Request for PhD Student Proposals: HILS Spring 2006 Events

As part of its ongoing “Lively Life Sciences” initiative, the Harvard Integrated Life Sciences (HILS) Executive and Coordinating Committees are pleased to announce a request for proposals for student-organized spring 2006 HILS events.

Proposal submission deadline: Friday, December 16, at 5 p.m.

Events must meet the following criteria:
• Topics, concerns, or themes must relate to the life sciences (biological or biomedical);
• Seminars, panel discussions, symposia, conferences, lectures, film/multimedia, or other formats (e.g., lab open houses) acceptable;
• They must be held on Harvard’s Cambridge campus or at the Longwood Medical Area;
• They must include receptions or similar opportunities for HILS student/faculty/staff;
• Student organizing teams must include participants from at least two HILS programs; the organizing teams must work with at least one faculty advisor of their choice from a HILS program. Submitted proposals must be signed by all student team members and the HILS faculty advisor(s);

encouraged mandatory sensitivity training. “Why not?” said one graduate student. “Companies do it!”

The need for career training emerged as a strong theme. Several women asked for annual professional development workshops, one suggesting that HGWISE host an online discussion list where students could ask others to critique their practice job talks. This idea was met with great approval. “You could e-mail the list to say, ‘All our thermocyclers just exploded! Does anyone have one?’” one woman suggested with a laugh.

Students also asked for information about the career environment for women scientists. Danielle Jones, a PhD student in organismic and evolutionary biology, said, “We need to be asking hard questions…. Where are the women? Where did they go?”

Today, HGWISE has 170 women members from more than 20 academic departments, according to Meredith Fischer, a G5 in organismic and evolutionary biology and an HGWISE cochair.

Discussion at the luncheon was lively. Daina Graybosch, cochair of Harvard Women in Chemistry, a Harvard graduate student organization, suggested that HGWISE form stronger contacts with post-docs. Others

continued on page 2
MBTA Semester Pass Program
GSAS students may buy MBTA passes (bus, subway, combo, commuter rail, or boat) for the spring 2006 term (February–May) at an 11-percent discount. Order forms and information on passes are available at www.gsas.harvard.edu (click on “Student Life”) or at the Student Affairs office. Return the completed form with a check or money order (payable to Harvard University) by Thursday, January 5, 2006, to the Student Affairs Office, Byerly Hall, 2nd floor, Cambridge, MA 02138. Orders cannot be processed without full payment; no refunds or cancellations. Information on picking up passes will be e-mailed when passes are available. Contact studaff@fas.harvard.edu or 617-495-1814 with questions.

Writing Resources
GSAS students seeking assistance with writing may use the following resources:

- The Writing Center offers individual consultations to graduate students working on their own writing, including dissertations. Students may come at any stage of their writing for one-hour conferences with a specially trained tutor. All consultations are free and confidential. Contact Dr. K.E. Duffin at keduffin@comcast.net. Writing Center: www.fas.harvard.edu/~wricntr; Barker Humanities Center, 617-495-1655.

- The Bureau of Study Counsel offers a Dissertation Writers’ Support Group each semester to GSAS students. This is a six-session group in which dissertation writers share issues that both support and hinder the writing process. A half-hour informational meeting should be scheduled with Dr. Sunglim Shin or Dr. Niti Seth, 617-495-2581, for students who would like more information about the group.

- Department of English and American Literature and Language students can provide assistance with writing; each student determines his or her fee. A list of students is available at www.gsas.harvard.edu/academic/index.html.

Non-Resident Status
Students who will be traveling scholars, on leaves of absence, or studying at another Harvard School in spring 2006 should discuss their plans with their advisor. International students must also contact the Harvard International Office before changing their status. GSAS students who have loans and are going on leave should speak to their financial aid officers about repayment.

Submit the completed application form (available in the GSAS Dean’s Office and at www.gsas.harvard.edu) to: GSAS Student Affairs Office, Byerly Hall, by Tuesday, January 3, 2006. Note: Traveling scholars who do not want Blue Cross/Blue Shield and/or University Health Services must submit waiver forms.

Exchange Scholar Program
This program allows GSAS students to study and work for a term or academic year at the University of California at Berkeley, Brown University, the University of Chicago, Columbia University, Cornell University, the Massachusetts Institute of Technology, the University of Pennsylvania, Princeton University, Stanford University, or Yale University. Tuition is charged by and paid to Harvard; Harvard continues to provide any previously granted financial aid. Be sure to contact the department at the host institution to determine faculty and course availability.

Applications are available in the Student Affairs office and at www.upenn.edu/VPGE/exchange.html, and must be approved by the student’s academic advisor, department chair, and the GSAS Administrative Dean’s Office. Submit applications to the Student Affairs Office in early December. Note: Fall term bills must be clear before applications can be approved.

Academic Calendar
- Thursday, December 1. Applications due at the Registrar’s Office for March degrees.
- Wednesday, December 21. Winter recess begins. —Rise Shepsle

Looking for Housing for Spring 2006?
Several rooms in the GSAS residence halls will be available in December or January for spring 2006 term occupancy. If you are interested in living in a GSAS residence hall for the remainder of the academic year, please contact GSAS Housing Services, and we will add you to our waiting list. You must be a full-time registered graduate student to be eligible for a room. Preference is given to applicants from GSAS, the Graduate School of Design, the Graduate School of Education, and the Kennedy School of Government.

—Megan O’Connell

Housing Services Office

Dudley House B2
617-495-5060; Fax: 617-496-5169
gsashous@fas.harvard.edu
Megan O’Connell, GSAS housing coordinator
Patricia Collyer, staff assistant

HILS Proposals continued from page 1

- At least one speaker or featured participant must be affiliated with Harvard. Non-Harvard speakers, distinguished guests, and attendees are encouraged to participate;
- Event(s) must take place by Friday, April 14, 2006.

Proposals must include budget information, and will be reviewed and approved by the HILS Executive Committee. The maximum funding award will be $3,000 per approved event.

Submit proposals by e-mail, fax, or campus mail to: John M. McNally, assistant dean for HILS, Graduate School of Arts and Sciences, Byerly Hall 227; fax: 617-495-2928; e-mail: jmcnally@fas.harvard.edu. E-mail Dean McNally or call 617-495-0616 with any questions on this project.

