

Draft Agenda- PhD Committee meeting

October 6, 2016

10:00 – 11:30 am

TH 403

1. Introductions
 - a. New admin people
 - b. New committee members
 - c. New student support
2. General role of the PhD Committee
3. Conduct of PhD Committee meetings
4. Agenda for this year
 - a. NW ideas
 - b. Committee member ideas
 - c. Consider faculty and student focus groups reports from last year
5. Updates from the summer
 - a. Travel funding
 - b. Coffee for Bridge Lab
 - c. Student funding this year
 - d. Deep Pal issue
 - e. Note on Indra Ekmanis
 - f. Office space for Principal RA
6. New business:
 - a. General exam dates for this year
 - b. Request for field seminar in 2nd year
 - c. PVS seminar request from Daniel Bessner

See notes on new business on next page.

Regarding New Business

6a. General exam dates for this year- Request from Nathalie Williams

In the past, 2nd year students have taken their 2 written exams at the end of the winter quarter and their oral exam (prospectus defense) within 2-3 weeks after that. Students and faculty have complained that the two exams are too close in time, there is no reason that they need to be so close, and that this allows students little time to prep for their oral defense. Last year, the PhD Committee agreed to separate the two exams, so that the written parts will be at the end of Fall quarter and the oral (prospectus defense) will be sometime in the winter quarter. The new exam timeline, as stated in the 2016-2017 handbook is copied below.

The new exam timeline will affect this year's cohort (ie it'll go into effect next year). This year's second year cohort is currently expected to take exams on the old schedule. This request is to separate this year's general exams. One possibility is to make students take the written portion at the end of winter (as currently scheduled) and their orals sometime during the spring quarter.

6b. Field seminar in 2nd year – Request from Cabeiri Robinson:

Email request from Cabeiri (FA to 1st year student Rachel Rothenberg):

“Do the students have to have taken both their field seminars in their first year? Rachel and I met yesterday to discuss her Academic plan for the year. It quickly became obvious that there is an issue with Winter. She needs to do RCC, SMS, [both in winter 2017] and the SA core course 508 (with Christian), and the Research Tutorial. Obviously, she can't do all of those.

Ideally, in my opinion, she needs to do RCC and 508 (in addition to the Research Tutorial) as those as going to be the most direct in helping her prepare her proposal and she needs to work with Christain this year, as he will likely be her future committee chair. So she should take SMS next year. Can the program work with this?”

“I have discussed the matter with Christian (her likely committee chair) and he agrees with me that it is very important that she work with him this year; she should take 508 this year and then she can take SMS in the Winter of 2018.”

6c. PVS seminar, note from Daniel Bessner:

“I'm writing with regards the PVS seminar I will be teaching in the spring. After speaking about the seminar with Saadia and Dan, who are the three people likely to be teaching it in the coming years, we have decided that it makes sense for the PhD committee to consider making a change in the seminar's assignment structure.

Basically, we think it would make sense if the Master's students and PhD students had different assignments. In short, we think we should consider allowing the Master's students to submit two response papers to class readings, while requiring the PhD students, instead of submitting response papers, to produce a 10-15 page literature review that they would run by their FAs and which they would link to their exams. In our opinion, this would help connect the seminar to the exams and would also help facilitate a 3-4 year graduation. “

2016-2017 Student handbook, page 34:

Year 1	Spring	Submit Draft dissertation Prospectus to the Director of the Ph.D. Program	End of Week 10
		Present Draft Dissertation Prospectus at The Annual Jackson School Ph.D. Capstone Workshop (copy of prospectus and presentation required for circulation prior to workshop)	1 st Day of Exam Week
		Update online Portfolio, and communicate contents to FA	By end of Exam Week
Year 2	Fall	Submit First Written Exam Annotated Bibliography related to primary foundational field(s) to Chair of doctoral supervisory committee; and also submit Second Written Exam Annotated Bibliography related to principal country or area to Chair of Doctoral Supervisory Committee	End of Week 5

Schedule for Students for Ph.D. Portfolio, Written Exams, and Oral Exams

		Take First Written Take-Home General Examination: [Written Exam in Primary Foundational Field] (no more than 1,500 words)	End of Week 8 (Thurs), 09:00-17:00
		Take Second Written Take-Home General Examination: [Written Exam in Principal Country or Area] (no more than 1,500 words)	End of Week 8 (Fri), 09:00-17:00
	Winter	Submit Final Revised Draft Dissertation Prospectus to Chair of Doctoral Supervisory Committee	End of Week 6
		Take General Oral Examination (Focused on Doctoral Dissertation Prospectus Defense)	As Scheduled, 2 hours
	Spring	Attend The Annual Jackson School Ph.D. Capstone Workshop	1 st day of Exam Week
		Update online Portfolio, and communicate contents to Chair of Doctoral Supervisory Committee	By end of Exam Week
	Year 3 or 4	Take Final Examination – Dissertation Defense	As Scheduled, 2 hours
		Updated online Portfolio, and communicate contents to Chair of Doctoral Reading Committee	Start of Exam Week
		Appear and Be Honored at “Champagne Panel” at The Annual Jackson School Ph.D. Capstone Workshop	1 st day of Exam Week

As noted above, deviations from the timeline in this Schedule are normally not permitted in the accelerated Ph.D. Program without the express authorization of the Ph.D. Program Committee. Deviations from and extensions of the timeline in this Schedule, such as for fieldwork that is funded by an outside fellowship (for a cumulative maximum total of 12 months for any one student), require the support of the Chair of the Doctoral Supervisory Committee or the Doctoral Reading Committee.

Students are advised to read this schedule in conjunction with Appendix IV – Checklist for FAs or Chairs in the JSIS Ph.D. Program.