Mechanical Engineering
Ph.D. Student Orientation

January 2022

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
• 236 grad students
  • 92 MSE and 144 PhD
• 216 undergraduate students

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

Your Academic Program Staff

John Soos
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](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, American English Pronunciation (for TA work), and Title IX Anti-Harassment – visit [https://me.jhu.edu/education/graduate-studies/advising/for-new-graduate-students/](https://me.jhu.edu/education/graduate-studies/advising/for-new-graduate-students/)
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/education/graduate-studies/advising/
• 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 equivalent of $19/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/education/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](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 –  
https://me.jhu.edu/education/graduate-studies/current-grad-students/

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

Resources and Contacts

Humans
• Your Advisor
• Mike Bernard me-academic@jhu.edu
• John Soos 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 https://me.jhu.edu/education/graduate-studies/advising/
• Top 12 https://me.jhu.edu/education/graduate-studies/current-grad-students/
Best of luck to you this year!

Questions?