

# BD MEETING AGENDA

Location: Castleman 306  
Date: February 6<sup>th</sup> , 2019  
Time: 1:00 – 2:15PM PM  
Facilitator: Cristian Aviles-Martin  
Attendees: All BD Fellows

## Agenda Items

1:00 – 1:10 PM	<b>Updates</b> <i>Brief announcements or noteworthy topics.</i>	All in attendance
1:10 – 1:30 PM	<b>Research presentation and questions</b> <i>Through-shell communication in polymer nanocapsules for the purpose of controlled catalysis</i>	Cristian
1:30 – 1:50 PM	<b>On the fly networking: The Elevator Pitch!</b> <i>Discussing networking and how to sell one's professional attributes during first impressions.</i>	Cristian
1:50 – 2:00 PM	<b>BD Record Document</b> <i>Tutorial on how to fill out meeting schedule and records of fellow's professional achievements.</i>	Randi
2:00 – 2:15 PM	<b>Concluding Remarks</b> <i>Discussion of topics and final comments.</i>	Cristian

## Additional information

Sign up for meetings in google excel sheet.

[https://docs.google.com/spreadsheets/d/1FigqTmNXot\\_E\\_YPUUiY1qQ6GKZDAQB1uvmm3O1xcBpM/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1FigqTmNXot_E_YPUUiY1qQ6GKZDAQB1uvmm3O1xcBpM/edit?usp=sharing)