Go to www.gsas.harvard.edu/hils/hils_spr_event_proposal.html for proposal criteria and submission details. —Megan O’Connell

Continued from page 1

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Before you can construct such a tightly knit argument, you must decide what your contribution argument will be. There are three paradigms for describing how a study will contribute to the field:

1. It brings to light new material that hitherto has been overlooked by scholars (an archival discovery, or some body of material whose significance has not yet been recognized). The burden of the argument in this paradigm is to show why the new material is important and should no longer be neglected.

2. It studies well-known material that has been examined many times before—the opposite of paradigm 1—but calls for a reassessment by looking at it in a new way. With this paradigm, it is wise not to attack all preceding work, but to stress that you are adding a new dimension, thanks to the work that has already been done.

3. It offers some combination of 1 and 2 by exposing new material, which in turn calls for a reassessment of what has already been done.

All three paradigms have the advantage of allowing you to discuss the scholarly literature in the field, which is an essential part of a fellowship proposal. However, it avoids the potential monotony of simply presenting a list or description of the literature; instead it is a coherent part of your contribution argument.

Once again, a proposal is best thought of as making a persuasive argument. All items in that proposal should advance the argument that your project will make an important contribution to the field.

“Should I include footnotes and a bibliography in a fellowship proposal?”

When only a brief statement is requested (of no more than six double-spaced pages), normally the scholarly apparatus is kept to a minimum. References are included directly in the text, rather than in footnotes, and are highly abbreviated, usually by authors’ last name with the date of publication in parentheses.

The proposal can be accompanied by a selected bibliography, even if one is not required. In competitions in which a longer and more elaborate proposal is required (around ten double-spaced pages), you will be expected to show references. These can still be in abbreviated form within the text, or you may use footnotes.

continued on page 13
Some suggested that the HGWISE Website provide links to research studies investigating the status of women scientists. Currently, the group maintains contacts with its members through a cross-departmental Board of Directors, with each member serving as an advocate for her department.

The group’s offerings are as diverse as its members. A cohort of chemistry students organizes Wednesday evening rock-climbing outings. Martine Zilversmit, a G4 in organic and evolutionary biology, works with Julia Fox, assistant dean of Harvard College, to pair graduate student science mentors with undergraduate science concentrators. Mary Farrow, a G5 in biological sciences in public health, works with GSAS to boost minority student recruitment and, she said, “to address concerns that affect female minority students.”

The group is also planning to host several upcoming seminars and socials, including professional training seminars, a work-life balance panel discussion, and meetings between graduate students and junior faculty.

Member Sarah Wojiski, a G5 in medical sciences, is developing an alumnae database of women in science and engineering who received PhDs from Harvard in the last 20 years. Using this database, current Harvard graduate students will be able to develop relationships with women working in the scientific community.

HGWISE board members Mary Farrow and Sarah Boyer, a G5 in organic and evolutionary biology, serve as graduate student representatives to the Harvard Task Force on Women in Science and Engineering. Boyer also announced that she is setting up “small, informal lunches with graduate students and Radcliffe Institute Fellows whose interests overlap,” in the hope that collaboration and mentorship relationships will develop.

Moreover, HGWISE strives to create a comprehensive continuum of services by working with related organizations, including the GSAS Parenting Group, Dudley House, the Office of Career Services, and department-specific women-in-science groups.

The HGWISE Website itself is a resource for women in science, announcing HGWISE events and providing links to a broad range of relevant services, including fellowships, teaching and professional development resources, health services, and other women-in-science groups. A section to help parents navigate childcare and family resources is under development. Anyone interested in helping with Website construction is encouraged to contact HGWISE. Calendars, contacts, and information about how to join the HGWISE mailing list can be found at its Website, http://hcs.harvard.edu/hgwise.

Amy Jordan, a G5 in molecular and cellular biology, is an HGWISE board member.
Dudley House E-mail List
What's the fastest way to get up-to-the-minute news about events at Dudley House? Subscribe to the Dudley House e-mail list. To sign up, visit www.fas.harvard.edu/~dudley and click on “Mailing List” or “Subscribe.”

Wireless Dudley
Dudley House is equipped with wireless technology enabling laptop computers to be used in any of the House’s public areas. Go to www.fas.harvard.edu/computing/kb/kb0826.html for instructions about how to outfit your computer for wireless communication.

Free Lunch! Invite a Faculty Member or GSAS Administrator to Dudley Café
Free tickets are available for GSAS students to treat a faculty member (professors or instructors only) or favorite administrator (from a department, GSAS or elsewhere on campus) to lunch at Dudley Café. Pick up tickets at the House Office, 3rd floor. Students are entitled to two pairs of tickets per term.
—Susan Zawalich

Call for Submissions: “I Can’t Believe Where You Went” Exhibition
To celebrate the diversity of origin and experience in the GSAS community, we invite students to submit photographs and travel writings from your trips around the world (including the USA). Works should demonstrate cultural characteristics of a place, interpreted in a broad sense. Digital submissions strongly encouraged (e-mail dudley.exhibition@gmail.com). To submit by mail, send (no originals, please) to: “I can’t believe where you went” Organizers, Dudley House, 3rd floor. Artists are limited to three submissions each; writers limited to three pages. Deadline: January 31, 2006. Cosponsored by the Dudley House Intellectual and Cultural, Arts, and Literary programs. Questions? E-mail dudley.exhibition@gmail.com.

Harvard’s Team Dudley joined thousands of others from all over Boston during City Year’s annual Serve-a-thon. Before the day’s end, the unused and dreary basement of the Margaret Fuller Neighborhood House in Central Square was transformed into a bright home for the center’s after-school program. Pictured are (mostly) GSAS student participants (from left): Lydia Bean, Bence Szamosfalvi, Nenita Elphick, Alison Jones, Dan Levenson, Linda Liang, Ben Lee, Natasha London Thompson, Raymond Yim, Annie Hsu, Karina (City Year member), Ruwan Ratnayake, Bless Suthepakul, Laura Magnotti, Anna Yi, Sue-Ann Ma, Damon Clark, and Will Yuen. Participants not pictured: Savita Dandapani and Maria Stafford.

Social Events
Saturday, December 10. Winter Waltz. Celebrate the holiday season with an elegant evening of waltz. Ballroom dance lessons from 8:30–9:30 p.m., followed directly by a champagne reception and dancing, all to the enchanting music of the Dudley House Orchestra (and some other music). We suggest formal attire; black tie is optional. Tickets are $15 per person, or $25 per couple ($20/$35 respectively at the door) and are available in the Dudley House Office. Questions? E-mail Geetika Tewari (gtewari@eecs.harvard.edu) for details.

