Bridge to Doctorate Meeting Minutes

November 8, 2019

Facilitator: Aida Ghiaei

Minutes Taker: Godwin Dzidotor

Duration: 2:00 pm - 3:00 pm

Topic: Goals and Requirements of BD Fellowship

• Advertisement/ Creating Awareness:

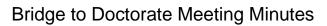
- BD fellows are expected to let others know the benefits and impacts of the BD program through outreach and mentoring.
- Report updates on grades, research outcomes, mentoring, outreaches, workshops and conferences.
- Discussion underway to create podcast that highlights the importance of the BD program. Monthly podcasts maybe considered in the future; this will help fellows showcase their research projects as well as the important role BD program play in helping achieve their goals.

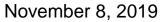
• Discussion about BD program and what it expect from members

- Fellows are encouraged to spend time mentoring others and undertake in outreach activities
- Fellows are expected to participate in all meetings, voice their concerns and suggestions. Develop new constructive ideas and recommendations that helps improve the goals and/or expectations of the program.
- Fellows are require to participate in building and updating the BD program website; take a critical look at the website and provide relevant feedback.

• Goals of BD program

- Make graduate school accessible to all.
- Provide support for graduate research in STEM programs.
- Assist underrepresented or minorities in graduate/higher level education.
- References
 - When presenting citations, follow the format discussed; Author(s): whether first or second **bold** your name in the citation(s).
 - Title, journal, year/date and number of pages.
 - Revise all references as discussed and find best approach to document.
- Google Doc
 - When reporting events such as conferences, talks, posters and other activities, please minimize acronyms and write clear descriptive sentences.
 - Provide status/ progress of event(s); example I submitted, presented or in preparation.
- Professional Development





- Outreach: Fellows are encouraged to participate in monthly outreach activities, and whenever possible take photographs.
- Mentoring: Fellows are expected to mentor other students either in their labs or through supervised teaching assistantship. Report mentoring summary and evaluation.
- Workshops are very important and must be attended. Please contact Roman if you need help attending workshops.
- When reporting on outreach activities (whether high schools or middle schools outreach events) provide approximate date, location, purpose, etc.
- It is recommended that fellows provide professional photograph for updating the program website.

Concluding remarks: Work on IDP and timeline for Ph.D. or master's program of studies. Make sure to have this conversation with your advisor.

Upcoming meeting: November 15, 2019. Facilitator: Aida Ghiaei Minutes taker: I'Jaaz Muhammad

Attendees:

Victor Calle Pierre Fils Aida Ghiaei Roman Mays Uche Anene Jaseph Soto Perez I'Jaaz Muhammad Godwin Dzidotor