

DEPARTMENT OF GENETICS, DEVELOPMENT AND CELL BIOLOGY



IOWA STATE UNIVERSITY

Home Department Orientation for Graduate Students





Welcome & Introductions

- Connie Garnett**
Program Coordinator for Graduate Students
- Jo Ann Powell-Coffman**
Professor & Chair of GDCB
- Yanhai Yin**
Chair of GDCB Graduate Affairs Committee
- Jeff Essner, Xun Gu**
Members of GDCB Graduate Affairs Committee

After this presentation you will:

- Know what a home department is
- Understand the relationship between GDCB and your major
- Know what resources are available in GDCB and where to find them
- Understand departmental requirement for some of the resources
- Know whom to contact for more information



What is GDCB?

- GDCB is an administrative department created in July 2003, when the Iowa State Board of Regents approved the reorganization of the biological sciences at ISU
- **Our mission is biological discovery and excellence in undergraduate and graduate education**, with research and teaching encompassing fundamental cellular and subcellular processes, regardless of the organism
- Research labs and offices are located in 4 buildings:
 - Molecular Biology Building (MBB)
 - Bessey Hall (Bessey)
 - Roy C. Carver Co-Lab (Carver Co-Lab)
 - Science Hall II (Sci II)

Why is GDCB your home department?

- ❑ GDCB participates in 7 interdepartmental graduate majors: BCB, Genetics, Microbiology, MCDB, Neuroscience, Plant Biology & Toxicology
- ❑ GDCB is the department home of your major professor
- ❑ GDCB administratively and financially supports the graduate students of their faculty

What is the relationship between GDCB and your major?

- ❑ GDCB works in concert with the 7 graduate majors to support graduate study
- ❑ GDCB develops and administers graduate level courses that meet the department's mission and meet the needs of the graduate majors it supports
- ❑ GDCB provides financial resources for stipends, scholarships, and expenses associated with research and professional development

What is your graduate major responsible for?

- Determines your academic requirements
- Arranges your financial support for the 1st year, until you choose a major professor
- Director of Graduate Education (DOGE) for your major signs academic forms

What is GDCB responsible for?

- ❑ Arranging support (i.e., stipend & tuition scholarship) after your ***Request for Home Department*** form is approved
- ❑ RA and TA appointments; Worker's Compensation claims
- ❑ Assigning TA's to courses administered by GDCB
- ❑ Awarding competitive travel grants twice a year; designated for GDCB graduate students to attend meetings
- ❑ Department contact for PAG (Professional Advancement Grant)
- ❑ Academic form administration
- ❑ Processing purchase and travel reimbursement requests
- ❑ Arranging seminars, graduate student lunches with seminar speakers, and other professional activities in which graduate students participate

What are you (& your major professor) responsible for?

- ❑ **Completing research, course work and graduate degree requirements** for your major in a timely fashion
- ❑ ***Non-native English speakers:*** Taking ISU's OECT test; completing any English course(s) recommended on the basis of test results
- ❑ **Discussing your source of support** (i.e., stipend & tuition scholarship) with your major professor; your professor is ultimately responsible for your support
- ❑ **Requesting TA appointments** from GDCB Chair, when needed
- ❑ **Participating in GDCB Departmental Seminars, graduate student lunches** with seminar speakers, and other **professional development activities**

Requirement to Attend GDCB Seminars

- ❑ All graduate students working in the laboratories of GDCB faculty (i.e., with GDCB as their Home Department) are required to attend the seminars. (http://www.gdcb.iastate.edu/_images/GDCBSeminarGuidelinesandSignUpformS12.pdf)
- ❑ Attendance will be used to determine the eligibility for GDCB travel awards.
- ❑ Students are also strongly encouraged to sign up to meet with speakers for lunch.
- ❑ Students are required to register for GDCB 690 seminar course at least once a year.

GDCB 690. Seminar in GDCB. Ref. #7142005, Dr. Erik Vollbrecht, Instructor

What resources does GDCB have?

- ❑ Financial resources for stipends, scholarships, and expenses associated with research and professional development
- ❑ Assistance with dispute resolution through GDCB Graduate Affairs Committee
- ❑ Access for qualified graduate students to research and support facilities managed and maintained by the department

What facilities are available to GDCB?

- Roy J Carver Lab for Ultrahigh Resolution Biological Microscopy
- GeneChip Facility
- Microarray Facility
- Bessey Microscope Facility
- Cell Facility
- Animal Gene Transfer Facility
- Plant Transformation Facility
- DNA Sequencing and Synthesis Facility (including NextGen)
- Protein Facility
- Hybridoma Facility
- Proteomics Facility
- Metabolomics Facility *among others!*

Departmental Contacts

- Faculty
 - **Dr. Jo Anne Powell-Coffman**, 1210 MBB
Department Chair
 - **Dr. Yanhai Yin**, 1035D Carver Co-Lab
Chair, Graduate Affairs Committee
- Administration:
 - **Connie Garnett**, 1210 MBB, 4-3317
Graduate student appointments and services
 - **Diane Jepsen**, 1210 MBB, 4-3909
Purchasing and accounting
 - **Lynette McBirnie-Sprecher**, 1210 MBB, 4-0919
Employment & benefits, PAG grant processing

Summary

- ❑ GDCB is your home department because it is the home department of your major professor
- ❑ GDCB works in concert with your graduate major to guide you toward successful completion of your advanced degree
- ❑ GDCB offers research and support facilities for qualified graduate students
- ❑ GDCB provides financial and administrative support from 2nd year through completion of your degree

Questions



- For more information, please contact us or visit the GDCB website at www.gdcb.iastate.edu