

PDA Executive Council Meeting

6/5/2019, 1:30-3:30 PM, RC2 Rm 10105

Participants:

Current Position	Name	Initials	Present / Absent
President	Dominique Reed	DR	P
VP, PDEC chair	Josh Travers	JT	P
CFO	Michael Dyle	MD	P
Co-CCO	Shawna Matthews	SM	P
Co-CCO	Sophina Taitano	ST	P
Travel awards co-chair	Sara Coleman	SC	P
Travel awards co-chair	Walter Knight	WK	A
Seminar series chair	Natalie Hohos	NH	P
PDRD chair	Jenn Major	JM	A
Outreach chair, PDEC chair	Madeline Keleher	MK	A
International/diversity chair, PDEC committee	Marina Felisbino	MF	P
PDO advisor	Bruce Mandt	BM	P
Past positions			
President (past)	Valerie Minarchick	VM	
VP (past)	Ian Cartwright	IC	
PDEC chair (past)	Jill Daigneault	JD	
Additional attendees	Julie Pires Da Silva (incoming engagement co- chair, and P2P co- chair)		P
	Maureen Banach (incoming travel awards committee)		P

PDA Housekeeping:

1. Roll call

Finances:

2. Finance update (MD)
 - a. Previous action items:
 1. Submit outstanding food receipts to MD for reimbursement (DR/all)
 2. Status?
 - b. Currently \$769.75 remaining

1. BM- make sure that all items have posted; try to make sure that all expenses have posted by the middle of the month
2. Don't need to spend every last \$
- c. Outstanding expenses:
 1. -\$100 for Dominique receipts
 2. -\$50 for happy hour
 3. -\$50 for first aid kits
- d. Action items:
 1. Support coffee hour for UC Denver postdocs (DR/all)

Community Development:

3. Town Hall results (DR)
 - a. Previous action items:
 1. None
 2. Status? N/A
 - b. 29 people responded (41 at town hall)
 - c. 100% approval of charter changes
 - d. P2P topics:
 1. Stuff related to finding or getting a job
 2. Maternity leave:
 1. Previous PDA member said that she helped establish parental leave policy nearly 10 years ago:
<https://www.nature.com/naturejobs/science/articles/10.1038/nj7316-739a>
 2. However per BM, university's current policy is FMLA (12 weeks so you can't get fired if you take up to 12 weeks for parental leave)
 3. Strictly speaking, FMLA technically was created for a medical condition so there's room to wiggle out for cases related to adoption or paternal leave
 3. Some initiatives:
 1. Matched retirement
 2. Diversity initiatives
 3. Postdoc walk at lunch
 - e. Action items:
 1. None
4. PDA elections (DR)
 1. Previous action items:
 1. Set up link to nominate people for president position (MK)
 2. Create table to advertise open positions (SM)
 3. Advertise open positions at town hall/via flyers (DR/JT)
 4. Status? Done
 - b. Currently no chair for advocacy chair position so JM may take over until someone else steps up
 - c. NH- maybe advertise positions that are still open
 1. DR- difficult to fit everything on one space

- d. BM- if next year's committee wants to tackle retirement, need to come up with convincing argument for university contributing to retirement
 - 1. Postdoc is supposed to be a period of training; it's used as a retention package
 - e. MF- international postdocs cannot benefit from retirement contributions but can benefit from parental leave policy so important to think about priorities
 - f. Action items:
 - 1. Send out via email with positions that are still open (DR/JT)
 - 2. Advertise open positions in upcoming digest (SM)
5. Meeting with UC Boulder PDA in Westminster CO (DR)
- a. Previous action items:
 - 1. Touch base after elections in July (DR)
 - 2. Invite to PDRD, talk about other ways to chat (Zoom/Skype) (DR/JT)
 - 3. Status?
 - b. Goal of meeting was to form a connection and collaborate on an event
 - c. Already had elections; Pascale (?) is the new president
 - d. Action items:
 - 1. Set up 10-15 minute Skype call to introduce two PDA committees to each other (DR/JT)
6. P2P update
- a. Previous action items:
 - 1. Update flyer
 - 2. Status? Done
 - b. 90 attendees so far this year and appears to be growing
 - c. People don't seem to know what to expect
 - 1. JT- seems to help having discussion leaders to guide the conversation
 - d. BM- do you plan to have speakers come in, or will it be a PDA-facilitated discussion?
 - 1. Benefit of having speakers- provide subject matter expertise; give you connections for a given topic (DR/MD); help create handouts
 - 1. Useful in making connections and providing specific details (DR)
 - 2. Drawback of having speakers- might shift the balance to putting more emphasis on the speaker's perspective instead of the non-experts (SM)
 - 1. BM- if it's someone you're trying to impress or make a connection to get a job, you have to self-censor more and it's less of a safe space
 - 3. Can be a decision from the incoming council
 - e. Action items:
 - 1. Discuss with Julie about upcoming topics; need a second coordinator (DR)
 - 2. Provide outline to attendees of how the event goes (i.e., introduce topics, raise questions)
7. PDA digest (SM)
- 1. Previous action items:
 - 1. Give MK info on how to check what people are clicking on
 - 2. Status? Not done
 - 2. New section to highlight features of CDO/PDO
 - 3. Action items:
 - 1. Create new digest section to feature rotating selection of CDO/PDO services

