

GSO Executive Committee Minutes: January 13, 2020  
Prepared by Erin Conley

In attendance: Collin Malone, Adryanna Smith, Erin Conley, Jay Runge, Tyler Johnson, Elise le Boulicaut, Ryan Kozlowski, Charlie Prior

Agenda and notes (actions, tasks, and upcoming events in red):

- Future meetings: Mondays at 3:30p (next meeting: tentatively February 10)
  - Thanks to Jay for organizing these!
- Star Party (weekend of April 24/25): Ryan working on a flyer
  - Adryanna to put in newsletter
  - Need volunteers (10 max)
    - Telescopes and demos
    - Flyer distribution
    - Setup/takedown
    - SPS/undergrads as volunteers (flyer distribution)?
- Textbooks: Jay turned the reimbursement into Katherine
- GSS talks:
  - Collin to send an email about GSS practice defense talks
  - Fridays are best day for GSS talks for first years' academic schedules
- GPSC news via Tyler:
  - Meeting January 14 with GPSC
  - Food pantry, emergency funds for graduate students needing to travel home
  - GPSC winter formal coming up; buy tickets!
- Open house (February 20/21): no updates
  - Ask other graduate students to be volunteers
    - Talk consistently with the same prospective students to build rapport
      - Serve as mentor/contact
  - Katherine will look into Skype meetings with graduate students/faculty (Charlie/Utsav will follow up)
- GPSC funding updates:
  - Previously based on applications for entire semesters
  - Now GPSC introduced rollover funding with approval given 3-4 weeks after applying
  - Adryanna will take the list Ryan/Derek came up with and apply for funding:
    - Spring break is the big event for this year (3-4 days, local schools)
      - Need to remind Derek so that planning can begin
- Social event for January/February newsletter:
  - Valentine's Day event (on the day?)
    - No class conflicts except for the morning
    - Bring wine? (Erin has wine)
  - Superbowl party (February 2) (hosted at Charlie's?)
    - Elise and Charlie will coordinate this event
- Curriculum updates: none...remind Teitsworth about this!

- Women in Physics event: St Patrick's Day (March 17)?
- SRP training: Ryan, Jay, Baran, and Brodie have all completed training!
- Industry panel: Adryanna is working on it
- TA feedback survey (Ryan):
  - 17 people responded
  - Analysis needs to be done, but generally looks positive
    - Jay, Erin, and Ryan will work on the analysis
    - Schedule a time to meet and work on it
  - Adryanna, Ryan et al. to assemble results into 1-2 page report for Kate and Teitsworth to offer recommendations, statistics, etc.
- TAs administering surveys/template:
  - Jay sent NC state's survey; Ryan shared his personal survey
  - Plan to have a template finished by the end of the semester
- Additional newsletter items: email to Adryanna!
- Physics Circles updates (Erin):
  - Sent an email in December 2019 for schedules – received 4 responses
  - Sent preliminary dates for the first 4 seminars in March; waiting to hear back
  - Plan: schedule the first 4 seminars for the people who responded upon approval of dates; apply for funding through GPSC for seminars
- Follow-up items from previous GSO meeting:
  - No updates about Derek getting volunteers to drive shared cars
  - Textbooks: Jay will talk to first-year graduate students about any additional textbooks/resources they think would be helpful
  - Updates from SPS undergrad events (Baran):
    - Still planning on having two events (one in February and one in March)
    - Baran will need volunteers for February event
  - RIP tea time
  - Adryanna to work on mentorship award; will talk to Kate
  - Baran and Collin will follow up on SPS tour of TUNL building
- Discussion items from Katherine:
  - TA surveys that are currently being developed: what are the baseline questions? How in depth? Will the TAs have access?
  - Fall 2020: School Days
    - First Friday in November: middle schoolers at Duke for an informative tour (including physics)