

PhD Leadership Meeting Agenda
October 14th, 2020

Updates from the Deans *10 mins*

1. Basil Hanss, Senior Associate Dean for Student Affairs and Career Development
 - a. Thanksgiving meals for students in NY
 - b. Advisory group on racism and bias has delivered several documents to leadership for review
 - i. Student evaluation process
 - ii. Mission statement
 - iii. Recommendation for unconscious bias training
2. Matthew O'Connell, Senior Associate Dean for Curriculum, Recruitment and Admissions
 - a. Working on admissions – completed admissions assistance and advisory program. 230 applicants, gave mock interviews to 93 people, informational sessions open to all (150 people attended). Basil ran a session on resilience. Recording sent out to those that registered.
 - b. Certification coming up for application screeners on unconscious bias
 - i. Additional certs on student interviewers and faculty interviewers
 - c. Josh: Is there student involvement in the process of interviews? Matthew: Yes, but this hasn't been formalized yet as we work to compile online resources to supplement typical in person events. Online portal linked here <https://icahn.mssm.edu/education/graduate/virtual-phd-admissions>
 - d. Dania: What are the details on the screener training session? Matthew: I'm running this meeting using resources from ODI, technology bias, COVID bias, self assessment for bias training and reminders for experienced and new screeners on wholistic approaches to review. Dania: How are we ensuring this training is effective? Matthew: I agree, but it's very hard to quantify. We can look at the interview pool that comes out and how that compares to previous years/the applicant pool. It's more awareness training than anything else . Josh – can we do a pre and post assessment? Matthew: I think it might be a good idea to have an exit survey – we'll look into it.
3. Bradley Gano, Associate Dean of the Graduate School – absent

Student Council- *Daisy Hoagland, Camille Goldman, 10 mins*

1. October Steering: STMH
 - a. Making sure that student billing is dealt with by STMH
 - b. Finding alternative locations for counselor sessions
 - c. Increasing provider diversity
2. November GBM / Steering: Mistreatment
 - a. Joint effort by Grad and Med School
 - b. Soliciting help from Vanderbilt team that's been working on their own mistreatment system – serving as an external review board for our mistreatment process. Came to last quarterly meeting to assess progress

- i. Taskforce 1: Re-evaluate communication of mistreatment forms to students – Jonathan Pan is PhD student on this committee
 - ii. Taskforce 2: Look into the process of student involvement in seeing mistreatment forms submitted by students - Daisy and Kayla Townsley are PhD representatives on these committees
- 3. Phun PhriDay on a ___ TBA
 - a. Sunday the 22nd (Sunday PhunDay)
- 4. Office of Student Financial Services (new position!)
 - a. Created a second position that will be associate director of student financial planning (debt counseling and educational programming on financial literacy and management)
- 5. Class Reps (Med, Grad etc) was just invited to a personal expense meeting yesterday (very med focused). More PhD representation at this meeting than MD, are those numbers used when creating PhD stipend budgets?
 - a. Basil: Unsure what this meeting is, but every program has a cost of attendance plan developed by financial aid office and program directors. This is what the Grad school uses to set tuitions and stipends.
 - b. Meeting was run by Stephanie Autenreith

URISM – *Dania Figueroa Acosta, Marisa Goff, 10 mins*

- 1. Exit Survey
 - o Marta reached out to have a professional draft the exit survey. Josh, Daisy and Dania have provided PhD students to represent affinity orgs.
- 2. Compensation
 - o Joint proposal plan has now changed – partly because Med and Grad leadership decided a joint proposal would not provide enough granularity on individual program needs.
 - o Dania looking for help writing this proposal. Right now it's a team of 2
 - o Present at the steering meeting from Student Council to the deans in December
- 3. Disability Services Website
 - o Found a few medical students to help work on the website
 - o Meeting at the end of the month with Christine Lowe
- 4. Disability office rules on pre-existing conditions for COVID changing housing status
 - o IP raised this issue to Christine
 - o Christine can't make housing exist that doesn't, so this might be done on a case by case basis
 - o Marisa will follow up with her on this topic
- 5. ODI has a budget to provide compensation for developing unconscious bias training program for academia. Most existing resources are very institutional based instead of focused on academic structures
 - o Basil: They want to make sure this is geared towards the educational environment as well
 - o Chats for change don't seem to be well advertised to the graduate school
 - An-gel is working on this, Dania will follow up

- Unconscious bias training ODI already has – being done by the entire MIC MTA as an initiative of new MIC student group, MRSA

THAW- *Denise Jurczynszak, Lauren Vetere 10 mins*

1. Thanksgiving/holiday event plans for students and postdocs
 - a. The grad school is doing meals for grad students
 - i. Student Council, PEERS (grad and med), THAW, Icahn be well are planning other thanksgiving things
 - ii. THAW is planning a peer mentoring group event where mentors get a budget to host a small community even with their mentees
 - iii. November/December artsy cooking events over zoom
 - iv. Dania: Thanksgiving can mean a lot of different things to a lot of different people – particularly indigenous peoples. Please be cognizant of language in the coming months
 1. No events that we're aware of hosting events on those issues
 2. Basil: Can provide budget for something on this topic
 3. Dania to coordinate with Sinai affinity orgs on this topic
2. STMH updates:
 - a. New provider who is a person of color, hopefully more to come
 - b. Med and Grad school are working on a connection with well connect as an external provider for students
3. Ideas for future self-development events
 - a. Faculty to speak about failures in academia
 - b. Katherine: examples of times when faculty needed to troubleshoot/hit a roadblock helps when you speak to future groups of students
 - c. Office of well-being and resilience interested in helping
 - d. Other events to come in the spring, soliciting topics in monthly newsletter
4. Grad school PEERS is looking for PhD and MD/PhD students in Yr2+ to lead first year discussion groups
 - a. PEERS was derailed this fall by COVID
 - i. Starting back up in the spring, Maddie is looking for more PhD and MD PhD students to serve as discussion leaders for first years (peer mentor type of role)
 - ii. Will put in the newsletter

