

PhD Leadership Meeting Minutes
February 13th, 2019

Attendance: Josh Acklin, Guha Arunkumar, Jim Duehr, Maggie Hung, Denise Jurczynszak, Allison Kann, Matthew O'Connell, Shikha Nayar, Nick Upright

Meeting start time: 16:02

PLM Business <5 mins

1. Agenda today

Updates from the Deans ~10 mins

1. Basil Hanss, Senior Associate Dean for Student Affairs and Career Development
 - a. Last minute absence.
2. Matthew O'Connell, Senior Associate Dean for Curriculum, Recruitment and Admissions
 - a. General updates
 - i. Offers are out re: admissions (nothing more to report until April)—a bit thanks to everyone who helped out!

Steering Committee- Jim Duehr, 5 mins

1. Aron Hall and Housing (for graduating students)
 - a. PhD students received an email saying that move out can be extended a week after graduation on a case by case basis (students thought it was 30 days post thesis deposition). Matthew and Basil followed up on this issue, and the policy remains that **graduating students have 30 days post depositing their thesis to move out of Aron Hall.**
 - b. First Steering Committee meeting of the year will be held next Thursday 2/21.

Curriculum Committee- Guha Arunkumar, 5-10 mins

1. General updates from course reviews
 - a. 8 courses evaluated. No new courses discussed.
2. Mechanism of soliciting comments from students before the meeting
 - a. Listserve approval was too slow for Curriculum Committee reps soliciting additional feedback re: courses that were to be discussed—Curriculum Committee reps to ask for their official email address to be whitelisted from ASCIT and the Graduate School moderator.

Student Affairs- Allison Kann, 10 mins

1. Survey feedback and distribution
 - a. Survey to be sent to the student body in the coming weeks. Basil has sent an email to the student body introducing the Student Affairs Committee and its initiatives.

Student Council- Josh Acklin, Nick Upright, 10-15 mins

1. Town hall updates
 - a. 15-20 people showed up to the first PhD town hall. This was recorded and the recording and minutes will be sent to the student body soon.
 - b. Randi and Courtney introduced the Graduate School, its members and roles.
 - c. Students feel that Marta's visibility and interactions with current students is not as high as they might want it to be. Current solutions: PLM chair (Shikha this year) to send minutes to Marta after each PLM and Student Council will plan town hall around her availability in coming months.
 - d. Email fatigue: Students do not think that an app or text service would be very effective; they would only like push notifications to their phone in the case of an emergency. Students feel that instead, we should readdress the listserves that currently exist and attempt to remove content that is not pertinent to the graduate student body.
 - i. Student Council will handle this by first contacting the individual listserve admins and bringing this issue up to them.
 - e. Housing: Data is being analyzed and will be presented at the next Student Council General Body Meeting (GBM, in March) with the goal of having this be a priority on the Student Council Steering Committee's agenda.
2. Alumni list updates
 - a. The Alumni Office does not have a comprehensive list of current alumni; they only have a record of the exit interviews.
 - b. Matthew will solicit a list from the Graduate School office to provide to Student Council Alumni Subcommittee and to the Alumni Office.

THAW- Maggie Hung, Denise Jurczynszak, <5 mins

1. Introducing an exercise/physical activity series
 - a. "Warm up with THAW" is a new initiative that THAW is rolling out to Graduate students. Through collaborating with studios around Manhattan, there will be free spots/classes where 15-20 students can sign up for each class—emails will be sent out for first-come-first-serve sign ups before the date.

Feedback from the student body (see *Town Hall updates*)

Meeting Adjourned: 16:40

Next meeting: March 13th, 2019