IPiB Steering Committee Meeting
2012-2013
Wednesday, August 21, 2013, 1:00pm
Biochem Labs, Room 179

Present: Dave Brow, Margaret Clagett-Dame, Mike Cox, Jim Keck, Ann Palmenberg, Ivan Rayment, Mike Sheets, Shruti Waghray

Absent: None

1. **Recap 2013-14 Steering Committee Meeting Dates**
   The Committee reviewed and agreed upon the following meeting dates for 2013-14:

   - September 18, 2013
   - October 16, 2013
   - November 20, 2013
   - December 2013 – sometime during the week of December 9 for thesis lab assignments
   - December 18, 2013
   - January 15, 2014
   - February 19, 2014
   - March 19, 2014
   - April 16, 2014
   - May 21, 2014
   - June 18, 2014

2. **IPiB 2013-14 Handbook – Rayment**
   Overall, the Committee agreed that most changes contemplated could be approved by the Steering Committee because they do not represent a change in IPiB policy, only in the wording of the policy.

   a. **Consider further limiting the option to waive a teaching requirement; omit language re: waiver and address on case-by-case basis**

      The committee recognized that few requests are made to waive a teaching requirement, and emphasized that the teaching requirement is more about a graduate student’s education rather than teaching experience. The committee agreed that the current handbook language is fair to all students, and determined not to change the language but to allow it to continue to grant flexibility to the Graduate Teaching Assignment Committee (GTAC).

   b. **Make policy that core courses (501 and 651) get first consideration for graduate assistant assignments**

      The committee is not opposed to this policy but agreed to have the GTAC make a formal proposal. Sebastian Bednarek, GTAC chair, has been asked for a formal proposal to be reviewed at the November Steering Committee meeting.
c. **Highlights of Steering Committee members’ proposed revisions** (attachment)

Please refer to the attached “Summary of IPiB Handbook Major Edits” for a recap of the committee’s decisionmaking

3. **Require one first-author publication for graduation?** (attachment)—Rayment
   
The committee agreed unanimously to revise the proposal to require a first-author or co-first-author publication in order to graduate with a PhD in Biochemistry from IPiB. Said revised proposal is attached and will be presented to the faculties of the Biochemistry and Biomolecular Chemistry departments for approval.

4. **Graduate Curriculum Discussion** – Rayment
   
   Mr. Rayment renewed the call for an updated graduate curriculum, particularly in light of the recommendations of the Biochemistry departmental review committee. He will take the lead in broaching with subject with the chairs of the two departments.

5. **Discussion of Biochemistry Departmental Review Recommendations for IPiB** (attachment) – Rayment

   The committee had a chance to review the recommendations of the Biochemistry departmental review about the IPiB program, and agreed that Mr. Rayment would draft a response on behalf of the committee to correct errors and address the direction in which the committee would go to repair any shortcomings.

   Among other considerations, the committee agreed to set the ambitious goal of introducing the new IPiB curriculum for the incoming class of 2014.

The meeting was adjourned.

Respectfully submitted,

Kate Ryan