December and beyond. Cooking Classes. Keep your eyes open for an e-mail about an exciting Italian cooking class at the end of December or in the New Year. E-mail Zeba Wunderlich (wunderl@fas.harvard.edu) with questions or to volunteer to teach a cooking class.
—Geetika Tewari (gtewari@fas.harvard.edu), Natasha Devroye (ndevroye@fas.harvard.edu), Daniel Jaffaris (jafferis@fas.harvard.edu), Zeba Wunderlich (wunderl@fas.harvard.edu)

Intellectual/Cultural Events
Thursday, December 1. Teaching Portfolio Workshop. 6–7:30 p.m., Common Room, Dudley House. Part of the Bok Center Dinner Discussion series. Panelists representing the humanities, natural sciences, and social sciences will discuss the nuts and bolts of teaching portfolios. Contact Natasha Devroye for details.
putting together a teaching portfolio for the
djob market, and the importance of developing a
teaching philosophy. Discussants will include
Terry Aladjem, associate director, Derek Bok
Center for Teaching and Learning; Rachel St.
John, assistant professor, Department of
History; and Angela Vierling-Claasen,
preceptor, Department of Mathematics.

Monday December 5. **Senior Common
Room Dinner.** Reception at 5:30 p.m.,
Graduate Student Lounge; dinner at 6 p.m.,
Common Room. Art historian Frank
Fehrenbach, a prolific scholar and one of the
world’s leading experts in Renaissance art, will
speak on “Much Ado About Nothing: Leonardo da Vinci’s ‘Fight for the Standard.’”
A limited number of free tickets will be available
in the House Office; first come, first served.
For more information, contact Eylem Ozaltun
(ozaltun@fas.harvard.edu).

Thursday, December 8. **Crosstalk:** “Our
Place in the Cosmos.” Ryan Hickox and Andy
Friedman, graduate students from the
Department of Astronomy, will present our
program, Fireside Room, 7 p.m. Light refresh-
ments will be served. Questions? Contact
Denise Ho (dho@fas.harvard.edu).

Café Gato Rojo

Irish + hazelnut + vanilla + almond

Dudley House, Lower level
Monday – Thursday, 8 a.m. – 10 p.m.
Friday, 8 a.m. – 6 p.m.

Wednesday December 14. **Fireside Chat**
with Professor Albert-Laszlo Barabasi: “From
the Architecture of Complexity to Network
Biology: the Web, the Cell, and Sex.” 7 p.m.,
Fireside Room. Barabasi is the Emil T. Hofman
professor of physics, University of Notre
Dame, and has made seminal contributions in
areas from networks and ratchets to materials
Networks,* shows how the new area of complex
networks illuminates subjects as diverse as
pure mathematics, the AIDS epidemic, and
international financial crises. As ever, audience
members from all disciplines are welcome. No
tickets required but turn up early to secure
a seat. Light refreshments will be served.
Questions? Contact Denise Ho (dho@fas.harvard.edu).

Thursday, December 15. **Tea Tasting,** 7 p.m.,
Common Room. Did you know that herbal
tea is not really tea? Learn the differences
between and among tisane and tea, black teas,
and green teas. The tea tasting will feature a
variety of teas from MEM Tea and light
snacks. Sign up at the Dudley House Office.
Tasting fee: $5. Questions? Contact Denise
Ho (dho@fas.harvard.edu).

Friday, December 16. **Tour of the Warren
Museum and Center for the History of Medicine.** 3 p.m. Want to see the well-
known skull of Phineas Gage, the inhaler used
in the first ether-assisted operation, magical
stones, and imperial bones? Join us in a visit to
the Warren Museum and Center for the
History of Medicine at Countway Library at
Harvard Medical School. The tour takes
approximately one hour and encompasses the
portrait gallery, the Warren Museum, the
research room, and a viewing of selected
resources from the closed stacks, exhibited in
the Center’s Rare Books Room. The tour is
free, but is limited to 20 people. Sign up at
the House Office, 3rd floor, Dudley House.
Students at the Longwood Campus can call
617-495-2255 to sign up. Contact Yao Chen
(yaochen@fas.harvard.edu) with any questions.

Ongoing. **Language Tables/Language
Exchange.** Want to practice a foreign
language or speak your native one? Join the
Language Tables and Language Exchange
Programs. To sign up, visit www.fas.harvard.
edu/~dudley/fellows/cultint/web05-06/
language/signup.html. Questions? Contact
Yao Chen (yaochen@fas.harvard.edu).

Dudley Classic Films

Friday, December 9. **The Sound of Music.**
6 p.m., Graduate Student Lounge. Crisp apple
strudel and hot apple cider, Julie Andrews,
Captain von Trapp, nuns, Nazis, the Alps, a
scheming baroness, and all those children! Not
to mention a few door prizes for lucky winners!

Dudley Arts

Mondays, December 5 and 12. **Beginning
Ballroom Dance Classes.** Watch e-mails,
the **Bulletin,** and Dudley House lobby posters
for information about further dance classes at
Dudley in 2006. Contact Sue-Ann Ma (sma@
fas.harvard.edu) with questions.
—Danielle De Feo (dfeo@fas.harvard.edu) or
Sue-Ann Ma (sma@fas.harvard.edu)

Music at Dudley House

Information is available on the Dudley House
Website, www.fas.harvard.edu/~dudley, or by
calling the Dudley Music Line, 617-495-4162.

Friday, December 2. **Winter Jazz Concert.**
Get into the holiday spirit while listening to
jazz renditions of “What Child is This?” and
“Dance of the Sugar Plum Fairies.” Our other
funk, swing, and gospel beats will get your feet
tapping. Concert begins at 9 p.m. in the
Dudley Dining Room. Refreshments will be
served. If you are interested in joining the
group next term, e-mail William Bares. We
look forward to seeing you at the December
concert!
—William Bares (wbares@fas.harvard.edu)

Saturday, December 3. **Dudley World
Music Ensemble Fall Concert.** 8 p.m.,
Main Dining Room. Free and Open to the
Public. Reception and Jam Session to follow!
The Dudley World Music Ensemble is a small
group of musicians, dedicated to learning and
performing traditional music from around the
globe. In the past, we’ve performed Irish fiddle
tunes, American bluegrass, Klezmer, Romani
music, and Tuvan throat singing.
—Lydia Bean (bean@fas.harvard.edu)

Saturday, December 10. **Winter Waltz. The
Dudley Orchestra** will be playing beautiful
music at the Winter Waltz. If you are interested
in joining our group next term, e-mail Drew
Schroeder. We’d love to have you with us!
—Drew Schroeder (schroed@fas.harvard.edu)
Sing for the Dudley Chorus! The Chorus is a chamber choir made up of graduate students from all Harvard schools. We welcome all interested students, even those with limited singing/choral experience, while working towards the highest level of music making. Our first concert will include a selection of “Marian motets”: sacred musical works for vocal ensemble from the 15th to 20th centuries with Mary as their common theme. Composers will include Josquin des Prez and Francis Poulenc. A winter concert is scheduled for early February. We are always looking for new members of the group; rehearsals are in the Common Room each Tuesday at 7:15 p.m.

