGSO at Dept Seminars – Keep signing up!
  + Wellness events
    - Currently scheduling Yoga sessions w/ Pitt Rec for Feb 4 and April 9th
    - Any other ideas anyone would like to see?
  + Grad student lounge is now open on the third floor of William Pitt Union
* International Students Rep:
  + First round of student visa event went well
* Secretary
  + Organize the wire by EGSO events, date order, and mark all EGSO events in order
  + EGSO-sponsored emails mixed in with events that we’re promoting for other groups, suggestion to clearly label sections to help distinguish between these two categories
    - Add a label in header of events, to distinguish between EGSO and non-EGSO events
  + There are sometimes some past events being sent out on the current Wire, suggestion to keep a tighter eye on the dates or include pics of past events with an “in case you missed…”
    - Add in more details on call for photos/information on past events
* Communications Officer
  + Give flyers for events 2.5-3 weeks in advance
* Treasurer
* Event Coordinators

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| --- | --- |
| Event Title | Penguins Game |
| Estimated Date/Time | ~~2/11 (Tuesday) 🡪~~ 3/3 (Tuesday) or 3/24 |
| Ideal Room/Location | PPG Paints Arena |
| Estimated Number of People:  (if the event has been done before what was the attendance) | 30 |
| Requested Budget $ (already approved Y/N)  Provide details on what the budget is for (food, paying a speaker, tickets, etc) | $1100  Tickets: $50/person |

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| Event Title | Bowling Night |
| Estimated Date/Time |  |
| Ideal Room/Location | Arsenal Bowl |
| Estimated Number of People:  (if the event has been done before what was the attendance) | 30 |
| Requested Budget $ (already approved Y/N)  Provide details on what the budget is for (food, paying a speaker, tickets, etc) | $300  3hr rental: $15/person  (We could also do food @ $10-15/person, but that is not included in the price estimate above) |

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| Event Title | Brewery Trip |
| Estimated Date/Time | April/May |
| Ideal Room/Location | Grist House |
| Estimated Number of People:  (if the event has been done before what was the attendance) | 30 |
| Requested Budget $ (already approved Y/N)  Provide details on what the budget is for (food, paying a speaker, tickets, etc) | $300 |

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| --- | --- |
| Event Title | 2020 EGSO Snow-tubing |
| Date/Time | 03/06/2020 Friday night session |
| Ideal Room/Location | Boyce park |
| Estimated Number of People: | 50 |
| Budget $ (already approved Y/N) | 13\*50-(30\*5+10\*15) = 350 |

* Outreach (vacant)
  + The constitute requires that we try to fill this by the next meeting, but it may be best to just wait for the next hiring cycle at this point.
* GSA Rep
* We have a new CEE department rep: Chase Rogers!
  + Proposing $950 (total; 500 from EGSO) funding for event to disseminate research in the CE department
  + If funding provided from EGSO is less than above, CE department will be appealed to, to make up the difference
* Travel Grants
  + ECE has selected their award recipients and will be notifying them / processing reimbursements shortly.
  + BioE’s new travel grant program is working well. Details here: <https://www.engineering.pitt.edu/bioe-grad-travel-grant/>
  + All other departments are on track to have their selections by mid-March at the latest (before the awards ceremony).
  + Dept reps, any other recent advancements I missed mentioning?
* Proposed joint BMES / EGSO outreach event at the Jubilee Soup Kitchen
  + Late March / Early April
  + Haley will be working with BMES’ outreach coordinator to organize this if everyone is on board!
  + Budget = $0
* BMES is also requesting $300 from EGSO for professional headshots for BioE day in April
  + Would also request funding for $300 for cash prizes for BioE day
  + Either/or/both would be great
* Action items
  + Discuss and vote on the CEE GSA’s request for funds for upcoming CEE Graduate Student Research Day (\*\*see related form\*\*)
  + Discuss and vote on proposed joint EGSO / BMES outreach event (event only, no anticipated expenses)
* Mentorship:
  + Up to $1000 for gift cards for $5 per person, 1 a month for coffee
    - Could do every other month, reduce dollar amount, etc
  + $200 for a group event
    - Gathering of multiple/all mentorship events for better mixing of different departments, groups, etc.
* Department updates:
* Discussions
* Adjournment