Graduate Member Meeting
**General Business Session**
- Background on Graduate Student Community
- Updates from FY19 GradSWE Leaders
- Governance Updates
- Best Practices Discussion
  - How to form a GradSWE Group
  - Involvement at the Section Level: Collegiate, Professional
  - Involvement at Local & Society Level

**Mentoring Program Session**
- GradSWE Mentoring Program overview
- Mentor Panel intro
- Open Q/A - program and mentoring in general
Background: Graduate Student Community
The Graduate Student Community will provide graduate students the resources they need to excel and graduate with their advanced degrees in order to successfully transition into their desired career by:

- Providing infrastructure for graduate student involvement in SWE
- Developing unique webinars and local and annual conference sessions tailored to the needs of graduate students
- Contributing and creating resources necessary for successfully navigating graduate school

Website: http://gradswe.swe.org/
Facebook Page: https://www.facebook.com/SWEGrad
Blog: swegrad.wordpress.com
Twitter: @SWE_Grad
Instagram: @SWE_Grad
LinkedIn: https://www.linkedin.com/groups/8412361/
Find out more information about our Graduate Community

Check out our new website!

http://gradswe.swe.org/

Join our listserv: https://goo.gl/forms/bugn5Ur3n3IbGsts1
International Graduate Team Leader: Shreya Dwarakanath
gradsweinternational@gmail.com

Social Media Coordinator: Rasika Bhalariao

Learning Content Coordinator: Elisa Duseing

Professional Graduate Team Leader: Behnoosh Parsa
gradswepgsl@gmail.com

Collegiate Research Competitions Coordinator: Emily Hoffman

Diversity & Inclusion Liaison: Andrea Haverkamp
gradswe.dil@gmail.com

Director of Member Engagement: Andrea Clewley

Graduate Member Coordinator: Carolyn Chlebek, grad-coordinator@swe.org
Graduate Member Coordinator-Elect: Cecilia Klauber, grad-coordinator-elect@swe.org
Graduate Programming Coordinator: Megan Beck, gradsweprogramming@gmail.com
Graduate Programming Coordinator-Elect: Mujan Seif, gradsweprogramming@gmail.com
WE Local Liaison - Kazi Tasneem

Mentoring Coordinators –
gradswementoring@gmail.com
Angelica (de Rosa) Payne
Amy Zheng
Rachal Thomassie
Karla Morrissey
**Society Level**

**Programming**
- WE Conference Planning Committee
  - Graduate Community session planners
    - GPC
      - GPC-E
  - WE Local Planning Committee
    - WE Local Liaison
      - SWE HQ/Webinar Staff

**Membership**
- Board of Directors / Member Engagement
  - Collegiate Director
  - GMC
    - GMC-E
    - IGTL
      - International GradSWE members
    - PGTL
      - Professional GradSWE members
    - DIL
      - SWE Affinity Groups
      - Mentoring Team

**Section Level**

- GradSWE Group Leaders
- GradSWE Group Members

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**Abbreviations:**
- GMC – Graduate Member Coordinator
- GPC – Graduate Programming Coordinator
- LCC – Learning Content Coordinator
- SMC – Social Media Coordinator
- IGTL – International Graduate Team Lead
- DIL – Diversity and Inclusion Liaison
- PGTL – Professional Graduate Team Lead
Where are graduate students in SWE?

- 50% are involved in professional sections
- 70% are collegiate-grade members
- 64% take advantage of the Collegiate to Career membership

![Raw Graduate Membership by Region](image)

**Legend:**
- Red: Collegiate
- Blue: Professional
Membership Options:

Note: Your membership type does not limit which section you can participate in:
Collegiate members may participate in professional section activities
Professional members may participate in collegiate section activities

- **Collegiate/Collegiate to Career**: Graduate Students continuing straight from undergraduate involvement in SWE are typically collegiate members. Graduate students joining SWE for the first time may also begin with collegiate membership (if they are full-time students).

- **Back-To-School Professional**: A discounted professional membership for graduate students who returned to school after working in industry and being a professional member. Since you cannot revert to collegiate membership after being a professional, this option gives graduate students a way to continue their membership at a more suitable cost.

- **Professional**: Because they already have a bachelor’s degree in a STEM field, any graduate student may switch to professional SWE membership. Students returning to graduate school after working may also continue as professional members with a back-to-school discount.
FY19 Board Updates
Programming Team Update:

• WE18 GradSWE Sessions: https://swegrad.wordpress.com/2018/10/01/we18-is-almost-here/

• We Local: https://welocal.swe.org/
  • Baltimore: February 8-9
  • Tampa: February 15-16
  • St. Louis: March 1-2
  • Denver: March 15-16
  • Bellevue: April 5-6
  • Bengaluru, India: April 11-13
• WE Local Collegiate Competition abstract deadline: November 2, 2018.

• Applications for Graduate Programming Coordinator-Elect will be coming up in December!
Program Update:
• Fall 2018 enrollment:
  • 17 graduate students
  • 3 professional mentors
  • 89 undergraduates - new this year!
  • Actively matching proteges with mentors.
• Number of blog posts written:
  • Amy- 2 posts, Rachal- 1 post, Karla- 2 posts
  • We have written 5 blog posts
  • We have sent out initial assessment surveys.

