



HARVARD GRADUATE COUNCIL

12 GRADUATE & PROFESSIONAL SCHOOLS, ONE HARVARD.

THE HARVARD GRADUATE COUNCIL

The Representative Body for All of Harvard's Graduate and Professional Students

August 5, 2019, 7:00 pm-8:30 pm

Smith Campus Center - HGC Office, Cambridge MA 02138

Roll Call and Welcome – Chanthia (7:00-7:05)

- Set up Zoom: <https://zoom.us/j/3572244178>
- Roll Call: Chanthia, Bryan, Tracie, Melina, Jasmin

Executive Updates – Bryan & Chanthia (7:05-7:20)

- General Remarks from President & Vice President
 - Bryan: Updates from summer, Lisa, welcome back event, recruitment
 - Meetings with
 - ½ of the presidents of schools
 - Key collaborators: Marshall, John Wilson (senior advisor to President's office, Garth (council of student affair deans), Lisa!! (works with graduate commons wrpt graduate housing)
 - Lisa as secondary advisor/partnership to HGC, coordinates Graduate Circle (meets quarterly), ran Grad Fest, qualities: less busy, has own staff, knows graduate ecosystem
 - Recruitment, welcome back: waiting for elections at other schools
 - Tracie upload recruitment form?
 - Bryan wants to recruit for elections
 - Chanthia: Retreat, website, etc.
 - Retreat: Fall retreat at the Arboretum, spring retreat at SOCH
 - September 28, 2019 and February 29, 2020 (USGs)
 - Website: \$1500 budget, should be able to get undergrad for \$300-500
- Summary and updates from each of the positions
- Welcome back event logistics
- Recruitment logistics (Who is returning?)
- Monday.com (HGC Management Logistics)

- Resend monday.com invitation
- Keys

Internal Updates & Governance *Tracie & Emily (7:20-7:30)*

- HGC Elections: September 23, 2019 (<https://hgc.harvard.edu/fall-2019-elections>)
 - Elections at HBS
- Recruitment Efforts: sending to Lisa and president circle
 - Send those interested to the website

Events Updates – *Tracie (7:30-7:40)*

- Summer events updates
 - HSPH July Student Activities fair attended, another event later in month
 - HMS: Monday, August 19th, from 5-6:30pm in the TMEC Atrium
 - GSAS: Dudley House/Layman Hall, August 30th
 - Other schools? **HBS, HLS, HDS don't know yet**
 - **HES October 5th**
- Recruitment at Orientation events at each school + tabling, update + future
 - Melina suggestions, advertise through student councils, not everyone knows HGC
 - Video introduction of Harvard Graduate Council - **ask Kelly**
 - Post posters in around schools, Student Center, Harvard Housing
 - Tracie: Welcome packet, \$WAG!!
 - Contact Micheal for swag: cardholder, key/USB (black) - **Tracie**
 - Photo backdrop: logo + name alternating
 - **Send list to Tracie, logo for backdrop - Chanthia**
 - HGC 2019-20 event planning update
- Fall Welcome
 - Winthrop Park TBD, Harvard Square Association contacted
 - **HMS Quad: need to contact about fall welcome - Chanthia, Bryan**
 - **Email Katherine - Tracie**
 - **Get HSPH, HDS, HMS councils together and find a date**

Finance Updates – *Kelly & Golzar (7:40-7:50)*

- General Updates
- Budget for next year
- USG Summit Talks
- Finance Proposal

Advocacy Updates – *Jasmin & Melina (7:50-8:00)*

- Update of Advocacy during summer:
 - EAC
 - Reached out to presidents to get members
 - What's the best approach to getting members?
 - Go through the council: September 9th

- Meeting in person for new members of EAC
- Internal advocacy strategy (google for all the schools, website needs)
- Universal calendar for all the schools (website needs)
- Indigenous People's Day Campus-Wide Event, contact Natalie Wang
 - Didn't hear back from Natalie
 - <https://hunap.harvard.edu/>
 - September 14th - Jasmin check-in with Chanthia

Information & Communications Updates – Anna or Chanthia/Bryan (8:00-8:10)

- Status of Communications: upkeep of accounts during the summer
- Advertising via HGC Social Media Account: Formatted email--, reason for post, graphic with it
- Should give training to next year's role at retreat
- <https://www.linkedin.com/company/harvard-graduate-council-hgc/>

Adjourn: Summer Exec Meeting August 5th, 2019 (Welcome Back Event, Retreat)

Next Executive Board Meeting: August 19th, 2019 (HMS?) - Tracie add to calendar

Next Exec/General Board Meeting: September 9, 2019 (TMEC 227)

- Put out lots of ads for new students!! - Chanthia

HGC Elections: September 23, 2019

HGC Retreat: September 28, 2019