

PhD Leadership Meeting Minutes
November 14th, 2018

Attendance: Abigail Lubin, Josh Acklin, Guha Arunkumar, Jim Duehr, Jesse Gelles, Basil Hanss, Maggie Hung, Denise Jurczynszak, Allison Kann, Shikha Nayar, Nick Upright

Meeting start time: 16:07

PLM Business <5 mins

1. Handbook edits
 - a. Curriculum and Steering committees to edit and submit to Basil by the end of the week.
 - b. THAW and Student Affairs to write a new chapter in the handbook going forward.

Updates from the Deans ~10 mins

1. Basil Hanss, Senior Associate Dean for Student Affairs and Career Development
 - a. General updates
 - i. Two main well-being initiatives being focused on are Systematic and Personal strategies to harness well-being and resilience.
 - ii. Mentorship training to those who are taking Graduate students and post-docs to mentor is being discussed.
2. Matthew O'Connell, Senior Associate Dean for Curriculum, Recruitment and Admissions
 - a. Absent

Steering Committee- Jim Duehr, 5-10 mins

1. Office of Career Services updates
 - a. Main focuses are increasing transparency in visibility, roles, responsibilities, services, website utilization. Overall, finding a systematic way for the OCS to communicate with students and vice versa.
 - b. Jim to report results of meeting next month.
2. Mental health and STMH
 - a. Increasing specialized care is a major initiative discussed: more psychiatrists, more diverse practitioners, working with other schools to use different mental health services.
 - b. Effort under way to provide database of providers that are associated with different insurance coverage.
3. Masters degree updates
 - a. PhD students will be able to leave with MS if they wish to do so; they will have 30 days to write a Masters thesis that has to be assessed by their thesis committee and complete all necessary coursework.

Curriculum Committee- Abigail Lubin, Guha Arunkumar, <5 mins

1. General updates

- a. Guha and Abi to work on ways to ascertain reviews from students/harness communication pertaining to larger issues. This will aid in more focused discussions during Curriculum committee meetings.

Student Affairs- *Jesse Gelles, Allison Kann, ~10 mins*

1. General updates
 - a. International student guide is being compiled. This will encompass FAQs and a guide into one database. Students from Student Affairs are working with Zakariyyah Selph in the International Office to compile this.
2. Handbook edits
 - a. Completed and sent to Curriculum committee.
3. Career-based initiatives
 - a. Allison to send to Jim to consolidate discussion and focal points.
4. Student affairs survey
 - a. Survey to be sent out in the new year to student body to gather systemic issues to be addressed in the PhD program, that were not ascertained by the comprehensive survey.

Student Council- *Josh Acklin, Nick Upright, ~10 mins*

1. Comprehensive survey and BoT meeting
 - a. Analysis is done and presentation will be made to the Board of Trustees in February 2019.
2. Masters housing updates
 - a. Josh has amassed data on rent, location, transitional apartments and other aspects of housing from ~65 Masters students, which will be populated in a database.
 - b. New ways of disseminating this information to students are being explored.
3. First year updates
 - a. BMS lack of attendance issue; to be discussed with Matthew O'Connell offline.
4. Upcoming events
 - a. Sushi party; PhD-post doc holiday party; town hall.

THAW- *Maggie Hung, Denise Jurczynszak, 5 mins*

1. Update on PEERS program
 - a. Will continue to be updated.
2. THAW holiday get-together
 - a. Date to be announced.

Feedback from the student body ~5-10 mins

1. Business cards for students to be funded by Graduate school?
 - a. Graduate School will look into this.
2. Hosting interviewees

- a. Other students in the apartment are not being asked when a Medical student decides to host an interviewee; Student Council PhD reps to contact MedEd to address procedures to improve this.
- 3. Alarm in Aron hall
 - a. Housing needs to be notified; students have already received multiple emails re: this.

Meeting adjourned: 17:04

Next meeting: December 12th