BESA MEETING Minutes

For any questions you might have, we’re on Slack! Email Dustin Hadley to join (djhadley@ucdavis.edu) at https://besa2017-2018.slack.com/

- **Attendance:** 18

### Upcoming Events:
- Jan 17th – Faculty Lunch (12-1pm GBSF Lobby)
- Jan 19th-21st – BESA Cabin Trip
- Feb 6th - Panel at Sheldon HS
- Feb 13th – BESA Monthly Meeting (12:30-1:30 GBSF 3206)

### Recap:
- **Coffee Hour**
  - 20 people
  - Dave said it would be a good idea to have an opener so students
  - Should avoid valentine’s day for next coffee hour
  - Charlotte will send out survey of who to invite
  - Of $70 budget, <40 spend and have left over and reusable goods
  - Should try to plan a quarter early so professors can make plans
  - Try to include tea and cookies in the future
- **BESA Website**
  - Dustin and Charlotte to have access as well
  - Wordpress through UC Davis seems to have less freedom
  - Try to have it updated before recruitment (~8 weeks from now)
  - Should plan a meeting and/or slack group to determine structure of website
- **BESA Undergrad mentors**
  - Possible meetings later this year
  - Mentees are supposed to make first contact, but try to reach out if they have not yet.

### Discussion:
- **BMEGG Video**
  - Aditi (Marketing and Communication Director of the Department of Engineering) and Alex Fisher-Wagner here to discuss the video
  - Combining Why Davis with BMEGG with more focus on grad group
  - More research focus will be a later video
  - Call to action (go to website or contact an individual
  - 2 min retention (2 min max video)
- **Outreach**
  - Need volunteers for panel at Sheldon HS on Feb 6th
    - 2 timeslots with 4 people at each timeslot
    - Talk about grad school, science etc.
Could get people from BMES to get undergrad perspective
Forward sign-up sheet to undergrads to see what responses come out of it.

- Bridgeway Island Elementary
  - Had no contact with
  - Should reach out to Chad Wong (?)

- Design Challenge (April 14th)
  - Auditorium is booked for the time
  - Start at lunch and go to evening
  - Lab tours and prizes

- Newsletter
  - Need publications to go into this month
  - Want hashtags for twitter and Instagram to make it easier to find photos from events
    - Facebook, twitter, and Instagram for BMEGG (@UCDavisBMEGG)
    - #UCDavisBMEGG, #UCDBMEGGresearch

- Cabin Trip
  - Email in next day or two
  - Cabin assignment is by time of payments
  - Carpool spreadsheet to be sent out
  - Don’t forget to carry chains for the car

- Faculty lunch to be planned
  - Next Wednesday? The 17th, because faculty meeting on Jan 12th
  - Should determine all faculty meeting days to prevent scheduling conflicts
  - All in GBSF lobby; Add to your calendar
    - Friday, January 12 from 12 - 1 pm
    - Wednesday, February 14 from 12 - 1 pm
    - Monday, March 12 from 12 - 1 pm

- Monthly student presentations
  - Second Friday every month;
    - February 9th, 2018 4:30 – 6:30 pm GBSF 2202
    - March 9th, 2018 4:30 – 6:30 pm GBSF 2202
  - Need presenters (a sign-up sheet will be sent out)
  - Possibly happy hour or something after
  - Committee Head: Paul
    - Tima, Marcus, JP, Emily, & Liz

- BESA Recruitment (March 1-2, 2018)
  - Emails to come. PLEASE SIGN UP
  - Survey on events to be sent out
  - February meeting is a sign-up time, so framework need to be decided beforehand
  - Ask to get into recruitment slack to help plan
  - Things to keep from last year:
    - Thursday social night. The choice of game night or downtown was good for the people who chose to come here.
    - House party: potluck atmosphere and help with set-up and clean-up
- Poster session
  - Things to change from last year:
    - Lab tours need to be more organized
    - Make maps
    - Walking tour to be shortened down