

Bisa Minutes from September 20, 2019

- Grant app - everyone look at over weekend - aim to submit Monday
- Email subject headers - Hooper - use categories for Google Group
- CV workshop update
 - How to build a strong CV and tailor to desired job in academia, industry, etc
 - Goal - students walk out with an up to date resume and resources to edit for potential jobs
 - Structure of event (60-90 minute):
 - Presentation - general guidelines, do's & don't's, template
 - Specific biotech scenarios
 - Circulate examples (alumni resumes)
 - Hands-on practical session for students to work on their own
 - Schedule meeting w CIS mentors (talk to Kelly) - Heidi
 - Date - November
 - Instructor - library, career services? - Adam
 - Collect questions prior - week or two prior
 - Ideas
 - Example resumes from alumni (Joe, Modupe, Allen, Matt, Erin, Menghxi, Maddie, Parth, etc) & tips from interview process - Everyone
- Conference poll - follow up after responses
- Alumni list?
- Calendar - adding events (HH, etc), send out invites to students for happy hour, conferences etc - Heidi
- Career panel - ideas for people?
 - Kelvin Lee
 - Janssen/AstraZeneca people
 - Dr. Singh - academic
 - Startup -
- Alumni - ideas for people?
- Seminar credit for students meeting with potential new BINF students
- Budget
 - Conferences
 - Events - happy hour
 - Social event
 - Potential students