

February 12, 2020 – Graduate Student Advisory Board

Meeting minutes:

- Intros: 1:30-1:41
- Recap of ground rules: 1:41-1:45
 - Current list
 - Take space, make space
 - Use “I” statements
 - Confidentiality
 - Respect / call in, not out
 - Embody fearlessness & challenge power
 - Impact > intent
 - Everyone’s happy with current list, but Sean notes that these are flexible
- SAB scope: 1:46-1:59
 - Recap of what SAB did last year
 - Mostly an avenue for PMA grad students to communicate w administration (almost entirely through Sofie)
 - Nikita: what’s the scope of liaison with admin? Nam: pretty flexible
 - Nam has a standing regular meeting with Fiona
 - Can also do our own calls to action, call our own general meetings w PMA grads, meet with Fiona directly, etc.
 - Goals?
 - Mia: Try to bring division closer together — community engagement committee could aim to hold one division-wide event per term?
 - Sean: Try to get everyone more engaged, collaborate as a collective to make changes ourselves rather than necessarily depending on top-down change
 - Nikita: Agree but would like to have more specific action items (transparency in academics, etc.)
 - Summary from Sean: get feedback from PMA grad students and use that to come up with actionable campaigns
 - PMA town hall from last year
 - Dillon explains how GSC Advocacy Committee worked to set up division-level town halls
 - Duxing: Can we get town hall report before next meeting?
 - Nam recaps reasoning for mission statement
- Items for upcoming meetings: 2:00-2:14
 - Meeting with Fiona:
 - Duxing: communicate our mission statement, ask how can we get engaged? how can we have a voice in decision-making process?
 - Nikita: how much leverage do we really have? what’s our scope?
 - Mia: can we actually trust admin to tell us what our scope is?
 - Dillon: we should aim for bottom-up type change
 - Nam: aim for happy medium — explain our mission and goals, and ask how we can work together w administration

- Ashay: issue of transparency — has anything been done since our last meeting with Fiona?
 - Dillon: specifically, transparency with faculty hires? anonymous comment form after speaker lunches?
 - Nam: Fiona tends to work better with specific action items
 - Mia: recap of some specific action items from last year
 - Sean: need to close feedback loop, make sure we come back to future town halls with updates from our meetings with Fiona
 - Nikita: one of the biggest issues is follow-up
 - Ashay: bringing up practices other institutions have?
- Prospective visits: 2:15-2:24
 - Shruti: had some students contact directly (via email) to discuss personal experiences as a woman/international student/etc.
 - Nam: from staff side, useful to have some representatives
 - Sean: from our side, hopefully want to recruit people who might come here & be engaged
 - Dillon: prospective visits are a good way to recruit people
 - Individual visits
 - Astro - we're already set, astro grads will cover this
 - Physics - can have SAB reps introduce themselves at an event
 - Sean: pins or T-shirts??
 - Math - ????
- Bringing up concerns with faculty: 2:25-2:27
 - Nam: some student concerns about who to go to if you have concerns (even re: academics, not necessarily Title IX/equity) about specific faculty
 - Majority of SAB in attendance feel this is prevalent
 - At least half of SAB in attendance don't actually know who to go to
 - Nam: in immediate future, can always come to me, Mika; in longer-term future, want to have more structural avenues
 - Fiona wants to have another lunch (in the spring)!
- Respect is a part of research (RPR) workshop: 2:28-2:30
 - Mia: recap of what RPR is, and what we're trying to do here at Caltech
 - Recruited Ashay, Dillon, Sean
- We still need a vice chair! Send email if you're interested

Action items:

- **Dillon:** send town hall report/notes
- **Ashay:** write draft mission statement
- **Mia:** send specific action items from previous SAB meeting
- **Astro grads:** figure out how to get SAB reps on prospective visit
- **Preksha:** make pin design
- **Sean:** get pins made, volunteer to go to Physics/Math prospective visits
- **Everyone:** connect with committees!