

## BMS Graduate Program Committee Meeting

April 23, 2020

### Meeting minutes

Present: Sam Crish, Alex Galazyuk, Jesse Young, Emily Plyler, Charles Thodeti, Takhar Kasumov, Priya Raman, and Nona Hose

Agenda Item	Discussion	Action
1. Approval of prior meeting minutes	The meeting minutes from the March 2020 meeting were approved by acclamation.	
2. BMS Funding policy and form	The committee reviewed the funding policy and form with edits made by committee members' input.  Drs. Crish and Young will discuss the policy and form with Drs. Schmidt and Ritter at the next BMS Executive meeting.	
3. International Student Visa Issue	Dr. Yong Lu has a student who is having issues obtaining her F1 Visa due to Covid-19. Dr. Lu is wondering if there is anything that can be done to ensure the student can begin in the program this fall.  Dr. Young suggested the student contact her state representative to expedite the process of getting her Visa.	
4. Student assignment form – time frame for submission	Dr. Young suggested there be a timeframe required for a PI to submit a student assignment form to the committee for review. The timeframe should be one week prior to the next scheduled BMS Committee Meeting to allow the committee time to review, meet and vote on the request.  The committee agreed this was a reasonable timeframe.	
	The meeting was adjourned.	
Agenda items for discussion at future meetings	<ul style="list-style-type: none"><li>• Courses offered twice a year, TAs teach twice or have double TAs? (IPM has changed their policy regarding TA's)</li><li>• Student Forums</li></ul>	