CPA board meeting Dec, 2024

Attended by Dennis Ko, Arpit Gupta, Matthew Gherman, Catherine Babecki, Utkarsh Giri, Riccardo Caniato, Yici Zhong, Ninadini Sharma, Seung-Yeon Ryoo, Wynn Jacobson-Galan.

Invite: We will be having our December CPA Board Meeting on Tuesday, December 3rd, from 1p-2p. **Please RSVP so I know how much lunch to provide.** We will use the 9th floor Caltech Hall conference room, but I will try to find a bigger room and will let you know if that changes. Besides Catherine, are there any other dietary restrictions that I need to know about?

 As for the agenda, I put together a rough template of slides, could everyone **(board members and committee chairs)** please look and fill out, so we have something to discuss on Tuesday?

 <https://docs.google.com/presentation/d/1AaVMgKVP8VdV8GfGV7vEeaKOc4dHa8bS5-Hv5nSV4kA/edit?usp=sharing>

 The meeting started with introduction of the board members. We decided on a date for next meeting to be held on Jan 14th, 2025 at Chen 340.

Next, we fixed Thursday, December 5th for meeting with International Scholar Services.

In October and November, we had 4 events: Cool ales, Halloween party, Co-sponsored Diwali with OASIS and Marty Nemko-Career advice and networking. All events were successful. A lesson for future events is to plan them well in advance.

Dennis presented the budget (details are in powerpoint slides)

The board wants to restart the distribution of CPA welcome merchandise. We had a few suggestions on how to distribute it. Among those we narrowed down to spring orientation and using gift cards. We haven’t decided the value yet.

We currently have 2 separate postdoc mailing lists. We can merge them and whitelist the board members to send any announcement.

Riccardo agreed to maintain slack channel and Instagram account of CPA.

The CPA website needs to be updated. Everyone can get access to it and make changes in their respective domain. We can make the changes by January.

Division reps:

1. Restart cool ales; Ninadini (BBE) will organize with the help of social chairs on Jan 16th.
2. We can resume grant writing workshops at Caltech Hall 9th floor, with some refreshments.

Regarding CPA socials:

1. 1st social of 2025 will be on Jan 24th. There will be a game night/Karaoke night.
2. We need to coordinate with JPL for JPL visit at least 3 months in advance.
3. People are excited about a night out trip; like something at big bear lake with activities like camping/kayaking. This can be co-organized with Caltech Y.
4. We can purchase foosball table or something like that to be used at social events like cool ales.

We need to coordinate for diversity statement workshop.

CPA advocacy need an action plan, in case someone comes up with an issue. There can be an anonymous form as well. It needs better advertising.

We will have outreach event around September.

Events like Caltech Maths circle can also be organized for families.

Outreach will have a preliminary meeting with Eugenia for CPA STEM activities for families.

We can have BBE outreach event at Chen 130 for families.