Next steps:
• Finish matching proteges and mentors.
• Send out 3 month assessment survey.
• Continue blog posts and bi-weekly emails.
• Develop supportive resources.
• Enroll more mentors!
Diversity and Inclusion Update:

Goals:

- To connect GradSWE members with SWE’s affinity groups
- To create a monthly virtual reading community on D&I research to educate ourselves on privilege and discrimination in the engineering discipline
- To collaborate with groups outside of SWE (e.g. ASEE, OSTEM, NSBE) to coordinate & collaborate on resources, trainings, and more
  - Discounted Joint SWE membership option

I need your help:

- Does your section or university have any successful programs for incorporating anti-discrimination and anti-bias in engineering?
- Would you like to be a part of a newly forming D&I working group?
- If you answered yes to either, send your thoughts or ideas to gradswe.dil@gmail.com or haverkaa@oregonstate.edu
International Graduate Team Update:

Goals
• Engage with current international students
• Establish resources to help international students reach their professional goals
• Improve cultural awareness

So Far
• Involving current international students in the leadership team, added two
• Creating marketing content to encourage more GradSWE groups in international affiliates

Next Steps
• Collaborate to create podcasts and blog posts from interviewing international members

I need your help
• Would you like to talk about your experiences either in an exchange program or moving to a new country?
• Are you interested in expanding your network internationally? Join our team!
• If yes, please email gradsweinternational@gmail.com and let’s get in touch!
Goals
• Understand professional graduate students’ concerns
• Establish resources to help professional graduate students reach their goals

So Far
• Started a Linkedin group (https://www.linkedin.com/groups/13622560/)
• Creating a survey to better understand the backgrounds/concerns of students
• Wrote a few blog posts

Next Steps
• Collaborate to create podcasts and blog posts interviewing professional graduates
• Compiling posts on resources for time-management, planning, and productivity
• Sending out the survey and advertising for our Linkedin group

I need your help
• Would you like to talk about your experiences as a professional graduate student?
• Are you interested in helping us provide resources for our professional graduate members?
• If yes, please email gradswepgsl@gmail.com and let’s get in touch
Learning Content Coordinator Update:

• Do you have any ideas for webinars, podcasts, or YouTube videos, or do you want to present to the GradSWE community?
• Some of our best ideas come from our GradSWE Members!

Webinar Interest Form: https://goo.gl/forms/c67r7ERuxulf0RvD2
Governance Updates
• Regions have been completely dissolved!
  • Leadership positions will be filled based on competencies rather than geographic location
  • For Graduate Students, your main point of contact is still the Graduate Member Coordinator and Graduate Member Coordinator-Elect
• We have voting rights in all voting now
  • Previously, our voice was represented by the Presidents in our section, but now we each have an individual voice

• Other reminders: be sure to use the logo appropriately - we cannot edit them to add things saying “Graduate” or “GradSWE”
What is a GradSWE Group:
A GradSWE group is formed underneath a SWE section (Collegiate or Professional) dedicated to serving the graduate student members. Graduate students often have different needs than other collegiates or professionals due to schedule and resources available. Thus, graduate programming needs may be different, and graduates may choose to only participate in certain types of section activities.

- Example programming:
  - Female faculty – graduate student mixers
  - Graduate student – undergraduate mentoring
  - Workshops on work/life balance, graduate school success, CVs
  - UIUC’s weSTEM (day-long conference for graduate women in STEM)
  - Outreach to local schools
Getting Started:

Do you have suggestions on how to start a grad group?  
http://gradswe.swe.org/creating-a-gradswe-group.html

- You need at least 2 or 3 people to champion the creation of a GradSWE group. If your university has an existing SWE section, start working with your SWE e-board early and form common ground between undergraduate and graduate students.

How do you best communicate with grad students and get them to come to events?
- Ask for a list of incoming female STEM grad students and reach out to them before the semester starts. Send follow-up emails to them after the first event.
- Partner with other organizations and departments
How to form a GradSWE group:

Funding Resources for Activities:

- SWE funding for activities **can** be used on graduates
  - SWE is an inclusive organization - your section should embrace all undergraduates and graduates
  
- GradSWE groups can fund their activities:
  - SWE Funds
  - Program Development Grants (GradSWE groups apply through their section)
  - Industry Donations
  - Campus Organizations (Graduate student organizations can apply through their student government or student activities board)
  - Can raise money, or contribute to activities (tickets at cost, etc)
Collegiate Sections: Structure

- Integrated Graduate Student Officers
  - Grad students are active in section and hold variable positions
    - E.g. Illinois Institute of Technology

- Designated Graduate Student Officer
  - Specific officer position for doing graduate programming
    - E.g. Carnegie Mellon

- Integrated Graduate Committee
  - Specific officer and committee for grad programming
    - E.g. Illinois @ Urbana-Champaign, UT @ Austin

- Separate Registered Student Org. w/ Liaison
  - Separate RSO, but active as a sub-committee of SWE section
    - E.g. University of Michigan
Involvement in SWE Sections:

