

PDA Executive Meeting October 10, 2019

Wednesday, October 9, 2019 3:39 PM

Position	Name	Initials	Present/Absent
President	Jenn Major	JM	P
VP	Josh Travers	JT	P
CFO	Walter Knight	WK	A
Co-CCO	Natalie Hohos	NH	P
Co-CCO	Kelsey Barcomb	KB	P
Travel Awards Co-Chair	Heather Bender	HB	P
Travel Awards Co-Chair	Maureen Banach	MB	A
Seminar Series Co-Chair Dept. Rep. Coordinator	Rushita Bachi	RB	P
Seminar Series Co-Chair	Frehiwet Hailu	FH	P
Outreach Chair	Dylan Mori	DM	P
International/Diversity Chair	Marina Felisbino	MF	P
PDEC Co-Chair PRDR Co-Chair	Rob Klipp	RK	P
PDEC Co-Chair P2P Coordinator	Julie Pires Da Salva	JPD	P
PDRD Co-Chair			
PDA Advisor	Bruce Mandt	BM	A
Additional Attendees			

Action Items:

If action item from last meeting was completed since it will have a check mark in its box. If an action

item has not been completed from the last meeting it will not have a check mark in its box, this is now

an action item to check status at next meeting

Action Items from Prior Meeting (9.5.19 (last exec. meeting) and 9.13.19 (special NPAW meeting))

General Action Items:

- PDRD chair - any update from PDRD wrap up meeting
JM – need to invite everyone who signed up and have a meeting to find a leader.
Have a group of people interested do one more call for people and then have meetings to find a chair.
- Give comments on National Postdoc Association Annual Meeting Abstract – ALL – has been submitted

NPAW/Block Party Action Items:

- All NPAW Action Items have been completed!

Dept. Reps. Related:

- RB - Start thinking about changing/making attendance requirements Dept. Reps.

International/Diversity Related:

- MF - start working on career development for international event

Travel Awards Related:

- MB/HB - Update list of travel award reviewers HB – this is in progress confirmed with old reviewers and then we are going to talk with BM to add in incentives for them
- MB/HB - getting scores to postdocs who apply HB – sent out scores last cycle
- MB/HB - adding a filter into the application process so you can only apply for travel award deadlines that fit your conference dates.
- Travel Award info in digest
- Like to have more travel award recipients be featured in digest - HB/MB coordinate with NH
- KB – bold and highlight disclaimer on website stating if you don't follow the application rule we can DQ you (say this nice)

Meeting Agenda

1. NPAW Wrap-up

a. Survey

▪ JM -

- ~100 ppl responded
 - Networking workshop – enjoyed a lot or somewhat for the majority of attendees, people didn't go because they were too busy
 - Coffee hour – all but one person liked it, mainly positive responses – we checked in over 40 ppl and more there – common reason didn't attend because too busy
 - Happy hour good response (over 30 ppl at happy hour) – too busy reason why didn't attend;
 - Trivia, good people really enjoyed 16 ppl went, again people were too busy to attend as reason for not coming
 - Career panel - mostly a lot or little enjoyment, more people were not interested or already had career plans, more people here that didn't want to do this than other events, which is frustrating because our prior feedback postdocs said they wanted this; some new postdocs don't think they know enough yet to participate – we want to encourage their involvement!
 - Scavenger hunt – only 12 people but everyone really enjoyed it! Most people were either not interested or too busy.
 - Ice cream social – lots of positive feedback – make sure to advertise vegan options in the future. Some people had trouble finding it – in the future meeting in Bonfils circle or elsewhere try to have maps.
 - Wants for future NPAW: Small group guided conversations – P2P may help with this, elevator pitch workshop (part of networking one...), giant bouncy house, family events – this is tough, I know I want these but only 10% of our postdocs are families so hard to focus energy here, could be a slack channel
 - Overall people very satisfied, one comment that we didn't do anything 'special' we focused more on skills because that what our surveys told us, something to think about. One comment that didn't feel appreciated – our events were more skills focused.
 - After NPAW do you feel more or less connected to postdocs – mostly positive, really good to see.
 - What other events would you like to see – day of service, after working hours, networking with recruiters, high profile lecture
- JM – I'll put up a word doc so we can have a place to put what worked and what didn't work for next year's groups. This was good this was bad, don't forget about this etc.
- NH – thought better than last year
 - JM – hard to do a lot when we start the new exec so close to when NPAW is

