

**Agenda- PhD Committee meeting**

April 8, 2018

11:00-12:30

Place: TH 403

1. Updates
  - a. Next year PhD Program Director
2. Old business:
  - a. Peter Jackson endowment- how to spend?
3. New business
  - a. PhD students teaching summer courses
  - b. Committee membership next year

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**2a. Peter Jackson Endowment**

There will be approximately \$4000 per year available from this endowment. Only for the PhD program. Basically no other restrictions on how we choose to spend it. Can be used in summer when students aren't registered for credits.

We discussed this in the October 2017 meeting, with inputs from student reps and committee members. You can look up the minutes from that meeting on the JSIS intranet.

Today, I'd like to decide how we'll spend it and a process for fair allocation.

We have already allocated \$1545 from this fund for supporting new student Shixin Huang in fall 2018.

**3a. PhD students teaching summer courses**

Right now, some PhD students teach own courses in the summer for JSIS. The process is ad hoc and most students don't even know it's an option. Students have been asking more and more to do this, they want the experience and this also provides summer funding (~\$6000 for 4-5 week class). We'd like to create a proper process to advertise to all students, fairly choose amongst applicants, and ensure that our instructors will teach high quality classes in the name of JSIS.

We have created a draft process and discussed this with Resat who is supportive. I'd like to discuss this today, get your thoughts, and end up with a plan that we can take to the entire faculty.