

Minutes

12:18 Director calls meeting to order. Members Josie, Aidan, Will, Ihsan, Myles, and Remy present. Joe also. Visitors Jacob, Lea, Emily, Avery, Simon Katz, Luke Kenney, Felix, Zachary also present.

12:19 Josie explains structure of typical meeting

12:23 Minutes of previous meeting read and approved

12:24 Program director presents proposed agenda

12:25 Agenda set:

Old Business

1. State of Institute
2. Rubric – establish committee to review rubric and report back with suggestions
3. PI structure (see lab structure in new business)
4. Establish board offices/officers for the year
5. Other

New Business

6. New Logo
7. T-Shirt orders
8. InnovatED.LA
9. Dark Matter Day
10. Lab structure (see document)
11. Updating WISR Social Networking
12. Set next meeting date
13. Motion to adjourn

12:27 Joe's report closed, next item opened: assessment rubric

12:29 We need a draft proposal to be presented at different time, Josie, Felix and Will volunteer

12:30 Will motions to establish a committee for reviewing the rubric and presenting it at the next meeting. Motion passes. Agenda topic closed.

12:31 Agenda item 3 opened: PI lab structure.

12:32 Josie suggests postponing discussion, but will thinks that it is necessary because of the size of the virtualization lab. Josie suggests using Will and virtualization as a test run for the PI structure.

12:33 Aidan motions for a trial run of Will and virtualization being a trial run for PI structure. Motion passes. Item closed.

12:34 Josie skips to item 8 of the agenda: InnovatED.LA, Joe describes it to those present

12:36 Joe gauges interest in InnovatED.LA

12:37 Myles moves to table discussion of InnovatED.LA to a later meeting. Motion passes.

12:38 Director presents on the results of the survey

12:40 New publication requirements proposed by Director: one publication. Idea to put informal posters for each project to raise awareness of projects within the institute. Idea: Women Of WISRD (WOW). Idea: redefining meaning of “contribution to the Institute”.

12:42 Myles thinks that requirement for publication is necessary

12:44 Josie doesn’t want anyone to hate her. Too late.

12:47 Proposal for workshop on publication writing, as well as optional additional workshops and a video.

12:50 Remy moves to implement the writing workshops under the responsibility of Josie. Motion passes.

12:51 Aidan moves to amend motion so that workshop must occur before winter break. Motion passes.

12:53 Ihsan moves that Emily and Lea oversee the implementation of a project update bulletin board and are authorized to purchase such a bulletin board with Institute money. Motion passes.

12:55 Jacob briefly discusses Twitter

12:56 Next board meeting set for tuesday, september 12th

12:56 Ihsan moves to adjourn the meeting. Motion passes.