CPA Board Meeting Minutes 01-14-2025 Broad 200

Attended by Riccardo, Dennis, Pablo, Utkarsh, Arpit, Matthew, Martijn, Junwen, Emma on zoom

* Agenda

|  |  |  |  |
| --- | --- | --- | --- |
| **Board Member** | **Topic** | **Duration** | **Chair** |
| Administrative | NPA, Donation Drive, Budget | 10 min | Committee Chairs |
| Social | Diversity | Advocacy | Outreach |
| Any other issues? |  |  |  |

* Administrative
* Committee planning
* Roadmap for Jan 2024 to Oct 2024 should be done by end of year
* Documentation for all events
* Photos, headcount, receipts
* Can we place them in our Box folder?
* Next meeting will be Feb 11, Tues, 12p-1:30p

Suggestions for Food?  - CAVA is a nice place to try.
Utkarsh has to leave on Feb 11 by 1p. Any suggestions for food are welcome.

* Some personal changes…

Dennis is moving to a new position and as per by laws he can still be CPA president and all the board members are fine with it.

* NPA is organizing a conference. If someone is interested in attending it, funds can be arranged.
* CPA Donation Drive and Pickup Center
* Been open since 1/12 (moved to Red Door) on 1/13
* Need to be out by Sunday 1/26
* CCID wants to sponsor food/snacks
* Might we make a mini event on Friday around the donation center to just feed people?

We are running out of space for clothes.

Nina: I will be very happy to help! Maybe we can make a social mixer out of this (no karaoke but some board games, food etc?) This is going to be a morning thing.

|  |  |  |
| --- | --- | --- |
|  | Request 24-25 | Notes |
| General |  $17,151.61 |  |
| Diversity |  $12,246.74 |  |
| Outreach |  $3,873.39 |  |
| Career | $7,742.87 |  |
| Social | $17,788.64 |  |
| Explore Caltech | - |  |
| Advocacy | $499.81 |  |
| Childcare |   |  |
| Communications |  $296.94 |  |
|  |  **$60,000.00**  |  |

This is the final approval for budget. We have a foosball table in Chen. We have to spend freely. Don’t feel shy in spending.

* ISS collab - Cool Beans

Dates: The following dates are suggested for ISS to host Cool Beans:

January 23

February 20

March 20

April 17

May 15

June 19

Please let me know if that will work for the CPA to host Cool Beans on alternate weeks.

Nina: Waiting on Jessica from Chen to give new dates for BBE CPA Cool Ales.

We should have 2 cool beans and 1 cool ales per month.

* Slack and Instagram

Got access to both cpa@caltech.edu and now access to both Slack and Instagram

Anyway to post more messages to both?

Nina volunteered to take pictures.

* Website (cpa.caltech.edu) – update it!   It’s a graphical interface. Let Dennis know if you have any problem in updating it.
* Division Reps

Division Reps:

* BBE: Nina (Foosball table here, getting Social room in Chen (meeting with Chen admin today), waiting for dates on cool ales in Jan, will start a BBE CPA postdoc travel grant (3 calls a year), Grant writing workshop with Ariane Helou - needs dates from us, Stefany can fund outreach activities but needs more solid plans on dates (approx which month?)
* PMA: Wynn, Pablo
* CCE: TBD
* EAS: TBD
* HSS: TBD
* GPS: TBD

Nina is organizing cool ales at Chen and want to advertise foosball table. She also made a fun quiz. Stephanie is organizing prizes for people. Pizza and drinks.

Grant writing workshop needs to be done in coordination with Junwen.

Restart Cool Ales (once per month)

* BBE - Jan

Writing Sessions

* Grants, teaching statements
* CPA+Divisions could provide food/refreshments

Faculty Lunch series at Ath

* Any nominees for faculty that would be interesting?
* E.g. Assistant professors for “how to job search?”

Outreach

* Any postdocs interested in teaching STEM for families?
* Social
* Jan 24th-Karaoke/Game night
* Feb- Trivia night (Dabney/hameetman multipurpose room) Feb 21st/Feb 28th.
* March- Hike (Switzer fall trail)/Crystal lake/ Hollywood sign. Look for a place with a café or something.
* Revisit all trails next month.
* April- one night stay.
* May-Pride related event
* June- JPL visit/ Pride parade
* July/Aug-Outdoor trip (Beach outing-potluck)
* Utkarsh want to participate in trivia night.
* Check which hikes are open.
* Martijn will take care of JPL visit.
* Dennis wants dates.
* Pride parade is in 1st week oh June. Sunday 8th June.
* We can do JPL visit in July since we have pride parade in June.
* Plan for the night stay trip.
* Diversity

Chairs: Riccardo, Emma, Seung-Yeon, Manu

* Reaching out to Right To Be to organize bystander intervention training;
* Emma needs to follow up with Equity/Title IX office to see if they can sponsor
* Coordinate Diversity statement workshop (maybe later towards the next application cycle)
* Reaching out to other division’s Diversity teams, CCID and GSC.
* Plan for LA Pride 2025
* Work with Social for a diversity oriented social event in January.
* There are 2 different events. They are getting paid for doing intervention. We have good support for LA pride parade.
* Advocacy

Chairs: Catherine and Utkarsh

* We have listening hour once a week Fridays at 10 – I don’t think anyone has come
* We have met with the union folks to talk about ways we can be supportive.
* Send out the survey again?
* We need to advertise this more. Cathy has been a bit busy this past quarter. We can have gift cards as well.
* Plan for advertising insta post, stories and flyers.
* Career

Chairs: Yici and Junwen

* Met with Claire Ralph from CALE
* Get survey input to plan for events
* “Bootcamp” series (research plan, teaching statement, cv workshop, faculty search panel, how to interview?, diversity statement)
* “How to find a job?”
* (interesting career plans, alumni from firms, get Claire to assist on contacts from industry)
* Mentoring from faculty that isn’t advisor (maybe women, ethnicity, etc.)
* Should plan to have our first event in January 2024 -- thinking of “how to interview”

Outreach

Chairs: Matthew and Shi-Zhuo

* Updated the outreach portion of the CPA website
* CPA STEM for Families
* First session by Kayane Dingilian (Chemistry) tentatively scheduled for mid to late February
* Explore Caltech
* Not a budget item, but we can ask the President’s Office for specific funding
* Meeting with Nivedita and Ann Motrunich from Office of StratComm
* Read documents