- RK – about ½ ppl who said would attend happy hour/trivia was less than actually came.
 - MF – I noticed a lot of new faces that don't usually come to happy hours.
 - JM – we had 30 new postdocs start during NPAW month maybe we got them.
- 2. Budget (Walter)
 - Young Hands in Science (requested \$300 for activities)
 - JM - got an application from them for \$300 for supplies and AIR sent in an application for \$150 or more have a few people asking for money. Last year on this we spent \$800 on other groups. Walter thinks we could spend \$750 would be good for here.
 - JM – are there any other groups that we might want to give money to
 - DM – Young hands in sci is the only one who asked for money, CCP has other sources so I don't think they need us. Project bridge might, they had a grant for their recent event but they may in the future.
 - NH – what about sci in news
 - JM – they are part of project bridge
 - DM – sci in news is part of project bridge, but is on hiatus because of policy summit, but they are hoping to get going again, have not asked about funding
 - DM – Young hands are part of PDA but want to be university affiliated and go off on their own, they would have to secure their funding elsewhere so it's easier for them to get money from us now, so it will be down the line, earliest next semester, but may be longer.
 - DM - Young hands wants money for forensics and succulent plants – things they know work and need more supplies, have volunteers to run it all.
 - DM – Young hands have already had a few events and more planned so will use all the money we give them
 - a. JM – At the diversity potluck we told organizations we want to partner with them and we give out money so we may get contacted more for \$\$ this year
 - RK – PDA happy hours switched from 1 every 3 months to every month, this year's budget will be bigger - budget is \$50-60 per happy hour, so \$500 - \$540 for the happy hours that are left.
 - JM – I will ask Walter about this.
 - JT - I think in Feb or Jan of last year we switched to every month I think total of \$300 last year.
 - JM - we will double check but this should be fine. Another thing we can decide now, what do we want to spend our \$\$ on. Walter was saying we don't want to do more than \$750 for philanthropy, we don't have to fund everyone who asks, we can do what we want. Let's keep happy hours and coffee hours but there is other money available. Is there anything people would like to see that may need more \$\$, start thinking about that. Nice to set up our budget now, rather than just using what's left.
 - NH – what else do we do that costs \$\$
 - JM – townhall
 - JT – SWAG after block party.
 - JM – We Spent 500 less on NPAW than last year/budgeted, we have \$3300 left for the year, we have used about 1/3rd of the budget already.
 - JM – AIR sent application for \$150
 - For International Ed Week – *More details in International Update*
 - RK – how many non-internationals attend?
 - MF – a good amount especially at larger events. Trying to bring more non international in this year. Foster Exchange culture.
- 3. Slack Update (Jenn/Josh)
 - a. DM – Slack channel, there was a summer intern at CCP that is interested in part time research so I sent out general message in the general channel and was thinking what the PDA do in terms of this and thinking getting out the word is what we can do to help find labs for them, slack would be a good place for this. Can we make a channel for this.

