

## U of U Postdoctoral Association Board Meeting

August 21<sup>st</sup>, 2014

HSEB 3515D

12:00 - 1:00 PM

**Attendance:** John O'Shea (Oncological Sciences), Gemma Robinson (Oncological Sciences), Yen Wang (Oncological Sciences), MaryAnne Berzins (HR), Jennifer Mabey (Graduate School)

**Skype:** Catherine Loc-Carrillo (Orthopedics)

**Known Absences:** Simran Sidhu (School of Medicine)

**Unplanned Absences:** Hadi Javan (Molecular Medicine)

### Agenda

1. Approve minutes from last meeting (John)
  - A. Minutes are approved subject to amendments that Catherine notified John about.
  - B. John will save the amendments to dropbox.
2. General Report of Past Activities
  - Summer BBQ [27<sup>th</sup> June 2014] (Catherine)
    - A. Good turnout – at least 20 people.
    - B. Largely international post docs that attended but mostly new people.
    - C. The location was better for convenience from the university.
    - D. Definitely run this event again next year on a Friday in the early evening at the beginning of summer.
  - Summer Workshop Series [Ongoing] (Mary Anne)
    - A. These have been very successful thus far (15 regular people)
    - B. The assessments being used in these workshops are recognized by the NPDA and this should be emphasized with postdocs.
    - C. These workshops are open to faculty and graduate students.
    - D. We should send out another advertising email making people aware of the final summer workshop series.

Action: Simran send an email about the final summer workshop series.

- E. Next year, MaryAnne plans to establish a longer-term integrated approach involving RATS.
- F. Jennifer suggested that it would be useful if we could start coding these workshops so that we can advertise in numerous places.

Action: Jennifer will generate codes for the summer workshop series.

3. UPDA Upcoming events (John)

- National Postdoc Appreciation Week (15<sup>th</sup> – 19<sup>th</sup> Sep 2014)
  - A. One-day event: Thursday 18<sup>th</sup> September, will be joint AGM and National Postdoc appreciation week event.
  - B. Location: Union Building (Ballroom – Poster Session) (Parlor A and Others (3 rooms total) for workshops)
  - C. Who will be present: Catherine, Simran, MaryAnne and Jennifer.
  - D. Jennifer is preparing guidelines for the poster session, which will be emailed to participants after they register.

Action: Send poster session guidelines to those that register to present a poster.

- E. John will put together a short paragraph describing the aims of the day, which Simran will include in the distribution email.

Action: John to prepare a short introduction paragraph describing the aims of the day and send this to Simran for the distribution email (and part of the registration page).

- F. Jennifer will also request volunteer help from the graduate school to help coordinate.
- G. Registration will be required for all events. MaryAnne will generate a registration page that Simran can include on the advertising email. Each person presenting will be described in the registration email. If people don't register, we could still let them attend a workshop subject to capacity.

Action: MaryAnne prepare a registration page and send the link to Simran.

- H. Three workshop options:
  - Resumes vs. Cv's (Julie Swanner – Career Services Department)
  - IDPs (Jennifer/MaryAnne)
  - Mentoring (MaryAnne will arrange speaker(s) potentially from previous mentoring awardees)
  - Technology Commercialization (MaryAnne to arrange speaker)
- I. Speakers for each workshop will introduce themselves. MaryAnne will ask Julie Swanner to provide a one page detail of resume tips, which we can then upload to the UPDA website.
- J. Evening Social will be held at one of the following options:
  - (1) Alumni House (2) Marriott Hotel (3) Gracie's Bar
- K. John will contact Alumni House and the other venues and relay feedback for chosen venue with Catherine and Simran.

Action: John organize venue for postdoc appreciation week social and discuss with Catherine/Simran.

- L. Timings: 1-2.30pm Poster Session (have posters up from 12.30pm), 2.30-3pm Refreshments and AGM (Poster Session Winner Announced), 3-5 pm Workshops, 5-7 pm Social – Alumni House?

Action: Simran prepare an email to distribute to postdocs advertising the day and including MaryAnne's registration link.

- M. Publicize the hell out of it!! Emails, advertise in FYI (if our timings are good), posters to put up on boards and research deans will distribute emails. PI's are also invited.

Action: Publicize the hell out of it! Aim is to send out email next week.

- AGM [18<sup>th</sup> September 2014]
  - A. Catherine will manage the AGM
  - B. John will provide a short, recorded video clip outlining the aims of the UPDA and his role.
  - C. Catherine will use a similar format that has been used in previous years to highlight to role of the UPDA, the board members and plans for the upcoming year. She will also promote use of NPDA website/ Signing up as Affiliate Individual Member. In addition, we will emphasis the recruitment of people to the UPDA and advertise upcoming social/development events.

- Additional Social and development events
  - A. Drinks socials are the most popular.
  - B. Plan two more drinking socials for 2014: 16<sup>th</sup> October and 11<sup>th</sup> December.
  - C. Organize industry/new faculty careers panel (MaryAnne and John). Also keep in mind Kirsten O'Keefe (?) with regards to a faculty careers panel that she organizes every oct/nov. If possible, it would be good if we could collaborate with her on this.

- 4. Board Member update (John)
  - A. John mentioned that his emails to Hadi have bounced back but does not believe he has left the university. He will try and contact him to determine where he stands with the UPDA.

Action: John will try contacting Hadi.

- B. Gemma will be stepping down from the UPDA board with immediate effect.
- C. Catherine will try and recruit people at the AGM to be involved in the UPDA.

- 5. Recruitment Letter to Heads of Departments
  - A. Remove from agenda. No longer an approach we are considering.
  - B. Our approach should be on a more personal basis with Research Deans.
  - C. Cindy Firth is happy for us (the UPDA) to have a spot on the research deans monthly meeting.
  - D. We need to think about our options to have things anchored in different areas in order to reach out to a wider audience.

- 6. UPDA Website (John)
  - A. Meeting minutes not uploaded, John will remind Simran to upload them.

- 7. Additional Points of Discussion?

- A. MaryAnne raised the point: What if there is no interest in the UPDA board? What is the plan?
- B. Does the goal of the board need to shift? John said it has always been about what is available to a postdoc, and this has not necessarily changed.
- C. It is important that we emphasize the importance of gaining skills outside of research.
- D. Academic research careers are not the most likely route of the majority of postdocs.
- E. MaryAnne suggests we need to start this conversation in a bigger way and start aligning the national competencies with that of our training courses.
- F. One thing we could do is to contact postdocs that have now left the university and undertook a non-academic career path. And how the national competencies align with these.

#### 8. End of Meeting

Next Meetings        - Thursday October 23<sup>rd</sup> & Thursday December 18<sup>th</sup> 2014 HSEB 3515D  
                             - Thursday February 19<sup>th</sup>; Thursday April 23<sup>rd</sup> & Thursday June 18<sup>th</sup> 2015 TBA

Documents Sent: Minutes from June meeting & Agenda.