—Michael Barrett (mbarrett@post.harvard.edu)

Dudley Public Service Harvard Cooperative Society (the COOP) Public Service Grants. To fund community service projects organized by Harvard graduate students. Past winners include: Science Club for Girls, Science in the News, Project IF, Project ArtReach, Boston Latin School After School Science Program, and the Harvard Prison Education Project. This is a wonderful opportunity for graduate students to gain recognition for their work and fund their programs.

Eligibility: Harvard students from any graduate and professional program are eligible to apply for a grant. You must be enrolled at the time of application and during the period the funds will be utilized. Students may apply as individuals or on behalf of their organization. Immediate and long-term projects are welcome; applications both large and small encouraged.

The grant review committee will be composed of Dudley House fellows and staff, and members of the COOP Board of Directors. Awards are expected to average $500–$1,000 but can be higher, depending on the specific funding requests of proposed projects. After the project, grant recipients will be required to submit a short report showing how funds were spent and what the award allowed the individual or group to accomplish.

Application contents: Submit a proposal (no more than two single-spaced pages) that includes a cover page (name of individual or group, contact information, and abstract), proposal (two pages maximum, describe your organization and project, including the community you serve, the importance of your project, the timeline of your project, and how you will ensure the completion of your project), and budget (amount of funding, including a breakdown of how the funds will be spent; include other sources of funding where appropriate).

Application instructions: Mail proposals by Friday, December 16, at 5 p.m. to: Fan Zhang, Dudley House Public Service, Lehman Hall, 1 Harvard Yard, Cambridge, MA 02138. E-mail Fan Zhang (dudleypublicservice@gmail.com) with questions or for a copy of the application instructions. No proposals accepted via e-mail.

Saturday, December 10. Charles River Tree Pruning. 10 a.m.–2 p.m. Help restore the beauty and vitality of the Charles River parks. Join us when you can, even if you are unable to volunteer for the entire session. We will be working along the river between the Weeks Pedestrian and Larz Anderson bridges on the Boston side in front of Harvard Business School. Work gloves, bags, and other supplies will be provided. To join, e-mail dudleypublicservice@gmail.com.

Ongoing. Clothing Drive. Keep your eyes open for boxes in the residence hall laundry rooms and the Dudley House lobby to donate clothes and other reusable items in good condition.

Ongoing. Volunteer Placement Service. Want to volunteer but don’t know where to start? The Dudley Public Service Fellows can suggest volunteer opportunities to suit your interests and schedule. E-mail for more information.

—Linda Liang, Fan Zhang (dudleypublicservice@gmail.com)

Dudley Literary Program

Thursday, December 1. Submission Deadline for Dudley Review. Submissions for Harvard University’s premiere graduate student literary journal are due December 1. Poetry, short stories, essays, and other forms of creative writing are welcome, as are photos and artwork that can be easily reproduced in black and white. Please e-mail submissions or any questions to dudley_literary@yahoo.com.

Thursday, December 1. Harry Potter and the Sorcerer’s Stone. Harry Potter is graduating next year. Are you? Join us at 7 p.m. in the Graduate Student Lounge for a film showing and learn how to make your generals committee puke slugs while you make your get-away aboard your Nimbus 2000, invisible to your advisor. Questions? Contact Erez Lieberman (elieberman@fas.harvard.edu).
### December | Dudley House Calendar

Please note: Information in this calendar is accurate as of November 21, 2005. For the most recent information, check Dudley House e-mail postings. Contact Susan Zawalich at zawalich@fas.harvard.edu for information on events.

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#### Outings

- **Thursday, December 1. Boston Bruins Hockey.** After close to a year off, the NHL is back and Dudley House is organizing a trip to see the Boston Bruins play the Ottawa Senators. Tickets are on sale in the House Office. For more information, contact Hobie Hoffman (ahoffman@fas.harvard.edu).

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**Dudley House continued from previous page**

7 p.m. in the 3rd-floor Lounge. No previous experience is necessary. Questions? Contact dudley_literary@yahoo.com.

Thursday, December 15. **Book Club: Palestine.** Fireside Room, 7–9 p.m. Do you like graphic novels? You never read one but are interested in starting? Join the Dudley House Book Club for a discussion of Joe Sacco’s *Palestine*. This is a fascinating work that overcomes the boundaries between journalism and art, and is an incursion into the everyday lives and problems of Palestinians and a fresh approach to the sources of the Israeli conflict. Copies of the book will be left at the Dudley House Library, 3rd floor. Refreshments will be served!

—Patricia Vieira (pvieira@fas.harvard.edu), Erez Lieberman (elieberm@fas.harvard.edu), Dan Levenson (dlevens@fas.harvard.edu)
Thursday, December 8. **Candlepin Bowling.** Commonly referred to as “small ball bowling,” candlepin bowling is a New England staple of entertainment as unique as the area itself. Although there are similarities to ten-pin bowling, candlepin bowling is a game of accuracy and power. Candlepin balls weigh approximately 2.5 pounds and “can be easily rolled by people of all ages,” or so it says online. Find out for yourself and join us on a trip to Lanes & Games, voted Best Bowling Alley for 2004 by *Boston Magazine*. Lanes & Games is within walking distance of the Alewife T stop, so we’ll meet at Dudley House at 7:30 p.m. and take the T there. No need to sign up. Bring friends (both Dudley and non-Dudley folks) and cash (Lanes & Games takes cash only!). Games are $4.25/person; shoe rental is $2.50. Questions? E-mail Jenny Smythe (jensmth@fas.harvard.edu).

—Hobie Hoffman (ahoffman@fas.harvard.edu), Jenny Smythe (jensmth@fas.harvard.edu)

### Intramural Athletics

**Intramural Sports.** Dudley House organizes teams to play against undergraduate House teams. For more information, go to www.fas.harvard.edu/~dudley/fellows/athl/athl.html, or e-mail Jonathan Ledlie (jledlie@fas.harvard.edu) or Jason Gallicchio (jgallicchio@physics.harvard.edu).

