



EGSA @ UCLA Dean Meeting Minutes

1. Meeting Information

Project Name:	Engineering Graduate Students Association	Meeting Date:	10/14/2011
Meeting Location:	Dean Conference room	Meeting Time:	4.30pm
Meeting Called by:	Vanessa T./ Dean Dhir	Meeting End:	5:15pm
Meeting Notes prepared by:	Vanessa T.	Meeting Notes Date:	10/14/2011
Next Meeting Date:	Not determined		

Attending	Not attending
- Dean Dhir - Vanessa T., President - MaryTheresa P., VP Internal - Caroline M., VP External	- Ravi R., Secretary - Daniel G., GSA rep. - Manuela G., Outreach Coordinator - Alexander A., IT Director - Xinda L., Events Coordinator - Barik Pulok, Sustainability Director - Tom, Lounge Manager

2. Meeting Summary

1. NSF Workshop

The Dean would like to know at the end of the year how many students applied to the NSF fellowship and how many students received the fellowship. More students should be encouraged to apply to the NSF fellowship. The three top schools have more recipients because they have more applicants. The Dean would like to increase the number of applicants at UCLA.

We can contact William to provide food or funding for food during the small group meetings organized by MT to help the applicants.

There is a list of faculty professors who can help to review the applications by field. We can get this list from William. Dean Dhir recommended that we contact Prof. Amit Sahai in the CS department to review CS-related NSF applications.

Actions:

- Contact William to provide Faculty list and food/funds for NSF small group meetings
- Contact Prof. Amit Sahai recommended by the Dean
- Provide data to the Dean about the number of applicants and recipients

2. Resume and Internship workshops

Dean Dhir suggested that during the resume workshop, students could bring their resume to get direct feedbacks and comments. The person from the Career Center could review the resume during the workshop or other students/counselors could help the students on their resume. We could post examples of good resumes on the EGSA website (removing the names).

3. EGSA Lounge

An overall increase in the use of the Lounge was observed with a higher increase in the Fall quarter and a decrease at the end of Spring quarter. Since the beginning of the academic year, the number of students using the Lounge is smaller than same time last year due to a thermostat issue. The Lounge is too cold and the thermostat is located in the adjacent classroom. Dean Dhir suggested contacting Jason and the Facilities to fix this problem. We also would like to purchase some new computers for the Lounge.

The Dean offered EGSA \$2000 on the Dean's account to maintain the Lounge and renew some equipment. We will also keep the Dean's account number ID to reserve the patio...

Actions:

- Contact Jason and Facilities to fix the thermostat (825-9236 and provide ID)
- Contact Jane and Mary to transfer the funds on the Dean's account (Done)

4. End-of-the-year banquet

The Dean would like to organize a banquet at the end of the year for the graduation. The students would not pay but their guests would pay. It would be scheduled in May or June for the PhD and Master students graduating in the Spring quarter. The students receiving awards and with talents would be presented. It would become a tradition on campus like the banquet organized for the undergraduate students at Covell (~500 students attend).

Action:

- Survey the graduate students about organizing an End-of-the-year banquet by the school for graduation