

# GSIT Meeting

January 25, 2019

Meeting Start 4 PM

LSW 509

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**Attendees:**

Kirstin Hester, Sarah Hileman, Chris Goodchild, Ana Mosier, Joel Hickey, Paige Krupa, Bobby Bowser, Stacey Herriage, Md Ibrahim, Justin Scott, Will Mimbs, Dean Oldham, Carey Pope

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## Minutes

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**Agenda item:** New GSPGA Representative

Discussion: We need to appoint a new person within GSIT to be our GSPGA representative. This person would need to attend GSPGA meetings every other week (Wednesdays at 5:30). We need someone to consistently attend these meetings in order to regain good standing with the graduate association.

Bobby has volunteered to be our representative for the upcoming semester.

**Action items**

✓ none

**Deadline**

none

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**Agenda item:** Conference Opportunity (Society of Toxicology)

Discussion: The Society of Toxicology will be holding their national meeting between March 10<sup>th</sup> - 14<sup>th</sup> in Baltimore, Maryland. Registration for the event is open and will also be available on-site. Abstract submissions are closed.

**Action items**

✓ none

**Deadline**

none

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**Agenda item:** ITP Polos

Discussion: To those that ordered polos, they have been delivered. Ana has them for pick-up immediately following the meeting.

**Action items**

✓ If you ordered a polo and don't have it, contact Ana (ana.chिकासmosier@gmail.com)

**Deadline**

ASAP

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**Agenda item:** ITP Winter Symposium/Poster Session

Discussion: ITP's annual symposium will be taking place on March 25<sup>th</sup>.

We need to decide if we should continue to have the session at McElroy or change the location to the Wes Watkins Center.

Dr. Pope believes that we have resources to allow to pay for another location. Food would be another hurdle, we may need to use GSIT funds to supplement.

GPSGA Funds are available for events of this nature, but we would need to be in good standing with them for at least a semester before applying. (Maybe we could consider applying for this next semester for graduate panel)

Dr. Pope feels that we should get a count of how many posters we will have prior to making the decision to move to Wes Watkins.

How many posters can we expect from those here today? We count about 15-20 posters from meeting attendees and their undergraduates who may present a poster.

Do we have record of people that attended last year to contact? We had ~26 posters last year.

Should we open up the poster session to attendees from the broader Oklahoma community? If so, we will likely need to expand to Wes Watkins.

In order to get a definitive count on posters in advance, we will need to implement an earlier submission deadline for abstracts. Potential abstract deadline of February 25<sup>th</sup>?

How can we reach people that may be considering attending?

Fliers for the event need to go out soon – may need to post initial fliers without the exact location, only that it is an on-campus event

Pitch it a GPSGA meeting.

Email additional departments.

Ads in O'Colly – estimated cost ~ \$5-7/week

Advertisements on OSU social medias? – Twitter, Facebook pages

Facebook advertising (promotion feature - Can you select people from OSU network?)

Media interviews – Derinda Blakeney at vet med could reach out to her TV contacts.

KOSU station? Local NPR – Burns Hargis

(If we decide to offer door prizes, make it clear in advertisements.)

Technical Considerations

The room at Wes Watkins is currently on hold but it needs to be reserved soon.

How many poster boards do we have between McElroy Hall and Biological sciences?

We would need to move them to Wes Watkins.

Staffing? We would need to figure out the people to contact at Wes Watkins to help with problems/questions to ensure the event runs smoothly.

Should we do fundraise at the event?

Things that we could sell?

Door prizes? (Maybe for attendance or filling out a feedback survey)

Can we sell booth space? Unknown, but maybe booth space could be provided for free as an incentive for additional companies to attend which may bring posters.

**Action items****Deadline**

✓ Give Dr. Pope potential outside participants (carey.pope@okstate.edu)

ASAP

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**Agenda item:** Allocating GSIT Funds

Discussion: As a group we need to decide how to spend the money we have raised this year.

## Possible options

As discussed earlier, use funds to support purchasing of food for the ITP symposium

Use funds to support award money for ITP symposium (Posters, platform, undergrad awards). Maybe have a 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> prize.

Use funds to support upfront costs of future fundraising events?

Use funds to support GSIT activities (lunches, other social events)

Use funds to give GSIT members small travel awards

Ana will be sending out a Survey Monkey soon. Participants should rank fund allocation based on what they deem most important.

**Action items****Deadline**

✓ Fill out Survey Monkey from Ana

January 30<sup>th</sup>  
before 5PM

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**Other Information**

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**Special notes:**

Motion to adjourn 4:45