**Athletics E-mail List.** Sign up for the Dudley House athletics e-mail list by visiting http://lists.fas.harvard.edu/mailman/listinfo/dudleyim-list and following the instruction on that page.

—Jonathan Ledlie (jledlie@fas.harvard.edu),
Jason Gallicchio (jgallicchio@physics.harvard.edu)

### Radcliffe Institute Events

For more information about these or other events, call 617-495-8600 or check www.radcliffe.edu.

- **Monday, December 5.** Julia S. Phelps Annual Lecture in Art and the Humanities: Lee Breuer, co-artistic director, Mabou Mines Theatre Company. 4 p.m., Cronkhite Living Room, 6 Ash St.

- **Wednesday, December 7.** Radcliffe Institute Fellows’ Presentation Series: “All in Your Head: Brain Mechanisms of Denial and Disease,” Alice Flaherty, Harvard Medical School. 4 p.m., 2nd-floor Colloquium Room, 34 Concord Ave., 617-495-8212.

- **Wednesday, December 7.** Schlesinger Library Film Series: *Life and Times of Rosie the Riveter*, dir. by Connie Field, and *Women in the Wings*, dir. by Julia Love. Documentaries about women working on the home front during WWII. Followed by a discussion with Cynthia Enloe, Clark University. 6 p.m., Radcliffe College Room, Schlesinger Library, 3 James St., 617-495-8647.

- **Thursday, December 8.** Voices of Public Intellectuals Lecture Series: “The Forgotten ‘Refugees’: Protecting People Uprooted in their Own Countries,” Roberta Cohen, Brookings Institution. 4 p.m., Cronkhite Living Room, 6 Ash St.


### Harvard University Art Museums Exhibitions

**Locations:** Fogg and Busch-Reisinger museums, 32 Quincy St.; Sert Gallery, 24 Quincy St.; Arthur M. Sackler Museum, 485 Broadway.

For more information, call 617-495-9400 or visit www.artmuseums.harvard.edu.

- **Silver and Shawls: India, Europe, and the Colonial Art Market.** Sackler Museum.

- **Stratification: An Installation of Works Since 1960.** Busch-Reisinger Museum.

- **Quantum Grids: Cai Guo-Qiang, Yayoi Kusama, Sol LeWitt, and Fred Tomaselli.** Sert Gallery, Carpenter Center for the Visual Arts.


- **“To Delight the Eye”: French Drawings and Paintings from the Collection of Charles E. Dunlap.** Opens Saturday, December 17. Fogg Art Museum.

### Humanities Center Event

An evening with Amartya Sen, the Lamont University Professor and professor of economics and of philosophy at Harvard, in conversation with Homi Bhabha, the Anne F. Rothenberg Professor of English. Sen will read from and discuss his new book, *The Argumentative Indian: Writings on Indian History*, Tuesday, December 6, at 6 p.m., Sackler Museum Auditorium. Open to the public. Seating is limited. For more information, call 617-495-0738.

### Returning Class: Business 2107: Commercializing Science & High Technology

The Division of Engineering and Applied Sciences (DEAS) announces that Business 2107 will be held in spring 2006. This graduate course tackles critical issues that cut across disciplines from business to engineering to medicine and draws from Harvard labs and local high tech firms. Key questions: How do firms invent and commercialize breakthroughs? How do scientists take their research to the marketplace? How are university technology transfer policies changing and what are the implications of those changes for researchers, universities, and firms? What is the best way to manage cross-disciplinary teams of scientists, engineers, physicians, lawyers, and MBAs? Approximately 40 percent of the class will be Harvard MBA students; the other 60 percent will be a select group of science, engineering, law, policy, and medical students. The course is aimed at students who will work in or with innovative industries. Date and time: Thursdays, 3–5 p.m.; 13 two-hour sessions. Enrollment is limited. An information session will be held at DEAS in the near future. Complete course description at www.hbs.edu/mba/admin/acs/2107.html. Cross-register by January 19 via the Business School. Contact: Lee Fleming, associate professor, lfleming@hbs.edu.
GSAS students are encouraged to explore House tutor and freshman proctor positions, which provide not only an opportunity to take part in the life of Harvard College, but also a valuable educational and administrative experience. This introduction is intended to acquaint GSAS students with some aspects of the College and to help graduate students compete successfully for College appointments.

**Brief History**

Harvard’s current House plan, the inspiration of President Lowell, dates back to the early 1930s, but the idea and ideals behind it stretch back almost as far as the College itself. Across all four centuries of Harvard’s history, learning has meant living together. President Lowell’s wishes came to fruition in 1928 when Edward S. Harkness (Yale 1897) offered more than $10 million to provide for the first seven Houses. The Houses were to be patterned after Oxford and Cambridge colleges and were meant, in President Lowell’s words, “to unite learning with the fine art of living.” Two of the new Houses, Dunster and Lowell, opened in 1930. Eliot followed in 1931, along with Adams, Kirkland, Leverett, and Winthrop. Dudley House was created in 1935 to serve nonresident students. Quincy House followed in 1939, Pforzheimer (formerly North House) and Cabot (formerly South House) were formed into Houses in 1959. Pforzheimer (formerly North House) and Cabot (formerly South House) were formed into Houses in 1959. Canaday, which was completed in 1974. The Dean of Freshmen is assisted by one associate dean and three assistant deans.

**House Tutors and Freshman Proctors in Harvard College**

**AN INTRODUCTION FOR GSAS STUDENTS**

**Suggestions for Applicants**

GSAS students who are applying for positions as House tutors or freshman proctors should become acquainted with the College by reviewing publications such as the *Handbook for Students* (online at www.registrar.fas.harvard.edu/handbooks/student) and individual House directories (available in the GSAS Dean’s Office, Byerly Hall; the GSAS Student Services Office, Dudley House B2; and online at www.fas.harvard.edu/-uhod).

To keep abreast of undergraduate activities, students should read *The Harvard Crimson* and *The Independent*. Applicants may also want to attend some of the public events offered by Houses, such as lectures, concerts, art shows, and theatrical and athletic events.

Following is a description of the responsibilities and application procedures for House tutors and freshman proctors prepared by the House Masters and the Dean of Freshmen. Applicants should pay special attention to deadlines.

**House Tutors**

There are 12 residential Houses, as well as Dudley House, which serves GSAS students and has approximately 70 undergraduate affiliates.

Graduate students may also associate with Houses as tutors in a Senior Common Room made up of tutors, faculty associates, and other members who form a coterie of postgraduate academics and professionals.