2. Make list of services to be featured in digest (BM)
8. Social media (SM/ST)
 1. Previous action items:
 1. Think about how to highlight less “shiny” parts of science (ST/SM)
 2. Make list of PDA passwords for social media, town hall tools, etc to give to incoming council (DR/SM/ST/all)
 3. Status? First part done as Friday fails
 2. BM- really enjoying the Friday Fail component; has shared it with a couple people
 3. Action items:
 1. Submit fails for Friday Fails to ST/SM (all)
 9. Changes to PDA website (ST)
 - a. Previous action items:
 1. Fix PDRD link
 2. Status? Done
 - b. ST has updated the website
 - c. Action items:
 1. Send ST any more updates that need to be taken care of (all)
 2. Send ST meeting minutes from March, April, May, June (SM)
 10. Postdoc of the month (POTM) program
 - a. Previous action items:
 1. None
 2. Status? N/A
 - b. SM writing up SOP for how to pick
 - c. Action items:
 1. None
 11. Departmental reps program
 - a. Previous action items:
 1. Set up meeting for May or June (DR)
 2. Add to town hall call for someone to coordinate dept rep (DR)
 3. Status? Done
 - b. JT- difficult to get departmental reps to engage with slack
 1. People see the information posted but there’s no engagement
 - c. MF- slack makes sense for PDA but not so much for dept reps
 1. BM- what’s the point?
 2. DR- provide Google docs and resources to give to new postdocs
 - d. Recruitment- DR stepped it up bc a lot of people moving on to next positions
 1. NH- our dept is really small and no one wants to be a dept rep; getting annoyed with the frequency of PDA emails
 - e. BM- tell dept reps to bring new postdocs to PDA coffee hour
 - f. Dept reps- seemed to want to have their own event (lunch or dinner)
 1. DR is meeting with 3 reps tomorrow to discuss planning an event
 2. Stuff at night is hard for people with families
 - g. Action items:
 1. Try to recruit postdocs to become dept reps (all)

Postdoc Engagement:

12. Coffee hour and PDA council elections

a. Previous action items:

1. None
2. Status? N/A

b. Elections at the next coffee hour (6/13)

c. Do we need to have an actual ballot?

1. MD- last year we just went around and asked if everyone was ok
2. NH- looks better if there's an actual ballot; seems a little bit more above-board

d. Action items:

1. Make ballot for next coffee hour (JT)

13. Happy hour

a. Previous action items:

1. None
2. Status? N/A

b. Next is TODAY 6/5 at 4 pm

c. Action items:

1. None

14. International/Diversity Officer update (MF)

a. Previous action items:

1. Prepare draft handout for mandatory international postdoc meeting (MF)
2. Touch base to coordinate what goes into that packet (BM/MF)
3. Status? Started but needs more work

b. MF- Want to do career development fair

c. BM- we never do something careers focused specifically for international postdocs

1. Brendan Delaney is an attorney- he does a lot of events like this; costs \$\$ to bring him in but he has good info
2. May have in-house resources as well

d. Action items:

1. Follow up with BM for international postdoc career development fair (MF)

15. Summer Hike series

a. Previous action items:

1. Order first aid kits
2. Status? Not done

b. Not sure how disclaimer is being supplied; difficulty linking back to slack so may just provide via email

c. Public transportation to Chataqua is available

d. AIR wanted to co-sponsor the event

e. Action items:

1. Let AIR know about co-sponsorship (DR)

Career Development:

16. Seminar series update (NH)

a. Previous action items:

1. Remove seminar series from PDA calendar (SM/ST)
2. Status? Done

b. Attendance is up 120% over last year (exceeded SMART goal)

c. 25-30% of attendees come from one of speakers' home departments

d. Winners (3) chosen:

1. Does PDA council member winning constitute a conflict of interest?
2. Eligibility- winners are only current postdocs (former postdocs)?

e. Action items:

1. Notify seminar series winners (NH)

17. PDRD update (JM)

a. Previous action items:

1. Come up with ribbons to put on posters of travel award winners for PDRD (SC/WK)
2. Status? Done

b. Networking event at PDRD- need contact from the Wellness Center (?)

c. Abstract submission closes on 6/11

1. BM- did anyone convey that to Matt Berta? It was supposed to close on 6/4 at 11:59 but left it open bc only small number of submissions

d. Action items:

1. Extend PDRD abstract submission deadline via Matt Berta (JM)

18. Travel awards update (WK/SC) (?)

a. Previous action items:

1. None
2. Status? N/A

b. June 30th deadline- supposed to have updated application so verbiage for reviewers was supposed to be the same as given to applicants

1. Didn't get Matt Berta changes quickly enough to make changes on the website
2. One person has already applied so have to wait a whole extra cycle in order to make the changes to the rubric

c. SC- might be helpful to have Maureen watch over the next cycle of submissions and review

d. Action items:

1. Plan a meeting with the incoming travel awards committee (SC and WK)

New Business:

19. PDA support for Science in the News

a. Previous action items:

1. Determine how SITN plans to purchase equipment (DR/BM)
2. Contact Dylan Verden about SITN equipment purchase (DR)
3. Status? Spent \$58; not sure about rest

b. Supposed to purchase and submit reimbursement to BM but not sure if it's happened

c. Action items:

1. Follow up with SITN to see if they need the remaining ~\$100

Next Meeting of the Executive Council: Tuesday, June 18, 1:30-3:30 pm, RC2 Rm 3109