

# GEM Student Advisory Committee

(Drafted by Mei-Yun Lin and Elizabeth Vandegriff)

## Introduction

The GEM student community is a significant composition of GEM participants; at least one-third of the GEM participants are the students. The operation and success of the GEM workshop rely largely on the active contribution of the GEM student community. In the past few years, due to the virtual format of GEM during the COVID-19 pandemic, the GEM student community has been changing rapidly in terms of both numbers and demographics and, accordingly, it is quite challenging for only two student representatives to manage the needs of 100+ students. For example, many more international student participants have been recently introduced to the GEM student community, which increased by a factor of two the number of GEM student participants. There are over 200 students registered for V-GEM 2021, with about 90 at maximum participating in the virtual environment designed for Student Day. Additionally, the demographics of the student community have continued to evolve significantly, as the student population included more than 51% international participation. This change of the GEM student community leads to the increasing demand of the GEM student activities. Student day is no longer the only GEM student activity in the GEM summer workshop. There were 22 student volunteers to help moderate the plenary sessions, focus group discussions, and poster sessions during the V-GEM 2021 summer workshop. Moreover, several student related activities have been launched in the past few years, including the GEMEE mentorship program and the GEM DEI happy hour. The hybrid format of GEM 2022 summer workshop is also expected to bring the student dinner and the student poster competition back to the GEM student community. Therefore, this year, we are announcing the formation of the GEM Student Advisory Committee. The GEM Student Advisory Committee will partner with the GEM Student Representatives to help advise on organizing future events of the student activities in GEM.

## Selection of the Student Advisory Committee and Length of Service

Selection of the Student Advisory Committee is decided by the nomination and agreement of the GEM student representatives. The fundamental criteria for members of Student Advisory Committee are listed below:

1. Attend the GEM workshop more than two times.
2. Have experience in the positions of GEM volunteers, tutorial speakers, and student representative candidates.

3. Remain as a student during the period of service.

The number of members of the GEM student advisory committee is calculated based on the number of GEM active student participants. For example, the 2021-2022 GEM student advisory committee is planned to have 5 members, including student representatives, based on the active 90 - 100 student participants in the V-GEM 2021 summer workshop. Advisory committee members will serve a ten-month appointment (Sep – Jul). Note that the ending time is determined by the time of the GEM summer workshop. The option may be available for members to participate in the advisory committee for more than one term.

Workload will be heaviest from March through July in order to ensure the successful operation and organization of the GEM summer workshop. Advisory committee members should expect to work at least 3 - 5 hours per month.

## Responsibilities of the Student Advisory Committee

The student advisory committee will discuss the directions listed below, including but not limited to:

- Student Day
  - Icebreaker Events
  - Student Tutorial Topics
  - Student Day Schedule and Discussions (like Town Hall)
- Student Volunteer Assignment
- Student Representative Election Process
- Communication Among Student Community
  - Student Website Plans
  - Student Happy Hours and any off-GEM season activities
  - The Communication Tool Among Student Community
- Virtual Format (Hybrid) of GEM and Resulting International Student Participation
- Poster Competition
- Student Town Hall Meeting
- Post-Doc and Early-Career Scientist

## Work Timeline of Student Committee Members

Note that the timeline depends on the time of mini-GEM and GEM summer workshop, which is expected to change every year.

### Before mini-GEM (Sep. to Jan.)

The student advisory committee is planned to meet 1 - 2 times before mini-GEM and the first time would be around the end of September or sometime during October, based on the

availability of student advisory committee members. In the first six months, before mini-GEM, the student advisory committee will focus on the topic of Poster Competition (funding or not), Student Happy Hours, Student Town Hall Meeting, and Virtual Format (Hybrid) of GEM and International Student Participation. The student representatives will share the results of the student survey with the committee members and discuss the directions of student activity in the next GEM summer workshop.

## Before/During GEM (Jan. to July.)

The student advisory committee will work with the GEM student representatives and is planning to meet at least once per month in order to ensure the operation and organization of the GEM student activities, including the Student Day, GEMEE mentorship program, student volunteer assignment, GEM student representative process, and poster competition. The detailed plan of the GEM organization will be discussed in the first few meetings of the GEM student advisory committee and the latest plans and decisions will be updated here.

## Schedule (Temporary) - edited on Sep. 9th

9/30/2021	Student Advisory Committee (First Meeting)
10/30/2021	Student Happy Hour (First Meeting)
12/30/2021	Student Advisory Committee (Second Meeting)
1/9/2022	Student Town Hall Meeting
2/10/2022	Student Advisory Committee (Third Meeting)
2/15/2022	Student Advisory Committee Report to SC Meeting
3/25/2022	Start the Student Registration (TBD)
3/30/2022	Student Happy Hour (Second Meeting)
4/1/2022	Start Signup of Student Volunteer
4/25/2022	GEM Student Registration Deadline (TBD)
5/15/2022	Student Tutorial Speaker Finalized
5/25/2022	Student Competition Participation Finalized
5/30/2022	Student Invited Plenary Session Finalized

5/30/2022	Student Happy Hour (Third Meeting)
6/1/2022	Student Day Schedule Finalized
6/1/2022	Start of Student Representative Election
6/10/2022	All other Student Activity Event Finalized
6/10/2022	Student Tutorial Speaker Profile Finalized
6/10/2022	Poster Session Judge Finalized
6/15/2022	Student Volunteer Finalized
6/25/2022	Deadline of Student Representative Candidates
6/25/2022	GEM 2022 Summer Workshop
6/30/2022	Student Advisory Committee (Last Meeting)