

PhD Leadership Meeting Minutes August 24th, 2022

Action Items

- *Everyone*: Send ~5-sentence blurb to Carisse Lansiquot for the PhD Newsletter by August 31st 5PM
- *Carisse*:
 - Request edit access to the PhD Leadership Meeting WebCommons page (<https://webcommons.mssm.edu/join-an-existing-site/>), stating Josh Acklin (josh.acklin@icahn.mssm.edu) as the Website Administrator
 - Compile PhD Newsletter
- *Sally*:
 - Send When2Meet to the Deans after Basil Hanss returns from vacation on September 6th to schedule a new PLM time
 - Reach out to Marisa Goff and Joshua Acklin to learn how to change PLM bylaws so we can vote on adding MSTP representation to PLM

Deans' Updates (10 minutes)

Sr. Assoc. Dean for Graduate School Administration *Brad Gano*

- Grad school school is busy onboarding students starting in September and helping students who started in August
- Soon will announce to all students: Filled vacant position of PhD Program Manger (was Linnette Veloso), Cris (Cristian) Rosario (announcement will go out in another week or so, close to his start date) coming from Rockefeller, starts first or second week of September
- Fatima and Brad answer emails for now

Sr. Assoc. Dean for Student Affairs and Career Development *Basil Hanss*

- On vacation

Director of Postdoctoral and Student Affairs *Matt Cipriano*

- On vacation

Sr. Assoc. Dean for PhD Programs *Matthew O'Connell*

- Classes have started—everyone is on site and students are coming to class in person
- Applications for the next round of admissions open on August 25th and recruiting efforts will pick up after Labor Day weekend
- Largest PhD class ever
- Curriculum Committee Updates
 - Coordinate with Brian Nickerson
 - Announcement will go out soon
 - Plan is to have a BSR Committee (faculty, ODI representative, etc, and 4 students, 3rd year or later, likely nominated by Student Council) and a separate committee that handles other courses (then they meet together as well)
 - Format has been that the course directors go over feedback, and this is being re-evaluated
 - Eventually there will be PLM representation (4 students to ensure at least one person will be present at each PLM)

THAW Bryce Rowan, Mackenzie Langan (2 minutes)

- PEERS Orientation Sessions went well
- PEERS first official session is in September

URISM Qixiu Fu, Kristie Oluyemi (2 minutes)

- Student survival guide release
 - Will be sent PDF documents from Matthew regarding MTA-specific class suggestions and the compact
 - AIET information was updated between orientation and now, so will update as new information becomes official
- Welcome Kristie Oluyemi as the new URISM appointee by Adriana Mendez

Graduate Steering Committee TBD (2 minutes)

- Brad Gano update: Marta asked Brian N. to lead revamp with an eye towards better coordination across the graduate school as a whole and toward what we need to have for advising policy making in the graduate school
 - Might be renamed something like the Academic Plenary Meeting
 - Student representation will be critical

Student Affairs Pushkala Jayaraman (2 minutes)

- International Students Panel - last week Monday at 4pm
- Met with some of the International students. Talked about our experiences, logistics, living in Sinai, groceries and food, settling in (govt ids, bank, mostly taxes!!), TA/paid jobs on campus for the masters students...etc.
 - Discussed getting social security numbers and how to get the cards
 - How to TA or get paid jobs on the side of their PhD work (note limitations on students here on F visas and that the rules may be different for students from different countries)
 - Resource from Brad:
<https://icahn-school-of-medicine-at-moun.gitbook.io/graduate-student-handbook/chapter-2/administrative-and-financial-policies/financial-assistance-and-services/additional-work-and-funding-resources>
- Will touch base again mid-November
- PJ can compile questions from master's, genetic counseling, and PhD students and send to Brad Gano so that Brad can connect with them
- SAC will be at the Student Activities aFair

Student Council Alexandra Magee, Anina Lund (2 minutes)

- Picnic was a huge success! Free blanket were loved
- Enrollment services: Dental and vision are being charged up front and there was confusion about the billing style
 - Have the graduate school send out an informative email to all students to clarify
- Cornell's stipends increased by 6% and students are curious if there will be a comparable increase at Sinai
 - There will be a Sinai increase on July 1st, but the amount hasn't been decided on
 - They are evaluating the stipends provided by programs across the area
- GBM on September 21: Elections, though they are evaluating how to do everything effectively with the hybrid format
- September 8: Student Activities Fair

Feedback Form Discussion Alexandra Magee, Anina Lund (5 minutes)

- Students seem to not be sending feedback because they didn't realize someone actually read the feedback

PLM Discussion *Sally Claridge, Carisse Lansiquot (10 minutes)*

- Discuss 2022-2023 PLM Newsletter
 - Send this out soon even without feedback to introduce the student bodies that are represented on PLM
 - Include contact information for all reps on the last page
 - Ally and Carisse collaborated on a new newsletter format on Canva
 - Summary page will be embedded into the email and the expanded PDF will be attached
 - Likely aim to send out newsletters in the first week of each month
 - Add a section highlighting student accomplishments, accolades, publications, and successful defenses
 - Add link to upcoming defenses in the Events This Month section
 - Webcommons administration will be shifting to Sally soon
- Discuss necessity of addition of MSTP Representative in addition to the 2 PhD Program Representatives
 - Administratively, the MD/PhD program is expanding and setting up their own office, so having student representation might be helpful to coordinate between the PhD program and MD/PhD
- Review PLM meeting scheduling and timing

Wrap-up *Sally Claridge (5 minutes)*