

GSO Executive Committee Minutes: February 10, 2020  
Prepared by Erin Conley

In attendance: Collin Malone, Erin Conley, Jay Runge, Baran Bodur, Tyler Johnson, Adryanna Smith, Ryan Kozlowski, Elise le Boulicaut, Charlie Prior

Agenda and notes (actions, tasks, and upcoming events in red):

- Star Party (weekend of April 24/25):
  - Ryan will reach out to grad students to find volunteers to distribute flyers (Duke and other campuses)
- TA survey report
  - OneDrive document created to write up the report; Erin compiled preliminary findings from the 16 respondents; split observations into different categories (e.g., by TA position)
  - Erin, Jay, and Ryan haven't met yet to discuss the report
  - Adryanna and Kate Scholberg discussed TA report; Kate is excited and interested about how to improve training
    - Semester-long training? No TA position during first semester of grad school?
    - Contact other departments who do TA training over first semester
  - Get feedback about TA training and how to improve:
    - 1st-3rd year class reps to ask around to see how TAs felt about training, its usefulness, and how to improve
    - Class reps will report back to Erin/Jay/Ryan with the feedback
  - Next steps:
    - Short-term: Erin/Jay/Ryan will meet, hopefully before next GSO meeting, to discuss TA report, observations, plots, suggestions
    - Long-term: distribute TA survey every semester to compile data and compare over time; Ryan will continue to distribute until he graduates (then someone else will need to take over)
- Curriculum updates (Jay): Jay and Teitsworth in touch; hoping to meet after open house to discuss curriculum issues
  - Andrew: potentially breaking up graduate advanced course
  - Jay: common complaints about math methods
- Jay wants to talk to Jimmy/Barry about creating a place to store GSO documents (minutes, survey data, etc)
  - Within Duke physics department network
  - Teams? Box?
- Colloquium speaker lunches (Jay): want better communication about whether speaker is a potential hire; want to organize lunches differently in that case
  - Prefer students from relevant area of research to attend lunches for potential hires; show off what Duke has to offer
  - Organizer needs to be aware, or Cristin needs to contact relevant faculty/student to organize the lunches and send specific invitations

- Cosmology hires: Gleb organized and invited specific group of students to attend the lunches
      - Adryanna will send Cristin an email to explain the situation
- Collin: conduct and accountability committee will send out a survey ~April; class reps should encourage their classes to complete the survey!
- Superbowl party (Charlie): went really well! 20 people attended, took lots of photos and sent them to Katherine
- Open house updates (Charlie):
  - Prospective students start arriving Wednesday February 19
  - Meeting with Teitsworth tomorrow (Feb 11), meeting with Katherine on Wednesday Feb 12
  - Elise to send the volunteer request email to GSO
    - Not a lot of female representation
    - Biophysics, HEP/nuclear also underrepresented
  - Teitsworth asked Tyler to do targeted recruitment
- Valentine's Day social (Elise):
  - Thursday February 13 at 4:30p!
  - Erin will bring wine on Wednesday
  - Collin can make fudge?
  - Poem competition? Games?
  - Baran/Jay will be the responsible people
- Undergraduate SPS event on Friday February 7 (Baran):
  - It went well! Well attended, plenty of volunteers (thanks to Elise and Ryan!), undergrads seemed happy with it
  - Strong communication between SPS and GSO!
  - SPS might come up with their own ideas, invite grads to their events
  - Tour of TUNL: Baran sent dates to SPS, and they haven't gotten back to him about potential dates
  - Next event (after spring break): information on applying to grad school
- Mentorship award (Adryanna):
  - Adryanna will discuss with Kate
  - Adryanna will take care of certificate, nice frame
  - Will give the award sometime in the next few weeks ;)
- Physics Outreach @ Duke GPSC funding:
  - Adryanna: Derek sent a list of outreach events, but they don't really require funding; hasn't submitted anything
  - No news about spring break event; Adryanna will send Derek an email to try and revive this event
- Women in Physics event: St Patrick's Day (March 17):
  - Host at Erin's house
  - Erin will contact fellow women in physics in a few weeks to help organize (Irish food and drinks!)
- Industry panel: no updates

- Survey for TAs to administer to their class: Erin/Jay/Ryan will discuss this when they meet to discuss TA report
- Physics Circles (Erin):
  - First four seminars scheduled! Potential dates for final four seminars sent to NCSSM physics department for approval
  - Waiting to hear back from NCSSM physics department about room scheduling; Erin will send out an advertisement to physics grads/GPSC event once the room is scheduled
  - Approved for GPSC funding for first seminar (\$190 for pizza); second seminar funding applied, waiting to hear back; Erin will apply for funding for the third/fourth soon
- Textbook updates: quantum and Jackson textbooks are available, so no need for additional resources
- Physics Outreach @ Duke can host fundraising events at local restaurants (e.g., Menchie's Frozen Yogurt) and the restaurant will donate 15-20% of sales
  - Wouldn't be worth it, we don't need the money at this time
- Next GSO meeting tentatively scheduled for March 16 at 3:30p