

Chemistry GSC
Minutes for January 12, 2005

Old Business

- 1) Secretary's report
 - a. Read previous minutes, approved? Yes
- 2) Treasurer's report
 - a. Monthly expenditures and current balance
 - b. 15,154.66
 - c. Haven't paid any bills yet
 - i. Lab coats ~4100
 - ii. Christmas party ~2300
 - d. Dept owes us ~600-1000
 - e. We'll have approximately 9,000-10,000 when it's all said and done
- 3) Social coordinators' report
 - a. Review holiday party
 - i. Bar ~1700. They ran out of beer fairly early.
- 4) V.P. report
 - a. GSAS update
 - i. Last meeting December 6th
 - ii. Funded colloquia for German department
 - iii. Big thing with health insurance, another 18% increase in cost. They're really going to bat on this one.
 - iv. Research exhibition date to be announced. The previous date set conflicted with a Jordan Hall symposium.
 - v. Social stuff
- 5) Student-invited speaker report
 - a. Bioanalytical subcommittee report
 - i. Student invited speaker March 11th
 - ii. Working on details
 - iii. We have rough outlines of expenses
 - iv. Catering discussion regarding what we'd like to see at the reception following the seminar
 1. Light bar, hot/cold food.
 2. Estimation based on 60 people
 - v. Applying for money from GSAS
 1. Won't pay for food, but will pay for hotel and airfare.
 - b. Medicinal subcommittee report
 - i. Have an initial list, going to narrow it down.
 - ii. Going to narrow it down to five choices.
 1. Catherine will post that list on the website as well as a little summary regarding why they would be a good candidate to invite.
 2. Need to get on the colloquia.
 - a. Endowed lecture series.
 - i. Ireland in March or April

ii. Others rotate

New Business

- 1) Newsletter?
- 2) Prospective weekend (March 17-19th)
 - a. Dr. Cafiso here to discuss it all.
 - b. Coming in on Thursday, the week after spring break.
 - c. Much will go the same as last year.
 - d. Idea to go to lunch down on the corner on Friday by walking through campus and giving a tour
 - e. Idea also to match students with certain professors that align with their interests, that way the faculty knows their schedule before hand, as well as the students.
 - f. Some talk about bringing in some folks earlier than March, maybe February.
 - g. Talked also about assigning a graduate student to the prospective student to initially make contact with the student.
 - h. GSC sending a packet of information with housing info as well as other resources about the university and the graduate program.
 - i. Deadlines:
 - i. For support is sometime in February, then to the graduate school is a little later.
 - j. Class size of incoming
 - i. Would like to see ~25 students.
 - ii. Sometimes difficult to predict what's going to happen.
 - k. Notes from Chris Mocella's email regarding his meeting with Dr. Cafiso:
 - i. I had a meeting today with Dr. Cafiso, who is organizing Prospective Weekend, and I wanted to get you a quick update on some of the topics we talked about.
 - ii. Prospective weekend is tentatively scheduled for Thursday March 17th though Saturday March 19th. The 17th is the last day of the ACS meeting in San Diego, which may or may not affect some grad students/professors, but shouldn't be too much of a concern. Dr. Cafiso also mentioned that an early, smaller, visitation weekend might happen in February. Some professors had brought up the idea of getting in some of the more-qualified applicants early to compete with some of the larger schools (Harvard, Berkeley, etc) that will also be accepting them. This is tentative at this point, but the faculty will need the assistance of grad students for this event if it goes off.
 - iii. The GSC will be sending out some information along with the acceptance packets/prospective weekend info. We'll be including an introductory letter, contact info, as well as useful websites and information about C-Ville housing.
 - iv. Tentatively, the plan for prospective weekend is as follows:
On the 17th, the prospectives arrive and we'll ask them to be at the

hotel by 5:30 or so. We'll be picking them up and giving them a brief driving tour of campus before coming to the building and having the grad students give a tour before the Q+A session with grad students. Dinner that night will be with grad students, as usual, probably somewhere on the Corner (the Biltmore was the location last year).

- v. On the 18th, the prospectives will be picked up from the hotel and the GSC will provide breakfast and coffee. Dr. Burnett will have his meeting with them, going over the basics and fielding questions. The GSC would like to have the poster-session following this event before lunch. There would be posters set up by grad students and faculty, and there would ideally be a big turnout of grad students and, most importantly, all of the faculty to talk with the prospectives.
- vi. Afterwards, the GSC would like to have lunch on the Corner (there were some issues with having an in-house lunch last year), so a walking-tour of campus could take place on the way to lunch. The prospectives will come back and have their meetings with professors in the afternoon. The schedule for meetings would, ideally, be pre-arranged according to interest when the prospectives return their interest in the visitation. This will make it so they can have a broad-scope of professors to meet with and there aren't gaps in their schedule.
- vii. The seminar will be at 4:00 p.m. that day, which is optional, but highly encouraged. Afterwards, the prospectives will be taken back to the hotel and the formal dinner will be that evening. Saturday morning the GSC would like to plan an event to take the interested prospective students around the area. We've been tossing around the idea of Monticello or possibly a hike (Humpback, etc) so they can see the area and get out a little bit, but other ideas will be discussed.
- viii. Dr. Cafiso has planned to come to the next GSC meeting next Wednesday morning at 9:00 p.m., so we'll all have the chance to hear his ideas and work out any ideas that people have.
- l. Things that we'd like to see in a graduate student packet.
 - i. Housing information.
 - ii. Map of area with respect to location of the hotel and department.
 - iii. Information regarding parking on/around campus.
 - iv. Telling them where to go when they get here.
 - v. Bus map...transportation information
 - vi. Cover letter.
 - vii. The corner and downtown info
 - viii. List of useful website.
 - ix. Tell them perks of their enrollment (football games, AFC, etc).
 - x. A schedule for the weekend.
- m. Ideas for Saturday

- i. Monticello and a trip to a winery
 - ii. Hiking
 - iii. Ice skating downtown and walking around the downtown mall.
- 3) Q&A with Burnett (January 18th 3pm Rm 304)
 - a. Major topics
 - i. Professor hiring
 - 1. 1-2 every year for the next few years.
 - 2. 3rd year poster session, getting more guidelines.
 - 3. Number of new graduate students.
 - 4. Fourth year seminar series.
- 4) 3rd Year Poster Session (April 7th)
- 5) Fundraising Ideas
 - a. Hosting a bar night
 - i. Bar on the corner or something, have drink specials and they can buy cups. Has to be a weekday. Might be able to talk someone into a rail special rather than a beer special.
 - ii. Can send out the information to all GSAS reps, they can pass it along to their departments.
 - iii. Not a lot of work on our part.
 - iv. Jon and Joy will go talk to bars about doing this.
 - b. Donuts
 - i. Krispy Kreme
 - ii. Pre-ordering a la Girl Scout cookie thing.
 - iii. Jess volunteers to go pick them up in Richmond, AFTER FEBRUARY☺
- 6) Website updates
 - a. Holiday party pictures.
- 7) Other issues
 - a. Moving the meetings to Tuesdays. Third Tuesday for next meeting, then the second Tuesday for the remainder of them.