Meeting Minutes

- **PDL Team**
  - 4 core team members: Jenny Mak, Ryan Day, Elizabeth Strauss, Gabby Lilienthal
  - PDL for MS include:
    - Phase 1: Understanding the job search process
    - Phase 2: Get your resume and LinkedIn profile career ready
    - Phase 3: Learn to communicate with employers effectively
    - Phase 4: Connect with employers and alumni
    - Phase 5: Continue developing your skill set
  - PDL for PhDs (Engineer your PhD) include:
    - Ethics and Integrity
    - The first 30 days
    - Panel of Current Students
    - Written First Impression
  - Over 200 PDL Elective session available for MS and PhD students
  - English language Communication Courses
    - Small class size ~ 10 students/ class
    - Serving varied student English communication needs
    - Flexible schedule: alignment with your schedule
    - Available in all 3 semesters
    - Contact Prof. Sophia Lee at hl3266@columbia.edu
  - Career Placement Coach for each department is listed on [https://pdl.engineering.columbia.edu/directory](https://pdl.engineering.columbia.edu/directory)
    - Always reach out to your CPO through a one-on-one appointment to get to know them
  - Graduate Career Placement update:
    - Weekly events: Employer Presentations, Alumni Talks, Industry Panels, and Interviews
    - Career Engineering Career Connect (powered by Vmock)
    - Virtual Career Fail (Fall Term)
    - Virtual China Career Fair (Fall and Spring Term)
    - Global Engineering Elective (GET) Specialization launched (Fall 2020)
  - Summer @ SEAS:
    - Internships
    - Industry Projects
    - Research Opportunities
    - Design and Engineering Challenges
    - Summer PDL Sessions
    - English Communication Class
  - Contact
    - Website: [https://pdl.engineering.columbia.edu](https://pdl.engineering.columbia.edu)
    - Instagram: cugradseas
    - Email: pdl-seas@columbia.edu
  - Student Feedback to increase engagement:
    - Sometimes the PDL sessions are in times of the day that is difficult because of other prior commitment or classes
- Career fairs for students in India?
- Students are sometimes not sure on how to engage with their Career Placement Officer
- Students find it difficult to connect with employers in virtual environment