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

1. Two Course Evaluations
 - a. Molecular pathogenesis of neurological and psychiatric disorders
 - i. Many positives, and a lot of suggestions being acted on not
 - ii. Feedback was students wanted more writing development, more review article writing training as that's a major assignment in the course
 1. External writing course resource to be offered
 2. Scientific writing lecture will be moved to earlier in the semester
 3. Sindhura: This has come up to Student affairs in the past.

- iii. Marisa: Is there any discussion on ways that professors can be considerate of individuals in the course with particular disorders discussed in the class
 - iv. Katherine: Classes held by the library oriented on how to use reference software, writing a review, doing a lit search, etc. These are underutilized but are very useful. Can these be brought up to course directors
 - b. Recording fixes, journal club reassessed
- 2. One Course Approval:
 - a. Epidemiology course – 3 directors with the public health masters program.
 - i. Seems to be open to having non MPH students involved
 - ii. Guided towards omics research but not heavily coding. More about systems approaches towards public health
- 3. Dania: Has there been an opportunity for course directors to reflect on COVID?
 - a. Abby: Yes and no – anytime a spring 2020 course comes up, it is discussed within that particular course. It has not been discussed by the committee about curriculum as a whole. Ex) Breakout rooms in RCR were useful for increased participation

Student Affairs- Sindhura Gopinath, Chris Guevara, 5 mins

- 1. General updates
 - a. New members (some are 1st years) – in the process of figuring out new meeting times/changing committee structure
 - b. Focusing on international student affairs – nothing tangible yet but a lot was discussed with the international personnel office
 - i. Nadia is back (designated faculty)
- 2. Editing/Updating Student Portal
 - a. Discussed with IPO – it's time to update the student portal. Sindhura will send a link on slack for everyone to give feedback on what would be useful
 - b. Met with Brad – how does general information on the international office page populated? The link does not go to a page that speaks about what the link title suggests. There is no information useful to PhD students – Brad to change the link of what it says, so it's representative of what it actually has. Create an actual informational section for international students

Steering Committee- Katherine Meckel, 2 mins

- 1. Virtual Admissions
 - a. Please send suggestions to Katherine offline
 - b. Games for students to play, jackbox, trivia, escape rooms, etc
 - c. Sindhura: How can we make a meet and greet event less overwhelming? Maybe breakout rooms? IPO will reach out to MedEd who has resources focused on how to deal with this exact issue

Infection Prevention Updates – Josh Acklin, 10 mins

- 1. New Travel Guidelines

- a. Cuomo's new guidelines prompted student health policy changes
 - b. >24 hours in non contiguous states, you will isolate in E101 upon arrival and tested immediately. You will then quarantine in Aron with a negative PCR for 4 days, on which you will get another PCR test. If that's negative you can leave quarantine
2. Asymptomatic Testing
- a. Educational IP team is pushing for more testing in the following order:
 - i. More slots per day for travelers
 - ii. Access to testing prior to traveling
 - iii. Access to regular testing by Student Health
 - b. IP student reps to meet with Rob Krauss and Eric Nestler to talk about possibilities (two meetings are being planned at the moment)
3. EHS vs Student Health messaging
- a. Graduate students are receiving mixed messaging on policies for students from EHS and Student Health. In general, Student Health is more stringent. Students should be following Student Health policies
 - i. Example: Icahn 9 situation – employees have “research contacts” (quarantine only if one wasn't wearing a mask) while students exposed in labs are “social contacts” (quarantine independent of mask status)
 - ii. Josh: Can GradEd communicate student policies to MTA directors and direct lab mentors? Right now, PIs are following EHS, but need to know what their students should be doing. Flowcharts would be helpful (IP taskforce is building these). Basil: Will talk to Marta about this
4. IP Student Taskforce
- a. New Student Council subcommittee run by Josh and Naomi – 21 students spanning all programs (including granular masters programs) to work on three major initiatives:
 - i. Infographics, Emails and general COVID Comms
 - ii. Student Pledge
 - iii. Winter Holiday Guest Policy and Events

Feedback from the student body *Camille Goldman 10 mins*

Reporting on campus outbreaks – Cited the 9th floor Icahn outbreak. Individuals will feel better if they knew when and where outbreaks occur.

Masks in the lounge: Student requesting masks in Annenberg lounge – wants pool cues and balls/ ping pong paddles

Aron Hall visitor policy: nothing new, just people are angry

Temperature scanners: # in the 70s are now saying “normal temperatures”

Alumni connect series: Coordinated by Dean Charney – Student is upset about the fact that this is being coordinated by Charney given law suits. Student Council to refer to alumni office