- JM – I want to post something on slack for events but do we want to keep it simple for now, if we over bombard people with channels is this going to turn them away
 - DM – what I was thinking for this channel in particular, I felt general didn't seem like the right place to get it. I think CCP gets a lot of requests about this and it might be nice to have this in one central place.
 - JM – do you think this is something to work more with Bruce on the CDO side
 - DM – I am not entirely sure
 - JM - I think it might fit better with CDO, I know Madeline would get a lot of people who want tours, high school students get tough because they are minors. Would be cool to get open doors day. This could be something we could do.
 - DM - I think SOM does pre health day for high school and college kids to come and see what's going on. Seems like a lot of work.
 - NH – maybe more of a mentorship thing for a channel
 - DM – this is more what I was thinking – do you want mentorship experience
 - MF – what if we have an opportunities channel – this could fall in here or also jobs etc.
 - DM - I like the word opportunity. Some other things that have come up – lots of requests for career panels to talk to people at training levels before postdocs.
 - RB – many even mentorship opportunities
 - JM - I like the idea of having this. I like when I get emails about this. Some sort of a database could be useful
 - KB – nice thing about slack is you can opt in opt out
 - JM – real question is do we want to add more channels? We might get more ppl by getting more channels
 - DM - I like slack compared to emails
 - JT - I think we just wanted to get it started to see if it's feasible, but now that we know people are using it I think we can expand it
 - KB - I talked about putting something in PHD post next time
- JT – Launched Slack channels on sept 9, have 46 members, not bad our smart goal was 100 for the first year, well on our way.
 - RK – how many ppl said were interested
 - JM – 100 why we set this as our goal.
 - NH – do we have invite for new postdocs
 - JM – at orientation talk about newer things Josh and I pushed slack. Bruce thought newer people might be easier to get.
 - JT – So far we have three channels, general, postdoc life and resource sharing. Our best is resource sharing so far. 112 messages sent! Not sure if this counts direct
 - KB - I think it must.
 - JT – starting off well, people seem to be using it, see where it goes.
 - JM – general questions all got good answers, in resources questions are more specific and not all got answers maybe because only 46 ppl on it. Need to get more ppl on it. This might not be our driver of what people want.
 - NH- it might take more time to get resource sharing off the ground.
 - JM – does anyone think we should advertise better
 - RK – at coffee hours to get new postdocs.
 - JM – is there a QR code we can make for joining.
 - NH – if you have a url can make qr code – good for happy hour and coffee hour. Join right away.
 - RB thinking of putting together a list of newer postdocs – hard to get people to do things is hard, and try to target new postdocs. And that helps with recruiting new dept. Reps.
 - JM – when we made the channel we called it Anschutz, but people from the Denver campus (have 15 postdocs now) reached out to see if they could join, so we changed it and I will personally reach out to the Denver postdocs to invite them
 - RK – does Bruce mention the slack channel during orientation
 - JM – Bruce has one of us come and we should be plugging it. I think he will too.

- NH – have QR code with flyer to give them
 - JM – lets have BM add this to packet to give with packet. CDO will print things for us if we need to.
 - NH – Will add QR code to flyer.
 - KB – I have sent QR code to everyone – in PDA Exec email group
- JM – talked about asking some fake questions to get the ball rolling
 - RK - I like the of fake questions will help get ball rolling.
- JM – anyone opposed to more channels – All - no
 - JT – start with opportunities
 - All – yes
 - DM – do we like the name
 - JM – do we want more specific like posting or looking for opportunities?
 - MF – let's keep it vague
 - NH – have more specific description
 - JM - don't want it to just be post your CV. But if we said volunteer or more specific
 - DM – what about outreach opportunities?
 - NH - I like outreach
 - JM - I like it but do we want people to post events. Don't want it to be an email
 - NH – want about outreach opportunities channel and then also a 'bulletin board channel
 - HB - I like this with another place to post
 - MF – we just want people to post maybe later more rules if we get too much communication
 - JM – we may want to be careful still, before we add channels maybe have tutorial so people know how to block channels.
 - DM – like when we advertise it
 - JM – we send instructions or a video.
 - NM – have it in slack channels too
 - HB – have we sent Slack specific email through postdoc list
 - JM - yes but we have not explained it. Not that you can just have it on your computer, only the channels you want etc.
 - NH – what if we did instruction and new channels at once.
 - KB – do we have it set up with going into all channels.
 - JM – yes
 - NH – what if we change it to just you have to opt in so we don't overwhelm them
 - JM – ways to turn on and off things too. We should tell them how
 - KB – there are ways to do this.
 - KB – do we want to make a video
 - JM – do we want to make one or find one?
 - KB - I have looked they are terrible.
 - DM – what about a document online.
 - KB/NH we will work on video and documents.
 - JM -I can send out list of channels that people were interested in to figure out what other ones to add. Would be good to get parent community for opt in, good way to get connected.
 - RK - I think looking at what people are posting in general to see when we need to set up channels too.
4. Advocacy Start-Up (Marina/Jenn)
- JM – we know we want to do something, don't know what we are doing yet, have a few ppl who want to be part of this committee. Should committee chose what we focus on or PDA
 - NH - I like the committee choosing
 - JM – we have a base with surveys from where to start. Mostly mental health and parental leave. In the first survey it was mainly about pay and sick leave maybe. Parental and salary for NIH guidelines were our main topics we were thinking of.
 - NH – seems like parental leave hard to get
 - JM – easier plan but may not succeed.

