**AAPS Officer’s Meeting**

September 16th, 2022

Meeting start time: 12:09

Meeting end time: 1:16

1. **Attendance**
   * Present: Kori, Jack, Emily, Evan, Maddie, Huimei, Danny, Lauren, Riya
   * Absent: Bauer (excused)
2. **Motions**
   * Motion to open Officer Election submissions from 9/20-10/9
     + Motion by Kori, seconded by Maddie
     + Unanimous yes
   * Motion to release a Qualtrics Officer Election Ballot on 10/11 from 10am-5pm
     + Motion by Kori, seconded by Evan
     + Unanimous yes
   * Motion to hold Coffee Hours on the first Friday of each month this semester: 10/7, 11/4, and 12/2, from 11-1pm
     + Motion by Emily, seconded by Evan
     + Unanimous yes
   * Motion to hold a Halloween Football Watch Party + Costume Contest on 10/29 for the UK/Tennessee game as our October event
     + Motion by Evan, second by Maddie
     + Unanimous yes
3. **Announcements**
   * Renew national memberships soon if you plan on running for office again
   * Elections are coming up – would like to open nomination submissions from 9/20-10/9 and release a ballot on 10/11 from 10am-5pm
     + Tuesday at seminar, Kori will make an announcement that nomination submissions are being accepted
       1. Give 3-week deadline for submissions
   * Want to have an event or ceremony to celebrate the pass-off of officers
4. **Updates**
   * Chair/Vice Chair (Kori and Jack)
     + We have an AAPS locker downstairs in COP (Locker #------)
       1. --------------------------------
       2. Combination: -----------------
     + SAC updates: Masquerade ball on 10/2, 5-8pm, $25 tickets
     + Trying to use BBBinvolved more frequently
     + Merch left over:
       1. Tshirts – 1S, 3XL
       2. Quarter zips – 1S, 2XL
   * Treasurer (Daniel Kolpek)
     + Current Balance: $3,045.89
     + Made an additional $295.88 from COP welcome back picnic
       1. Total income from merch sales: $689.80
       2. Total expense of merch sales: $618.88
       3. Net revenue = $70.92
   * Historian (Lauren Weaver)
     + We want to put a link to our merch sales on the website
       1. Need to check that it’s feasible to put up for orders
       2. Need to organize merch ideas – preferably before November so we can do Holiday sales
   * Graduate Program Committee Rep (Maddie Stewart)
     + Retreat debrief: got feedback from faculty members for things to do next time but overall people were happy that it happened
       1. Event was too long and at a boring location
       2. Want to refocus on more redefined goals
          1. It might not have been beneficial to separate students and faculty
          2. The main goal is for students to interact and meet faculty so try to refocus on that
     + Performance evaluation rubric: Feola is finalizing the draft for this and bringing to their next meeting
     + Restructuring committees: Other schools have committee members with more defined roles, so there is talk of instating a co-chair besides the PI to offer an objective power-checking position for both the student and the PI
     + Redefining language in handbook surrounding committee meetings: The school wants to encourage committee meetings to happen more often
       1. “Require” is a bad word – one meeting every 12 months is required but meeting more often is encouraged
     + GPC wants to instate a more formal review process to keep students on track by looking at GPA, checking students are on track with committee meetings, meeting TA requirements, etc, and possibly may hold “interventions” for students to stay on track rather than leaving the responsibility on Catina to send reminder emails
     + GPC election – maybe updating to a 2-year position with extension option
   * PhD Program Social Chair (Evan Miller)
     + Scheduling meeting with Dr Mitchell to start a PhD student only volunteering program – hopefully update next meeting
   * Student Body Representative (Riya Trivedi)
     + Reaching out to first year students to get update on mentor/mentee pairing
       1. All positive feedback so far
   * Graduate Student Congress Rep (Huimei Wei)
     + New merch ideas
       1. Mugs and tshirts from same place as before (ad-venture)
          1. Order more quarterzips and tshirts but try to get tshirts in different color and material
       2. Stickers from red bubble
          1. Finalize design from Evan (mugs and stickers)
     + Talk about putting a lot of effort on mental health events and things
     + Grad student congress is out of funding now so they will not be giving student organization funding after next year
     + 9/27, Huimei and Kai are organizing first slice of science event – topic 5 min chalk talk, 7-8 speakers
5. **Upcoming Events**
   * Coffee hours – First Friday of the month 11-1pm
6. **Event Planning**
   * October – Halloween costume football watch party
     + Ask faculty if they will host
       1. Possibly Feola or McNamara
       2. If not faculty, Kori will host
     + Clarify prizes and times next month
   * November – cider mill
7. **Action Items**
   * Everyone – update position descriptions and send to Kori by 9/19 at midnight
   * Everyone – put together a transition document to give to new officers
   * Huimei – look at prices for new merch: coffee mugs, new tshirts, etc
   * Evan – updates for Halloween event hosting and merch designs
   * Kori – coffee hours flyer and send out event reminders and election emails