Collegiate Sections: Role of a Liaison

● A Graduate Student Liaison is someone who will be able to help graduate students and undergraduates work together
  ○ Provide input on what graduate students think about activities
  ○ Be active in planning
  ○ Allow for communication channels to graduate student members, as well as the Leadership Coaching Committees

● How do you interact with the undergraduate at your university?
Collegiate Sections: What NOT to Do

Not permitted:
- Cannot add a co-president or second GradSWE President
- Cannot add a Director of GradSWE or any title with “Director”
- Cannot start a second section

Permitted:
- Can start a section if a collegiate section does not exist
- Can start a group with the support of your section
Professional Sections:

- Integrated Graduate Student Officers
  - Grad students are active in section and hold variable positions

- Designated Graduate Student Officer
  - Specific officer position for doing graduate programming

- Integrated Graduate Committee
  - Specific officer and committee for grad programming

We hope to see more infrastructure like this soon!
International Student Involvement

Can international students join GradSWE? YES!

- If your university has a SWE section, then you can connect with the graduate community using the above suggestions.
- If your university does not have a SWE section, you can start one or get involved with a professional section.
- If you are outside of the US, consider engaging with both international.swe.org and the grad community.
- All paying SWE members are eligible to apply for graduate leadership team.
Involvement in SWE Sections:

Current GradSWE Groups:

Check our website for current group:
http://gradswe.swe.org/gradswe-community-groups.html

Active Groups:
- Carnegie Mellon University
- Columbia University
- Cornell University
- Georgia Institute of Technology
- Michigan Technological University
- New Jersey Institute of Technology
- Rensselaer Polytechnic Institute
- Texas A&M University
- University of California, Los Angeles
- University of Houston
- University of Illinois at Urbana-Champaign
- University of Michigan
- University of Texas at Austin
- University of Washington
- Yale University

Previously Active Groups:
- Duke University
- Iowa State University
- Princeton University
- Stanford University
- University of California, Berkeley
- University of Dayton
- University of Nebraska-Lincoln
- University of North Texas
- Tulane University
- University of Illinois at Chicago
- University of Maine

If you are from a school listed as “previously active” or if you do not see your school listed, please talk to us!
Involvement at the Local and Society Levels:

Get Involved:

- Join the Graduate Leadership Team - including sub-teams!
  - Contact grad-coordinator-elect@swe.org

- Volunteer for SWE committees (year-round application)
  - https://app.smarterselect.com/program/apply/49367?apply=true

- Write a guest post for the SWE grad community blog
  - Contact the Social Media Coordinator

- Submit an abstract to speak at annual/local conference
  - Contact gradsweprogramming@gmail.com

- Start or participate in a local grad group

- Volunteer for SWENext (K-12 outreach)
Involvement at the Local and Society Levels:

Get Recognized:

- Apply for SWE awards
  - Collegiates, you are eligible for the Outstanding Collegiate Award!
- Apply for SWE scholarships
- Include graduate programming in section annual report.
- Submit yourself or someone else for a Spotlight on the GradSWE blog.
  - [https://goo.gl/forms/V3Mk4rdwDeT50SQI1](https://goo.gl/forms/V3Mk4rdwDeT50SQI1)
• Tips for Engaging Graduate Students
  • [http://alltogether.swe.org/articles/tips-for-engaging-graduate-students/](http://alltogether.swe.org/articles/tips-for-engaging-graduate-students/)

• Tips for starting a Grad SWE group
  • [https://swegrad.wordpress.com/2015/04/22/tips-for-starting-a-grad-swe-group/](https://swegrad.wordpress.com/2015/04/22/tips-for-starting-a-grad-swe-group/)

• Grad Students as Professionals:
  • [https://swegrad.wordpress.com/2014/08/04/grad-students-as-professionals/](https://swegrad.wordpress.com/2014/08/04/grad-students-as-professionals/)

• Grad Students as Collegiates:
  • [https://swegrad.wordpress.com/2014/10/06/graduate-students-as-collegiate-members/](https://swegrad.wordpress.com/2014/10/06/graduate-students-as-collegiate-members/)
Don’t forget about the Graduate Student Reception at 5 pm!

Sponsors: Autodesk and Praxair
Mentoring Session
Mentoring Program Overview - Purpose

To encourage and support graduate and undergraduate students throughout their engineering studies, and provide resources to support careers post graduation.
1. Graduate students, undergrads, and professionals enroll to participate.
2. Undergrads are matched with grad student mentors, and grad students are matched with professional mentors based on interests and career goals.
3. Proteges reach out to mentors periodically and form relationships.
4. Mentoring coordinators provide info/topics of interest regarding professional development and mentoring relationships through blog posts and mailing lists.
5. Follow up assessments are sent out once per year to track success and make improvements.
Dr. Lin van Niewstadt
Associate Professor
Research Scientist
Experienced Mentor
Experienced Protege

Dr. Katherine Gamble
Systems Engineer
Experienced Mentor
Experienced Protege

Emily Judd
Master’s Student
Space Science & Engineering
Experienced Protege

Amy Zheng
Graduate Student
Chemical Engineering
GradSWE Mentoring Coordinator