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| Location: BBSRB 202A Time: 11:00 am Chair: Ann Stowe, PhD |

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| **Committee Members** |
| [x]  **Chair:** Ann Stowe, PhD | [x]  Ken Campbell, PhD | [x]  Jordan Harp, PhD | [x]  Jeremy Wood, PhD |
| [ ]  Ahmed Bahrani, PhD | [ ]  Tritia Yamasaki, MD | [ ]  Maj-Linda Selenica, PhD | [x]  Ryan Temel, PhD |
| [x]  Samantha Hart | [ ]  Tyrone Kendrick | [x]  Jonathan | [x]  Elika Moallem |
| [ ]  T.J. Libecap | [x]  Leobarda Robles-Martinez, PhD | [x]  Mark Rzeszutek | [ ]  Chase Heim |
| [ ]  Majd Al Halmaly | [ ]  Utku Gulbulak, PhD | [x]  Annabelle McAtee | [x]  Hailey Traxler |
| **Ex Officio Members, Standing Guests, and Visitors** |
| [ ]  Chipper Griffith, MD, MSPH | [x]  Beth Garvy, PhD | [ ]  Kathleen O’Connor, PhD | [x]  Hollie Swanson, PhD |
| [x]  Erin Oakley, PhD | [ ]  Wally Whiteheart, PhD | [x]  Joseph Lutz, PhD | [ ]  Tithi Basu-Malik, PhD |
| [ ]  Jennifer Kennedy | [ ]  Melinda Wilson, PhD | [x]  Diane Lally, PhD | [ ]  Jenny Lutshumba |
| [x]  Isaiah Stevens | [ ]   | [ ]   | [ ]   |

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| **Agenda Topics Covered** |
| **Agenda Item** | **Presenter/Facilitator** |
| Approval of last meeting’s minutes | Delay to 2/12/25 meeting |
| TRAC lecture series | A. Stowe |
| Parental Leave for tranees | A. Stowe |
| Trainee Research Day 2025 | A. Stowe |
| COM emergency fund | A. Stowe |

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| **Action Items** |
| **Item** | **Assigned to** | **Due Date** |
| People who feel compelled to do so: sign petition for post-docs to get UK invests | Anyone |  |
| Look at bylaws and see if we can send representatives | J. Lutz |  |
| Resend email with link to donate to emergency fund | A. Stowe |  |
| Get judges for TRD |  |  |
| Send keynote speaker the hotel information & book flight & send email about trainee dinner | Jonathan |  |
| Contact Tom Kelly about spring 2025 workshops | H. Traxler |  |

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| **Notes** |
| Topic | Discussion |
| Call to Order | * D. Lally
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| Approval of Minutes | * N/A
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| Graduate Student Pay | * Dr. Swanson got into a conversation with campus workers re: them wanting to increase pay for grad students. She brought it up to Dean Kenney but her comments were ignored/avoided.
* Thereis no formally recognized union for this
* Dr. Garvy says Oklahoma university has a stipend database (50 universities participate),. Members get spreadsheets of the data that can be organized by program via CIP codes. (CIP codes can be used to compare similar departments across universities)
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| Parental Leave | * Dr. Lutz meets weekly with the dean and will bring this up
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| Emergency medical fund COM | * Current total: $1,235
* GOAL: $5,000 as starting amount in emergency fund
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| Trainee Research Day | * 2 months away!
* CELT person (Trey) talked about 3 tols to learn about. He offered to demo these tools at TRD
* Hotel accommodations booked for keynote (need to forward him info)

COMMITTEES:* Program committee: Jon, Caterina
* Judging committee: Ann, Caterina
* Food: Annabel, Diane
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| Spring 2025 Workshops | * UK doesn’t currently have workshops that cover all trainee levels
* IDEA – TRAC-led workshop in April or May? Facilitator likely needed
* Hailey will take the lead on this
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| Next meeting | * Wed. Feb. 12th
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