

## UPDA Meeting Minutes 9-29-10

Attendance: Ashley Fricks-Gleason, Nelly Volland, Timothy Dahlem, Laura Demarse, Catherine Loc-Carrillo

- 1) Website
  - a. Lisa McFadden (our webmaster) will be meeting with Paul Washborn (the IT guy for the graduate school) later today to get the website going.
- 2) Intro Email
  - a. Aim to send it out on October 6<sup>th</sup>
  - b. Include a link to our website
  - c. Include an option to unsubscribe from the ListServe
    - i. If they haven't opted out by a certain date we'll add them to the UPDA ListServe
  - d. Tim will send the email to Laura who will send it out to all Post-Docs on campus
  - e. Nelly will modify this original letter to be sent to new Post-Docs as they are hired
- 3) Fall Social
  - a. Laura has given us \$1000 of seed money, some of which (~\$500) will be used for the social. This money can NOT be used to buy alcohol
  - b. We'll try to find a venue where we can reserve space, spend the \$500 on appetizers, and get them to cut us a deal on drinks that folks can purchase for themselves
    - i. Squatters, upstairs or back room by the patio
    - ii. Bayou
    - iii. Trolley Square, either Desert Edge or Green Street
  - c. We're aiming for Thursday, Nov. 6<sup>th</sup> from 6:00-9:00pm
  - d. We're expecting 200-300 people optimistically (including sig. others), probably more like 100 in reality
  - e. Ashley will put together a flyer to be sent out via ListServe, and to be sent to the various departments on campus to post.
  - f. We will have nametags at the social, as well as a sign-in sheet and an idea/suggestion box.
  - g. We'd like to have the details nailed down by October 13<sup>th</sup>, so we can properly advertise
- 4) Survey
  - a. Tabled until the next meeting
- 5) NPA structure
  - a. We'd like to extend an olive branch to ULSP0 and offer to cross advertise with them, etc.
  - b. We need to identify key stakeholders in other departments and get them involved as much as possible

- c. We need to emphasize “horizontal” mentoring among our members
- 6) Next meeting
- a. TBD – Sometime in late January
  - b. We’ll get it on the schedule in early December before people leave town for the holidays, etc.
- 7) Random Notes
- a. There is a new faculty member in bioengineering who was very involved with the postdoctoral association at Duke
    - i. Laura will get us his name so we can try to pick his brain a bit
  - b. On April 6<sup>th</sup> Peter Fiske will be on campus for a seminar on career development.
    - i. Laura has given us the opportunity to co-sponsor this event with her office, which will give us great exposure, we accepted her offer