

PhD Leadership Meeting Minutes
May 21st, 2020

Meeting attendees: Josh Acklin, Bradley Gano, Sindhura Gopinath, Chris Gueverra, Maggie Hung, Abigail Lubin, Bar Nachmani, Shikha Nayar, Matthew O'Connell, Chris Panebianco

Start time: 16:04

PLM Business 15 mins

1. Schedule for June meeting; brief descriptors of chair and vice chair roles
 - a. So that the newsletter is sent out by an appropriate email address, perhaps ask Grad school to send newsletter via their email each month—this will be filly compiled by PLM members beforehand.
 - b. Look to see if we can obtain data on how many people open the email with the newsletter.
 - c. Instructions for voting at next PLM will be given in advance of the meeting.
2. URISM reps at PLM (discussion by Josh and Sindhura)
 - a. This has been talked about for a while—how to we address this proposition going forward? Student affairs has been working on an initiative to include more underrepresented individuals to the table; student council also has a URISM graduate school representative on the steering committee who has been working on diversity sub-committee initiatives.
 - b. Proposal: who should the URISM representatives be on PLM? Potentially the URISM graduate school rep would put 2 people forward to represent at PLM.
 - c. Discussion re: this proposal. How would the students be picked to represent at PLM? Don't want to double up on different committees' efforts etc. so must make sure that there is infrastructure to provide feedback to the entire community.
 - d. Josh and Sindhura will construct an official motion to put forward before next meeting, and members will vote.

Updates from the Deans 10 mins

1. Basil Hanss, Senior Associate Dean for Student Affairs and Career Development
 - a. Absent
2. Matthew O'Connell, Senior Associate Dean for Curriculum, Recruitment and Admissions
 - a. General updates
 - i. End of the year has been busy—commencement, thesis defenses (huge attendance etc. via zoom).
 - ii. Administration is working with the core directors to discuss how Fall semester is going to run.
 - iii. Recruitment is done.

Steering Committee- Bar Nachmani, 5 mins

1. General updates
 - a. No meeting as of yet.

- b. Guidelines of external voting members on thesis committees is being worked on and language will be codified in the handbook.
- c. Are students aware of PLM? Maybe making them aware that it happens in the newsletter, and encourage students to report to committees as usual but that their voices will be brought to a leadership meeting with the Deans.

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

1. Curriculum committee meeting updates.
 - a. 1 course proposal (applicable neuroscience), 4 evaluations (reverse course neuro format—students do the teaching: this has been well-received in general; R&R difficult to be engaged; pharmacology course has some changes being worked on too).
 - b. New MPH course on COVID19 rapidly developed and will be announced for registration purposes.

Student Affairs- *Sindhura Gopinath, Allison Kann, Chris Gueverra invited guest 5-10 mins*

1. General updates
 - a. Student affairs and Basil have been working to organize a forum to gain feedback on current situation/in general continuous feedback. An anonymous suggestion box/link could work; Facebook group could work; 1 page forum with key updates on top with link to anonymous suggestion box could be a good way to synthesize and get feedback simultaneously.
 - b. How should grad students who have been volunteering/working during COVID be rewarded? Transcript modification upon graduation? This could extend to students involved with leadership or service.
2. Para-curricular workshops
 - a. Student affairs has been working on ideas for paracurricular workshops→ survey will be sent to PLM members for workshop ideas for members to provide suggestions.
3. Diversity and inclusion (update from Chris Guevera)
 - a. Initial goal was to identify students in the school and make an email list/group → the purpose was to gather a community of students and identify best ways to address needs of these students.
 - b. This group has had 3 events so far (15-25 students with different topics) to plan initiatives that would be important to this group. Dania (URISM graduate school rep on student council steering committee) is helping to coordinate this and also reach out to incoming underrepresented students.

Student Council- *Josh Acklin, Chris Panebianco, 10 mins*

1. May Steering Meeting - Steering Transition and Financial Aid
 1. New steering committee has been elected (From PhD side: Daisy is a co-VP, Emily Teichmann is the PhD rep).
 2. Financial aid was brought up at the last meeting→ discussion re: financial literacy information offered by financial aid office occurred.
2. COVID Ramp-Up

1. Mistreatment Survey to Students
 1. The reopening is voluntary; proper precautions put in place to make sure students are protected (students can report via mistreatment form that has been circulated—PLM to circulate this in the newsletter as well).
2. 1st Years/Summer Students Learning Skills
 1. It is okay to be in close contact for training when appropriate PPE is worn, and contact minimized.
3. PhD Facebook Page
 1. A way to communicate with incoming students—this will serve as a PhD wide Facebook page so that current students can join too.

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

1. General updates
 - a. Support groups and weekly events/meetings over zoom have been on-going each week (resources to be adjusted as people start going back to labs to match the changing needs and support mechanisms for the student body).

Feedback from the student body 5 mins

1. There have been issues with pay checks as the system has transitioned from Sinai Central to Sinai Cloud-- Josh to send feedback to Matthew. Matthew will follow up with Osei and relevant parties.
2. Students would like indications and timing of potential policy changes in Aron hall: gym, visitor policy→ these will be forwarded to the Housing Committee on Student Council. A related issue is questioning whether there will be a retroactive rent freeze? Also that utilities are having to be paid by only 1 or 2 students per apt as students have left—will the remaining students be compensated?
3. Students are inquiring about child resources for parents as reopening is happening—how to come back to work as we begin to reopen?
4. Students felt that they were not involved in discussions re: reopening decisions→ students want to be included in plans moving forward.

Meeting adjourned: 17:15

Next meeting: Thursday, June 11th