- JM –WiSTEM interested in pursuing parental leave. Just research and support. And then finding out who to talk to
 - MF – not that we will get there, but they did change rest of staff rules last year. Boulder postdocs have it, maybe use them as a model
 - M - group in boulder may be good to get in touch with.
 - BR –they are unionized, their rules are very different.
 - JM – really about finding other models and finding out what's different.
- JM – get all people interested with one more call and host a meeting. And choose what we do this year.
 - MF – at least start to try,
 - JM – advocacy team is research team.
5. International Update (Marina)
- International Education Week
 - MF – if PDA would like to join to help to organize career panel event. I think we need help and PDA wants to expand their diversity. Beneficial for both
 - JM – do we want to be leaders or volunteer
 - MF – I think co-hosts, like we did with NPAW with career in science. Help with advertisement.
 - JM - I think 350 postdocs and 1/3rd international good to help
 - MF - supposed to be career dev. For postdocs this is 1/3 or our postdocs. We have never done this before. Hard to jut get international panelists.
 - November 19th is event., Industry is hard to get international people.
 - RB – what about international postdoc.
 - MF – yeah because students there to, we could do it.
 - JM – how can we bring them together.
 - RB – some career panels have students or training itself helps, feed them questions to help convo going on.
 - MF - I think it should be Rushita
 - JM – yes because you are not in AIR and senior postdoc
 - MF – great idea
 - DM – how many speakers
 - MF – 5, but as many as possible. A lot of people I have connections with are busy. It's hard.
 - DM – I might know someone. Let's talk after.
 - MF- Ian from career in science and AIA helping too. Have lots of people trying and we will see.
 - RK – have you had the reverse someone who is from America who has worked abroad to talk about making that transition
 - JM – may be a way to pull domestics into convo.
 - MF – was trying to HR reps from companies to try to understand policy.
 - NH - I like PDA involved and trying to get non-international involved, helps us learn what it's like to be an international researcher here.
 - MF – this is what we want too.
 - JM – we are all in.
 - MF – if anyone knows anyone let me know or introduce us.

6. Other updates/New Business

- a. PDA dept rep updates
 - RB – to get them more visibility to the dept reps would like to get their bios up the website. We don't use bios now.
 - JT – we want to so much trouble to get bios.
 - RB – idea of collecting bios I was told to introduce reps to postdocs in dept. And this is where it starts. Should be more incentives for dept reps. Visibility helps everyone. Link to their email so they can be easy to get in touch with.
 - JM – the one we have is out of date.
 - NH- I like the idea. Gives another google hit.
 - KB – do we have all the bios somewhere
 - JT – we have most of them
 - KB – we should have a rep meeting first to make sure they exist.

