Mechanical Engineering
Ph.D. Student Orientation

January 26, 2021

Today’s Orientation

• Greetings and Speakers
• Who We Are
• Important Info
Who We Are and What We Do

Our people:
• 30 professors / senior lecturers
• 11 administrative and research staff
• 25 postdocs
• 206 grad students
  • 74 MSE and 132 PhD
• 216 undergraduate students

Our goal:
• Provide you an outstanding education in a leading-edge research environment.

Your Academic Program Staff

Kevin Adams
Sr. Academic Program Coordinator
• Exam Scheduling
• Event Planning
• Teaching Assistant Hiring and Payroll
• Facilities Management
• E-mail List Management
• Records and Website Maintenance
• Graduation Certifications

Mike Bernard
Academic Program Manager
• Academic Advising
• Student Recruiting
• Graduate Application Management
• Student Payroll
• Course Scheduling
• Communications Oversight
• Statistical Reporting
COVID-19 Information

Online resources

• For Grad Students - https://covidinfo.jhu.edu/information-for-graduate-students/


• International Students - https://ois.jhu.edu/Immigration_and_Visas/Travel_Information/COVID-19_Immigration-Related_FAQs/

MEGA

Mechanical Engineering Graduate Student Association

• Your voice in Mechanical Engineering
• Advocates for issues and concerns
• Social events
• Athletic teams
• Dissertation Defense celebrations
• Visit https://me.jhu.edu/mega/ for info and calendar
Library

Milton S. Eisenhower Library

- On the Homewood Campus
- One of 9 Hopkins libraries
- We have our own librarian!

Resources
- Web – https://library.jhu.edu
- Librarian – Mr. Steve Stich – sstich@jhu.edu

Required Introductory Courses

**EN.500.603 Graduate Orientation and Academic Ethics**
- 20-minute online tutorial
- Students will be registered and notified when available.
- Must complete in first semester. Don’t wait!

**AS.360.625 Responsible Conduct of Research**
- In-person over a week.
- Anyone doing research must take course by their 4th semester.
- Offered all semesters and summer

(Maybe) **EN.500.601 Research Laboratory Safety**
- 8 online modules required; in-person class optional.
- Must take modules before starting research

Opioid Awareness, Effort Reporting, Accent Reduction (for TA work), and Title IX Anti-Harassment – visit https://me.jhu.edu/newgrads/ for info
PhD Degree Requirements

Mechanical Engineering

• Pass the Departmental Qualifier Exam (DQE)
• Teaching Assistant – 2 courses
• Register for and pass “Graduate Research” - every semester
• Register for and pass “MechE Graduate Seminar” – first three years
• Maintain academic and research performance

University

• 2 semesters of “full-time” residency
• Pass the Graduate Board Oral (GBO) exam
• Submit and defend dissertation

Academic Advising – where to get help

• Your faculty advisor
• Graduate Academic Advising page - https://me.jhu.edu/graduate-studies/academic-advising-graduate/
• Your advising manual
• Advising Week meetings – March/April and October/November
“Things to Know”

Check your Advising Manual for...

• Sec. 2.6 – Course Frequency
• Sec. 3 – Requirements and Performance
• Sec. 3 – DQE, GBO, Dissertation Defense
• Sec. 4 – Annual Reviews, Seminars, Ethics
• Sec. 7 – Financial Aid and Teaching Assistants
• Sec. 9 – Purchasing and Reimbursements
• Sec. 10 – Payroll
• Sec. 11 – Lab Safety

If you have Academic Troubles

Don’t Wait!

• If you are struggling with any course homework or exams...
• If you are having trouble attending lectures...
• If you are experiencing any difficulties...

Ask for Help Early – it’s okay and welcomed!

• Talk to your Professor, Faculty Advisor, or Teaching Assistant.
• Allison Leventhal, Student Life Administrator – 410-516-2328 or aleventhal@jhu.edu
• Christine Kavanagh, Assistant Dean of Graduate Affairs – 410-516-5938 or ckav@jhu.edu
• Prof. Sri Sarma, Vice Dean – 410-516-3481 or ssarma2@jhu.edu.
Seminars / Teaching Assistants

Seminars
• 530.803 MechE Seminar
  • Mechanical Engineering Graduate Seminar – Thursday 3:00
• Optional Seminars
  • Mechanics and Materials – Monday
  • Computational Sensing and Robotics – Wednesday 12:00
  • Environmental and Applied Fluid Mechanics – Friday 3:00
  • Fluid Mechanics – Friday 4:00

Teaching Assistant
• Opportunity for grading, labs, office hours, lectures
• Paid positions at $18/hour
• International students have English Language requirements

Career Services

PHutures
• Career services and exploration
• Connections for jobs
• Information sessions on career preparation

Resources
• Dr. Roshni Rao – rao12@jhu.edu
• PHutures - https://provost.jhu.edu/integrative-learning-and-life-design/life-design/phutures/
• Mechanical Engineering “Careers and Life” - https://me.jhu.edu/careers-and-life/
Safety and Common Sense

Campus Safety and Security Tips
• Baltimore is a vibrant, exciting city... but it is a city.
• Plenty of campus police and security staff
• Secure your laptops and valuables
• Back up your work on separate systems or cloud
• Don’t leave items in your car in plain sight
• Use good judgment if walking at night

Hopkins Security
• General Info 410-516-4600
• Safety Escort 410-516-4600
• Emergency 410-516-7777 or 911

Computing

Get Started at http://it.jhu.edu
• E-mail
• Computer discounts
• Free anti-virus
• Wi-Fi
• Zoom
• Microsoft Teams
• Software
This'n'that...

In the back of your advising manuals...

- MEGA and GRO
- Join the ASME!
- Life outside class, on campus, and in Baltimore.
- Forms

Top 12 for Graduate Students –
http://me.jhu.edu/t12/top-12-graduate-students/

91 Things to Do in Baltimore...
try 10 this year!

Resources and Contacts

Humans

- Your Advisor
- Mike Bernard  me-academic@jhu.edu
- Kevin Adams  me-academic@jhu.edu
- Prof. Rajat Mittal  mittal@jhu.edu
- Prof. Gretar Tryggvason  gtryggv1@jhu.edu

Otherwise

- MSE and Ph.D. Academic Advising Manuals
- Johns Hopkins  http://www.jhu.edu
- Mechanical Engineering  http://www.me.jhu.edu
- Graduate Advising  http://me.jhu.edu/graduate-studies/academic-advising-graduate/
- Top 12  http://me.jhu.edu/t12/top-12-graduate-students/
PhD Advising Manual Quiz Challenge

Who is the winner?

Best of luck to you this year!

Questions?