**Responsibilities**

House tutors, both resident and nonresident, are expected to be advisers to, and intellectual role models for, undergraduates. Although each House may have somewhat different specific expectations, the following may be considered general guidelines for tutors.

Resident tutors are required to participate in any House-specific training as well as the University-wide Tutor Orientation in early September and to be in residence from the time students arrive in September through Commencement, holding direct responsibility for a given entry, hallway, or building.

All tutors participate actively in House life and are accessible to students for both academic and personal counseling.

They also take initiative in organizing and participating in intellectual, cultural, and extracurricular activities in the House, such as:

- discussions with invited guests at meals or language tables;
- maintaining a presence with students at meals and social functions, and helping with chaperoning when needed;
- involvement in House sports, drama, music, art, photography, and other activities.

Tutors representing their department and/or field are engaged in:

- teaching courses in their fields, perhaps in House-based sections or House-based tutorials for credit;
- tutoring and advising, in coordination with departments;
- writing or helping to write letters of recommendation for students.

In addition to their roles as academic and social advisers, resident tutors must also occasionally handle discipline, maintaining Harvard’s rules and regulations as they apply to residential life.

Resident tutors are provided housing and meals to enable them to meet the responsibilities outlined above. Some tutors may receive additional compensation for special appointments in the House, such as work as an assistant senior tutor or House librarian. An important reward for becoming a House tutor is the fellowship of the Senior Common Room, which is made up of scholars of a wide range of disciplines and ages.

**How to Apply**

To become a House tutor, apply to individual House Masters by submitting the information form available in the GSAS Dean’s Office (Byerly Hall), the GSAS Student Services Office (Dudley House, B-2), department offices, House offices, the Undergraduate
Housing Office, and online at www.fas.harvard.edu/~uho.

For information about tutoring in the Dudley Co-operative and working with non-residents, contact the Dudley House Undergraduate Office directly.

If you wish official recognition by the department or departments in which you teach, you must tell those departments of your interest in becoming a House Tutor. Some House Tutors do not represent departments officially. Graduate students who do not wish departmental recognition may forego communication with a Head Tutor. House Masters will ordinarily discuss with department Head Tutors which graduate students, if any, are eligible to represent the departments officially. Graduate students who do not wish official recognition by the department or departments in which you

In addition to submitting the information form, applicants should write to the Masters of the Houses in which they are interested. This letter should serve as a cover for a résumé (two if married or partnered) and a copy of the information form for each spouse or partner. Among other things, the letter might cover: specific academic interests and potential contributions to the scholarly life of students in the House; special nonacademic involvements (hobbies; cultural, political, and community activities) and ways you might share these with members of the House; and any dorm-living experiences you may have had in college or elsewhere.

The deadline for applications is Friday, February 10; the start date for making offers is Friday, March 10. See www.fas.harvard.edu/~uho/house-tutors.html for more information.

Once applications are received, House staff will be in touch directly with tutor candidates. Depending on anticipated vacancies, a number of applicants will be asked for interviews, and a smaller number will be offered either resident or nonresident tutorships.

Acceptance of an offer should be directed to the House Masters. It is not appropriate to affiliate with more than one House.

Appointments are made for one year, but may be extended at the pleasure of the Masters. All House Masters have agreed to a common starting date for offers to tutor candidates of Friday, February 24, 2006, with a grace period for answering of seven days.

**Freshman Proctors**

Men and women who serve as freshman proctors and, thus, as members of the Board of Freshman Advisers in Harvard College, provide guidance for first-year students in all aspects of their exploration of Harvard.

Proctors reside in freshman dormitories and are the members of the College staff with whom first-year students have the most extensive contact. The development of mutual confidence, respect, and responsibility between proctors and their students can teach freshmen that members of the faculty and administration are approachable, and encourage them to use more fully the advising and counseling resources of the College.

Each proctor works under the direction of an assistant dean of freshmen to create an academic and social community among 20 to 40 first-year students, and to provide academic counseling to approximately 20 students.

Ideally, the proctor’s role takes three forms. Providing academic information and guidance is, of course, the key to an effective advising system, and each proctor must develop knowledge of general and specific course and degree requirements as they apply to his or her group of students. Proctors are expected to help students plan course schedules, aid students when they encounter academic difficulties, and think through course programs and concentration plans with students. The proctor will not always have all the answers students seek, but knowledge of where to find the answers and a willingness to help students seek them out will be of inestimable benefit to the students he or she serves. Because the proctor is an adviser who lives in the dormitories, he or she also provides important personal and social counsel as first-year students adjust to life in the College community and make the individual and group decisions mandated by the freedom they enjoy as undergraduates.

Finally, as an officer of the University, each proctor plays a disciplinary role. He or she is responsible for understanding, conforming to, and implementing the rules and regulations of Harvard College, as well as working with senior members of the College administration to balance appropriately these disciplinary responsibilities with his or her role as counselor and advocate.

**Responsibilities and Requirements**

Proctors are appointed for the academic year. Appointments are reviewed and, if appropriate, renewed annually. Proctors are required to live in the freshman dormitories in rooms or suites assigned by senior staff in the Freshman Dean’s Office. Accommodations vary; not all have private baths, and few have kitchen facilities. A few accommodations are available for couples. Proctors may keep a dog or cat in the freshman residences under College guidelines. Applications from couples must be accompanied by certification of the couple’s relationship, consistent with guidelines approved by the Office of the General Counsel and followed elsewhere in the University; see the proctor application and its attachments.

Proctors are encouraged to take meals with their students in the freshman dining hall. Housing assignments and meal allotments are made “at the convenience of the employer” and are not taxable as income during the proctor’s term of appointment.

An enthusiastic presence in the dormitory and availability to students are requisite to successful performance as a proctor. Commitments of time in the entryway are often more extensive at the start and at the end of each term. Proctors are expected to resolve any scheduling conflicts during orientation and examination periods in favor of their proctorial responsibilities.

Individuals appointed as proctors may take up residence as early as late August. However, proctors must be in residence from the beginning of orientation for the Board of Freshman Advisers at the end of the summer, through the conclusion of the spring-term examination period. Board of Freshmen
Advisers’ training sessions, subsequent meetings of the Board of Freshman Advisers, and regular meetings with the assistant deans of freshmen are mandatory for proctors.

Proctors work closely with their colleagues on the Board of Freshman Advisers, with associate and assistant deans and with senior proctors from the Freshman Dean’s Office and with designated members of the Bureau of Study Counsel, Harvard University Health Services, and the Mental Health Service, who can provide support and advice to proctors in their work with individuals and with groups of students.

