AGSIP Exec Meeting Feb 10th, 2017

Attendance: Laura, Alison, Kalee, Alexandra, Stephanie, Caitlyn

Regrets: Robyn, Geoff, Erika

Agenda: Open House, Area/Grad Rep Updates, Safe Space Workshop, Other

1) Open House
   • This is our last Exec meeting until the Open House (due to reading week)
   • Action Items:
     o Social Committee:
       ▪ need to send out emails to current and new students inviting them to our events (before reading week + reminder email the week after)
       ▪ book reservation at Toucan and set up sign up sheet for the potluck
     o Laura and Kalee
       ▪ email area reps to remind them to please attend the open house, or remind them at the area rep meeting
       ▪ invite faculty to the potluck at the next departmental meeting
       • also ask faculty if they are doing lab/area dinners or not, so we know if we need to plan something
       ▪ Kalee - look into finding the missing area hats (BBCS and Social)
       ▪ Laura - pick up cutlery
     o spruce up the bulletin board in the lounge
       ▪ have contact info for AGSIP members, updates, etc.

2) Area/Grad Rep Updates
   • Laura and Kalee met with Grad reps to help open up communication
     o Grad reps are going to send out email reminder before the grad meetings to see if students have anything they want to bring up
     o they will also disseminate the meeting minutes
       ▪ will likely take the form of a monthly AGSIP newsletter so students are not bombarded with a lot of extra emails
   • Area rep meeting to be held this week or next, to address similar plans

3) Safe Space Workshop
   • date confirmed: Feb 27, 5-7pm
     o location TBA, room will be booked once we have a better idea about attendance numbers
   • Laura will send out RSVP email and reminder
   • AGSIP will provide pizza dinner for attendees
4) Other:
   • brief discussion about possible end of semester/summer events including:
     o wine and cheese
     o some event with faculty (maybe soccer baseball bbq)
     o writing retreat/team building
     o workshop on how to properly submit research ethics