



GRC Committee  
Meeting Agenda  
November 1st, 2017  
10:00A.M.-11:00A.M.

GRC Chair: Scott Riley II

Members: Morgan B., Eleanor B., Ging S., Dawn G., Hope, Ethan H., Alex R., Eyal K.

Attendance: Ethan excused

- I. Call to order/Roll Call:
- II. Old Business: Task lists from previous week.
  - A. Committee Compensation: *Scott*

Reasonable (6\$ an hour). Tell Dawn how payment is preferred by email.

- B. Report on alumni-list *Eleanor*

Shortlist in the next 2-3 weeks. Don't reach out before December. Reach out in December.

- C. Upload ad content *Ging*

Done.

- D. Get iNet response *Ging+Dawn*

Suspended until further notice, they're reviewing request process. Weekly updates. If no response in 3 weeks, drop.

- E. Discuss giveaway/swag *Everyone*

On hold for 1 week. Could Senators please do the survey? Email Roy to put on Senate Meeting drive. Finalized date for purchasing by mid-Jan, not wait until close to GRC order. Hace everything by spring semester. Send e-mail to senator list. Ask grantees to vote? Make part of grant applications?

- F. Design for committee shirts (logo+ask me) *Everyone*

More for spring semester. Business casual for committee report photo. Shirts ordered to be used for whole spring semester. Choose shirt color based on current wardrobe flexibility. Hashtag on shirt designs. #GRC40 #InterdisciplinaryInnovations. Vote next week.

G. Guidebook *Alex*

Tentative schedule added. Reduce description? People will look at it. Alex to update description and present next week. Choose hashtags. Link to other posters through schedule tab. Try sample poster.

H. Abstract Review Process *Morgan*

No abstracts yet. Morgan will create a spreadsheet, each person will be assigned some abstracts once populated.

I. Facebook advertising *Hope*

Promotion set-up, will say boosted/advertising. 9.89 spent, 398 reached. 11 link clicks, 2 shares. Reach changed only to those who liked GSA page and their friends. Low click-return. Merits second round for spring. Make copy of ad for records. Might be more useful for advertising the event.

J. Website, 3MT *Scott*

Capitalize 'information' tab. Upload image of budget and pdf. Add descriptions for things are. Change GRC to spell it out on page itself. Phd changed to PhD on bottom of 3MT page. Add FAQ, add workshop timeline, Scott Morgan. Add workshop ppts. Speakers on itinerary.

Workshopped e-mails. Hope to reserve tentative rooms. Send 2nd image now, wait on 1st on Friday.

K. Faculty list *Everyone*

Dawn sent the faculty list for reviewers and networking conference. Update next week.

L. Faculty Panel Reviewers *Everyone*

Discuss next week.

M. Post-GRC survey (how did they find out) *Everyone*

### III. New Business

Draft formal email with flyer and send it out to go to classes.

Picture needs to be taken for the website. Next wednesday

#### Task List for Next Week

iNet *Ging*

Put Survey on Senate Meeting drive *Scott #GRC40*

Send e-mail to senator list *Hope*

Ask Council if survey can be roped in to grants applications *Scott #GRC40*

Vote on shirt design next week *Everyone*

Guidebook description update, create model poster to try out *Alex*

Choose hashtags *Everyone*

Make website changes (see 'J' above) *Scott*

Reserve Scott Morgan rooms *Hope*

Faculty lists *Everyone*

Reschedule Abstract Workshop (December) *Everyone*

Send faculty email about going to classes *Ging*

Contact faculty about going to their classes *Everyone*

Come business casual to next meeting *Everyone*

Ask Peter if we can meet at GSA office *Dawn*

Send reminder on Tuesday to come business casual and bring flattering individual photos *Scott*

Tell Eleanor about graduates *Everyone*

Update task-list *Everyone*

### IV. Adjournment