WiGS Organizational Meeting  
3 August 2011 from 10-11AM in Foege S-448  
Recorded by Gennifer Merrihew

Members in attendance: Leslie Emery (emeryl@uw.edu), Tanya Grancharova (tgranch@uw.edu), Jen McCreight (jmccreig@uw.edu), Gennifer Merrihew (genn@uw.edu), Melody Rynerson Palmer (mryner@uw.edu) and Jenny (Wagner) Andrie (jmwagner@uw.edu)

I. Event coordinating responsibilities/issues  
   a. Leslie and Melody talked with Nancy Cameron  
      i. Can email lunch orders, refreshments to Carlene Cross since it’s only for at most 4 seminars  
      ii. Asked for email list of other departments to contact about seminars  
      iii. Leslie, Melody, Carlene and Nancy will meet to discuss further details and Leslie will update seminar planning protocol

II. Regular informal lunch/social events  
   a. Weekday brunch at Portage Bay Café to be organized  
   b. Leslie will send out Doodle poll  
   c. Will have a brown paper bag lunch a couple weeks after Portage Bay event

III. Seminar planning  
   a. We currently do not have any ideas of who to invite for COMBI  
   b. Genn will send out Catalyst survey to determine GS seminar speaker  
      i. Jenny will organize once speaker is determined  
   c. Genn will organize winter alumni seminar  
      i. Plan to invite Karen James  
   d. Leslie will organize spring policy seminar  
      i. Plan to invite Laura Meyers to discuss gender pay gap  
   e. Jenn is organizing fall alternative career seminar  
      i. Plan to invite science writer Jennifer Ouelette

IV. Website  
   a. Leslie will double check about Google calendar to uw.edu accounts  
   b. Jenn, Genn, etc will email gmail accounts to Leslie  
   c. Can add extra non-WiGS events to calendar

V. New budget  
   a. Mostly similar to last year’s budget  
   b. Due mid August

VI. Retreat talk  
   a. Melody will email Carlene about getting WiGS slot

VII. Fall lunch discussion - general exam/thesis proposal session  
   a. Genn will organize  
   b. Have a panel of 4 grad students to discuss issues relating to taking a general exam, picking a committee and writing a thesis proposal

VIII. Spring lunch discussion  
   a. Leslie would like to organize a discussion about picking a post-doc position

IX. Possible other lunch discussion  
   a. Melody mentioned having a discussion about management of time while TAing

X. New school year kick-off event  
   a. After Wednesday, October 5th GS seminar
b. (Who? Tanya?) will organize a bowling event at the Garage like last year