- JM – we should ask permission to get emails up there
 - KB – is there anything other than the flyers on the server
 - RB – those are rough, we have individual bios.
 - JT – there is a ppt file somewhere
 - JM – they are on PDA email we just have to search.
 - NH – I am happy to help KB get this done
- b. PDA Seminar Update
- i. HF – posters are up for Oct we have presenters
 - ii. RB – first one set up, still having trouble recruiting postdocs. Having less participation. Trying to think of ways to push it up, make it more appealing. Last year presenters got prizes for top 3 participants. Can the PDA save some money so we can advertise for this. Pretty good shot, 6/18 got prizes last year, if we did top 3 for \$300 - \$350 to give out. Give us a hook
 - a. MF – Natalie what's your experience
 - b. NH – good in beginning bad at end in terms of recruiting speakers
 - iii. RB – get new list for new postdocs to get them in. Make a new flyer with prizes. Advertise that you can present any research don't need to present postdoc life
 - a. JM – met a lot of new postdocs and said they didn't have anything to present.
 - b. JDP – just present a project to get feedback, get open discussion.
 - c. RB – I agree
 - d. JM – may be harder to win.
 - e. KB – do you want us to sign up.
 - a. RB – I will use us all as backups.
 - f. JM – Is there any month with no one, should we make it flash talk month
 - a. RB- some might like it some don't
 - b. JM – hard for prizes.
 - c. RB – if we get lots of people maybe.
 - g. JM – lets offer \$\$ on new flyer.
 - a. HB – could have prizes be random instead of score based. On flyer then could make it more broad
 - b. RK – is there a way to make it mandatory for travel award winners.
 - i. RB - I put this in my application
 - c. JM – do you have list of winners of travel awards
 - i. KB – on website.
 - ii. JM – email them to get them to present at seminar
 - iii. RB – email them and say we have open slots
 - iv. MF – good idea
 - h. KB – have your tried to contact faculty to encourage postdocs to present
 - a. RB – could be good to try
 - b. MF – we did for PDRD
 - c. JM – BM has a list and I got a lot of emails people were mad about it, someone else can send it but not me.
 - d. NH – maybe we all email our own dept heads.
 - iv. JM – do we want to do prizes
 - a. NH - I think so
 - b. JT – sure
 - c. JM – should be merit based or random
 - d. NH - I like merit based, makes it seem not biased
 - e. JM – merit is easier to get money for, what about 3 people get merit and 1 random winner
 - f. RB – easier to sell that way.
 - g. JM – lets propose that to Walter.
 - v. RB – DM has found this place run by local immigrant women good cause to support, could we do this as alternate to pizza that Rebecca provides.
 - a. JM – Rebecca says if in a similar range okay.
 - b. RB – I will email Rebecca

Action Items from Current Meeting

General Action Items:

- PDRD chair - any update from PDRD wrap up meeting

JM – need to invite everyone who signed up and have a meeting to find a leader. Have a group of people interested do one more call for people and then have meetings to find a chair.

- JM – make a google doc for NPAW debriefing/tips for next year's Exec Council to use as a reference
- For the future, have maps available for where out events are – especially for anything in Bonfils circle!
- JM – send out one last call for volunteers to the PDRD and Advocacy committees and then schedule meetings

Budget Related:

- JM – check with Walter about the increased Happy Hour budget for this year since we are now doing one once/week
- WK/JM/JT - Give requested \$\$ to AIR and Young Hands in Science
- JM/RB/MB - Verify with Walter that we can give \$\$ to PDA Seminar Series for winners

Slack Related:

- NH – update slack flyer to include URL for invite link
- JM – personally invite Denver postdocs to slack workspace
- All – generate/post fake questions in slack to generate conversations
- JT - New slack channels to add (outreach opportunities, bulletin board, parents??) *wait to release with instructions for use on slack*
- NH/KB - make slack tutorials
- JM – send out the list of slack channel ideas from survey to PDA Exec Council

Dept. Reps. Related:

- RB - Start thinking about changing/making attendance requirements Dept. Reps.
- NH/KB - add Dept. Reps bio's to website – work with RB/JT to get bios

International Related:

- All – help find panelists for international career panel

Seminar Series Related:

- RB/MB - make a new flyer with \$\$ for winners of PDA Seminar Series
- RB/MB - email travel award winners and let them know we have spots open and this is a way they can fulfill the requirement with getting the travel award
- RB – email Rebecca about switching food vendors for Seminar