Steering Meeting Minutes

July 19, 2023 – 12:30-1:30 PM Eastern

In attendance

Balint Kacsoh, GSA Engagement staff
Caroline Aragón, Communication and Outreach co-chair
Hassan Bukhari, Multimedia co-chair
Jadson C. Santos, Career Development co-chair
Jessie MacAlpine, Communication and Outreach co-chair
Pravrutha Raman, Accessibility co-chair
Shreyasi Mukherjee, Policy and Advocacy co-chair
Uyen Linh Ho, Community and Membership Engagement co-chair

In absence

Aakanksha Singhvi, Steering Committee advisor
David Peede, Multimedia co-chair
Jessica Vélez, GSA Engagement staff
Jessie MacAlpine, Communication and Outreach co-chair
Jillian Freese, Accessibility co-chair
Jordan Ward, Steering Committee advisor
Julio Molina Pineda, Policy and Advocacy co-chair
Uyen Linh Ho, Community and Membership Engagement co-chair
Walid Mawass, Community and Membership Engagement co-chair

Agenda

1. Admin updates
    a. Career Development co-chair needed!
    b. GSA Twitch channel is live with branding and ready for initial streams.
        i. www.twitch.tv/geneticsgsa
        ii. Please help spread the word about the stream
    c. ECLP Application materials review
        i. For co-chairs, please review and make comments on the following points:

1. ECLP Application suggestions:
    a. Make note international students welcome
        i. Add note for time zones
    b. Commit to monthly meetings, or committing to achieving tasks offline
    c. Add into application "subcommittees have met at x time historically this past term"
    d. Add note of yearly evaluations taking place based on completion of tasks
    e. Add a question of languages spoken by applicant. Check this point with the contact person of the Equity and Inclusion committee. Perhaps having the interview rather than an application is better.
2. ECLP Application rubric
    a. For interview with engagement, ask directly if there would be interested as cochair if good feel
3. ECLP Application Checklist
    a. Add note for time zones
4. Commit to monthly meetings, or committing to achieving tasks offline
5. Add note of yearly evaluations taking place based on completion of tasks

2. Co-chair Q&A
3. Advisor discussion topic

Action Items

Action Item	Owners	Deadlines	Status
Review survey to identify new potential questions needed to be added (engagement reviewed participation expectation question to be added)	Co-chairs	8/5/23	In progress
Review application rubric –add any	Co-chairs	8/5/23	In progress

section that would benefit the ranking system			
Review application checklist and ensure explanations for what questions are asked make sense	Co-chairs	8/5/23	In progress
Ask members of subcommittees if they would volunteer to be contacted by new applicants	Co-chairs	8/5/23	In progress
New co-chair for Career Development	Jadson C. Santos	21 July 2023	In progress