

CHEN-GSAC Meeting Minutes | September 28th, 2020

1. Takeaways from the meeting with Dr. Green and Dr. Jayaraman:-
 - a) Need to promote student-faculty dialogue
 - b) Yearly survey to gauge the direction of student's career inclination (industry/academia)
 - c) To make student's aware why the qualifying exam is important
 - d) Possibility of having a graduate student career fair (Department-specific)

2. Ideas discussed on Department Career Fair
 - a) Extend CHEGSA research symposium and form a research and career-oriented event/fair
 - b) Invite companies attending SEC's Engineering Fair to a separate department focused fair on the same day
 - c) Make use of the platform of research week to call companies. Partner with students groups with similar research/field focus
 - d) Form a planning committee. Send out an email to invite department student bodies to form a student task force [Rachit]. Make a contact list of department presidents, graduate advisors etc. [Rahul/Ashley]

3. Current Agendas
 - a) Weekly check for student queries (Anas/Vaishnav/Rachit)
 - b) Send recurring emails to students to anonymously collect questions on Townhall (Through GSAC Website/Google Doc) - Emphasize Anonymity
 - c) QPR training inputs from CHEGSA (Rahul).Combine with USAC
 - d) Refer new students to the GSAC website for suggestions [Ashley/Anas]

4. Review on Previously Discussed Items
 - a) GSAC website and new leadership update – done.
 - b) Elect a GESAC representative, discuss roles and responsibilities – done [Anas]
 - c) Survey analysis followed by a meeting with Dr. Jayaraman and Dr. Green -done

5. Yearly Agendas
 - a) Chemical waste disposal
 - b) Placing purchase orders
 - c) Contacting the maintenance staff and submitting maintenance requests
 - d) Email about Student Counseling Services and CAPS Office Hours in Zachry and Sanvello [Reminder emails – Anas/Vaishnav/ Zhuoran]

GSAC team 2020-2021

- Chair - Rachit Gupta
- Secretary - Vaishnav Meduri
- Executive Assistant - Muhammad Anas
- Webmaster - Zhuoran Zang
- Scheduling Officer - Christopher Gordon
- GPSG Representative - Rachit Gupta/ Vaishnav Meduri
- Council Member (ChEGSA representative to GSAC) - Rahul Kakodkar