Requirements for Eligibility

— Bachelor’s degree or equivalent.

— Enrollment as a degree candidate in a Harvard graduate or professional school, or a minimum of half-time employment in the University at the officer level. Candidates for appointment are expected to document their University affiliation at the time of application. If affiliation is pending, candidates must provide documentation of their affiliation by May 1. No appointment will be offered until an appropriate University affiliation is established and confirmed.

— For initial appointment, preference for two or more years availability to serve as a proctor.

— Evidence of sensitivity, maturity, and judgment in dealings with peers, professional colleagues, and younger men and women.

— Commitment to learn about the academic and curricular opportunities available to first-year students at Harvard.

Application Process

Applications are available at the Freshman Dean’s Office, 6 Prescott Street. Completed applications and all supporting materials must be received by Friday, January 6, 2006. No candidate whose application is incomplete can be interviewed or offered appointment.

Candidates selected as finalists for appointment will be interviewed during January, February, and March, and appointment offers will be made to coincide with the House tutor invitations.
In either case, this type of proposal should be accompanied by a selected bibliography.

“Who serves on fellowship selection committees? Will our proposals be read by specialists in our own field, or simply by generalists?” Most people want to know the answer to this question so they can address their proposal to the appropriate audience. However, even in competitions that are judged by people in your own discipline, you cannot or should not assume that they are fully knowledgeable about your specialized topic. Indeed, even specialists need convincing, and may in fact view your proposal with a more critical eye.

The safest course to follow is to provide enough background in making your contribution argument that both generalists and specialists will view the background as a necessary and logical part of your contribution argument. It is also wise to avoid jargon or unnecessary technical terms.

“How do I write an abstract for a fellowship proposal?” An abstract or summary of the proposal is often required; most federal agencies require 200 or 250 words. Although the abstract usually appears at the beginning of a proposal, it is best to write it last. The abstract should consist of the best parts of your proposal. There is no need to worry about redundancy. After all, the abstract is describing the same dissertation project as the long version.

For a more detailed discussion of fellowship proposals and samples of winning Harvard proposals, see Scholarly Pursuits, a publication available free of charge to GSAS students, at the Dean’s Office, Byerly Hall, 2nd floor, or online at www.gsas.harvard.edu/financial/scholarly.html.

Some End-of-semester Thoughts for Teaching Fellows
Soon enough, the students in your sections or tutorials may come to you for a letter of recommendation. For many of you, this will be a first-time experience. For advice on writing letters of recommendation, a handout is available in the Dean’s Office, Byerly Hall, 2nd floor. —Cynthia Verba

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### Deadlines for Selected Fellowship Awards, 2005–06

Deadlines cited below for Harvard fellowship competitions are final. Some Harvard competitions, especially those requiring departmental nomination, have an earlier deadline by which candidates must submit required materials to their departments. For information on those deadlines, students will need to consult their departments. Students should consult The Graduate Guide to Grants, available at the GSAS Administrative Dean’s Office, Byerly Hall, 2nd floor, and online at www.gsas.harvard.edu/academic/fellowships/guide.html; or directly contact the sponsoring/fellowship organization for the most up-to-date information on deadlines and applications.

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<thead>
<tr>
<th>PROGRAM</th>
<th>DEADLINE</th>
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<tbody>
<tr>
<td>HARVARD KENNEDY, KNOX, SHELDON, AND LURCY</td>
<td>Set by department (before December 13, 2005)</td>
</tr>
<tr>
<td>Traveling Fellowships</td>
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<tr>
<td>US DEPARTMENT OF EDUCATION FOREIGN LANGUAGE AND AREA STUDIES FELLOWSHIP</td>
<td>January 13, 2006</td>
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<tr>
<td>Academic year and summer fellowships</td>
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<td><a href="http://www.gsas.harvard.edu/financial/flas.html">www.gsas.harvard.edu/financial/flas.html</a></td>
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<tr>
<td>HARVARD MERIT FELLOWSHIPS</td>
<td>Set by department (before February 6, 2006)</td>
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<td>HARVARD GRADUATE SOCIETY</td>
<td>Set by department (before February 6, 2006)</td>
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<tr>
<td>HARVARD WHITING FELLOWSHIPS IN THE HUMANITIES</td>
<td>Set by department (before March 1, 2006)</td>
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<tr>
<td>Dissertation Research Fellowships</td>
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<td><a href="http://www.ces.fas.harvard.edu/grants">www.ces.fas.harvard.edu/grants</a></td>
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<tr>
<td>HARVARD MINDA DE GUNZBURG CENTER FOR EUROPEAN STUDIES</td>
<td>March 25, 2006</td>
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</table>

In Common
Grad Student Peer Counseling

Preoccupied? Have something on your mind? Just need to talk? Call us. In Common is an anonymous and confidential peer counseling hotline for graduate students.

Call us Monday – Thursday, 8p.m. – 12a.m. 617-384-TALK (8255)

We’re here for you.
**Bok Center Winter Teaching Conference**

It's time to gear up for spring semester! The Bok Center hosts its Winter Teaching Conference on Tuesday, January 31, the day before the start of the spring term. Like the Fall Teaching Conference, this day-long series of sessions and workshops provides tips and advice for first-time teachers, as well as offerings intended for experienced teaching fellows and faculty. Renew your energy and enthusiasm, and add to your teaching skills! A conference schedule is available at www.bokcenter.harvard.edu.

**Making CUE Evaluations Work for You**

CUE course evaluations can be an invaluable tool for improving your own teaching as well as documenting your good works. The results of the online student evaluations are available to teaching fellows who have taught this semester. Check the Bok Center Website at www.bokcenter.harvard.edu for details on how to access this information directly. Should you wish, you can make an appointment with a Bok Center consultant to review your CUE scores and student comments.

In addition, you should save all CUE evaluations for the job market, since they can be used as an important part of a teaching portfolio highlighting your growth and development as a teacher at Harvard. Please do not assume that the Registrar’s Office or the Bok Center will be able to locate your evaluations if you suddenly need them for a job application later on after you have taught in a course. CUE evaluations provide valuable evidence of teaching excellence, but the responsibility for procuring and (perhaps a greater challenge) for saving them in a safe place is yours alone.

