1. New faces!
2. Budget update (Felicia)
   - additional budget notes (Andrea)
   - we've been granted an additional $1000 in budget from the graduate office. In addition, if we want any additional money for any events, we've been asked to write a proposal and bring it to the graduate office, preferably first asking for co-sponsorship from SoF. We’ve also been offered sponsorship by Eton Biosciences if we chose to accept the funds (dependent on man power to plan events for upcoming year).
3. TSRI community updates
   a. SoF and Career services – Ryan
   b. SD AWIS chapter – Andrea
      
      **Mon Nov 28 @ 5:30PM**  
      Early Career Coffee Club - topic: Elevator speech
      
      **Mon Dec 05 @ 6:00PM**  
      STRATEGY SESSION: Develop Techniques for Handling Stress
      
      **Thu Dec 08 @ 5:30PM**  
      Holiday Party at Wine Steals
      
      **Fri Dec 09 @ 7:45AM**  
      Coffee Club - Working Moms
      
      **Thu Dec 15 @ 7:45AM**  
      Mid Career Coffee Club

      [http://sdawis.org/home2](http://sdawis.org/home2) - see awis website for more details

4. Review of recent events
   a. Communicating science in the media – How did it go? How many attended? Things that worked and didn’t work?
   - coffee hour went well. Lynn was a very engaging and persuasive speaker. People who want to learn more can contact her or take her course at UCSD. Approximately 15 people in attendance.

5. Upcoming events
   a. Coffee hours
      i. Coffee and snacks for winter quarter (Jan-March)
      - we need people to bring coffee and snacks for our winter quarter coffee hours. Any volunteers?
      ii. December – NWiS potluck
      - Gareth has volunteered his home for an executive board member NWiS potluck. We were thinking of doing a wine and cheese type party (everyone brings wine, NWiS provides food). Please take the doodle poll to choose a date.
      iii. Rachel Scatizzi/ Laura DeVore – property rights (Andrea)  
      Jan 9th (tentative)
   b. Other upcoming events
      i. Female Faculty Lecture series with Bridget Carragher (Andrea)
      December 13th
      - Everyone please help advertise Bridget’s lecture to your friends. Dinner invite will go out at the beginning of December
      ii. New Faculty Happy hour (Laurie/Andrea)  
      Jan-March
      - with our new approval in budget we will be having the New Faculty Happy Hour this year. More details soon to come
      iii. Mommy market (Beth)  
      Feburary 11th(tentative)
- Beth will head up organizing for the Mommy market to take place early next year. Invitations to purchase a table will go out just after the holiday, with the event probably taking place in February. We have to decide whether to make money through sell of tables or a raffle. This is a new event for us and a big one to organize, so we’ll all have to come together to help Beth! Labor will probably be divided in 3 teams.
- Table coordination – coordinate table sales, day of set-up, tear down, ticket entry etc.
- publicity – emails and flyers, news&views, schools and daycare – local newspapers
- other day of activities – snack and game booths, raffle?

6. Website (Gareth/Adrianna)
7. Additional ideas or discussion points?

8. ***Special thanks to...***
   a. Laurie and Felicia for bringing snacks and drinks to the coffee hour
   b. Emily for organizing the communicating science in the media coffee hour