**Graduate Writing Fellows Program**

Are you looking for ways to become more efficient and effective at grading and commenting on student papers? Do you want to learn sound techniques for creating good writing assignments and for enhancing student learning by incorporating writing into your section? If so, the Graduate Writing Fellows (GWF) Program can provide you with time-saving, pedagogically sound strategies for responding to students’ writing, designing assignments, and using writing in the classroom. A two-day training session at the beginning of the term focuses on how students learn and on research about teaching writing. Teaching fellows also practice grading and commenting on actual student papers. Three catered dinner meetings throughout the term offer further guidance and support.

Recent participants have offered the following written comments: “I found this to be one of the most useful seminars on professional development that I have participated in…. I was given the chance to reflect on teaching in a way that is often difficult when you are pressed for time. The handouts and literature we received all provided me with food for thought. I doubt that I will ever teach in the same way again;” “The GWF Program was tremendously beneficial to the course and to me as a teacher. High among the benefits: being reminded that content transfer isn’t the main point of teaching; being given concrete ideas of how to make a course writing-enhanced without detracting from its seriousness and rigor; having other interested teachers to bounce ideas and concerns off of.”

New and experienced teaching fellows, teaching assistants, and instructors from all disciplines are encouraged to apply. Participants must be teaching Harvard undergraduates in courses or tutorials with substantial writing components during the semester in which they join the GWF group. Fellows complete a written plan at the beginning of the term and a final report at the term’s end to document their ideas, work, and progress. For more information and/or application materials, contact Cassandra Volpe Horii (cvolpe@fas.harvard.edu, 617-495-4869).

**International Teaching Fellows**

Teaching in the American Classroom, a half-day training workshop and information session for international graduate students serving as first-time teaching fellows, will take place in late January 2006. Check the Bok Center’s Website for date and registration information at www.bokcenter.harvard.edu.

The spring term “Discussion Leading Skills for International TFs” will also begin in early February. Open to both new and experienced international TFs, this seminar, which meets seven times during the term, focuses on importing English-language discussion leading skills. Participants microteach, conduct classroom observations, and watch and analyze videotapes of various teaching styles. For more information or to sign up, check the Bok Center Website or contact Virginia Maurer (vmaurer@fas.harvard.edu).

—Beckie Hunter
Recap of October and November Open Meetings

At our first GSC meeting of this academic year in October, the GSC reported on last year’s accomplishments. One of the biggest accomplishments of the GSC last year, in partnership with HUHS, was getting a new dental coverage plan with Delta Dental insurance. Over 1,100 GSAS students signed up for the new dental coverage, making this a very successful initiative. The GSC also elected members to the executive and standing committees.

The November open meeting focused on our budget and how it will be used to benefit the student body. We discussed the guidelines and application process for both research and conference grants and for student group funding. The awardees for fall conference grants were announced and the Council voted to approve the fall budget for student group funding.

The Harvard Darfur Action group was invited to give a talk about its purpose and activities. The group is launching a dues-paying membership; revenue will be used to support the Genocide Intervention Network. Visit www.genocideintervention.net for more information.

GSC Open Meeting: Wednesday, December 7

GSC open meetings are held on the first Wednesday of every month (except January) at 6:30 p.m. in the Graduate Student Lounge, Dudley House. The next meeting will be on Wednesday, December 7. Representatives from the Registrar’s Office have been invited to discuss the new online registration system. If you have any questions or concerns about the online registration system or would like to suggest an idea to the Registrar, please come to our December open meeting.

Students are encouraged to voice their opinions and concerns at the GSC open meetings. Some of the issues raised at meetings include: support for student parents, difficulties in receiving social security numbers for international students, dissertation completion funding, and guidelines for general exams. The GSC pursues these issues with GSAS deans and University administrators to serve your needs. Please do not hesitate to contact the GSC with any questions or concerns.

To place an issue on a GSC meeting agenda, submit it at least one week prior to the meeting to gsc@hcs.harvard.edu.

Grants and Group Funding

The next deadline for student group funding applications is January 18, 2006; the deadline for conference grant applications is January 30, 2006. We would like to encourage all students to take advantage of these great opportunities. Our funding is available for students in need of financial support for research and conferences, and for student groups proposing various events that serve the community. New student groups are always welcome.

Please visit our Website for more guidelines and application forms, or e-mail us with questions or concerns.

Mentoring Awards

The GSC created the Everett Mendelsohn Excellence in Mentoring Awards to honor faculty members who go beyond the call of duty to mentor graduate students. We encourage GSAS students who have benefited from a strong mentoring relationship to nominate their mentors, either by e-mail or letters. The deadline for nominations is February 13, 2006.

Mailing List and Calendar

To learn about GSC events, e-mail major-domo@fas.harvard.edu containing only the text: “subscribe gsc-list.” Please also visit the GSC Website to view our calendar of events, www.hcs.harvard.edu/-gsc. —Jina Suh
Guess the subject and location of the photo on the right and win an official GSAS tote bag.* It’s a big bag (14” x 18”) made of 100% heavy-duty cotton with an outside pocket and top-closing snap. Holds gym clothes, scholarly tomes, and dissertation chapters by the dozens.

Submit your guess with your name, department/program affiliation, and mailing address by Friday, December 9, to: bulletin@fas.harvard.edu. Please be sure to put “What Is It” and the contest month in the subject line of your e-mail.

The answer to the November Bulletin question is a little gargoyle on a bench in the Radcliffe Yard courtyard, near our own Byerly Hall. Congratulations to the following correct guessers: Slavko Bogdanov (astronomy), Joyce Chen (Center for International Development), Guner Coskunus (Peabody Museum), Chinnie Ding (English and American literature and language), Robert Fannion (government), Kristina Fontanez (organismic and evolutionary biology), Harumi S. Furuya (government), Ayres Heller (health policy), Peggy Herlihy (astronomy), Nora Imirzian (Core Program), Elissa Klinger (Core Program), Adrian Kwek (philosophy), Junghwan Lee (East Asian languages and civilizations), Peter J. Lu (physics), Kranti Saran (philosophy), Kyoko Sato (sociology), Emily Shortridge (health policy), Andrew Simpson (GSAS admissions/financial aid), Jascha Smilack (East Asian languages and civilizations), Tobi Szuts (biophysics), Jose Miguel Torres (economics), Alexander Villanueva (health policy), Gernot Wagner (political economy and government), Oriana Walker (history of science), Ilan Wapinski (engineering and applied sciences), Stanley Watt (economics), Michael Wu (biostatistics), and Jennifer Yeh (health policy).

*Members of the GSAS community are welcome to enter the contest every month to test their visual memory, but only one tote bag will be given out per person per term.