

U of U Postdoctoral Association Board Meeting

12:00 - 1:00 PM on January 12, 2016

HSEB 4100A

Attendance: Jen Nichols (Orthopaedics), Natalia Torres (CVRTI), Jennifer Mabey (Graduate School), Lars Laurentius (Nano Institute), Yen Wang (Oncological Sciences), Helin Räägel (Max Planck Institute of Molecular Cell Biology and Genetics).

Known Absence: Daniel Mendoza (Atmospheric Sciences/GCSC), Chris Tracy (CVRTI).

Agenda

12:00 pm

Approve minutes from last meeting [5 min]

- *Minutes approved.*

12:05 pm

Lunch & Learn [25 min]

- January Lunch & Learn
 - Tues. Jan. 19 – Non-Academic Careers
 - *Confirmed Panelists:*
 - Julie Swaner, Ph.D., Director, Alumni Career Programs
 - Greg Hughes, Recruitment Coordinator, University of Utah Division of Human Resources
 - Francine Mahak, Career Services
 - January Lunch & Learn will be held in HSEB 2938.
 - We have three confirmed panelists and potentially a fourth from Myriad.
 - So far we have 28 RSVPs.
 - Jen will moderate the panel discussion.
 - Potential questions to ask: What should be on my resume, LinkedIn Profile, how to prepare for an interview, etc.
 - We will supply pizza again; Jennifer will place pizza order.
 - Helen and Lars will be there ~30 min early to receive pizza.
- Discussion of Upcoming Lunch & Learns (*proposed topics listed below*)
 - Tues. Feb. 16 – Finances, Money Management, & Taxes
 - *Confirmed Panelists:*
 - Ann House – Coordinator of the Personal Money Management Center
 - Teotihuacan (Teo) Ngatuvai – Fidelity Investments
 - Amy Podzius – TIAA-CREF Financial Services
 - We have three confirmed panelists for February (see list above).
 - Natalia will coordinate with panelists.
 - Let panelist know that majority of postdocs attending will be international.
- Tues. March 15 – Fellowship & Grants
 - Do we want to split it into two parts: (i) pre-award: finding and applying and (ii) post-award grant management?
 - *Contact: Writing Center, Library, SciVal, VP for Research, OSP*
- Tues. April 12– TBD
- *Future Topics:* academic careers, interview skills, negotiation, visas, entrepreneurship, outreach as part of a career
- The Fellowship & Grant topic will be split into two workshops: pre-award in March and post-award in May.
- We will host a different topic in April to change it up a bit for postdocs not interested in that topic. We could offer an academic career panel in April, will discuss more at next meeting.

- We need to put information about the Lunch & Learn series on our website to advertise the event and provide more information on past and future topics.

12:30 pm Winter Event Planning – Ice Skating [15 min]

- Sat. Jan. 23 from 3 – 5 pm at the Gallivan Center
- *To be decided:*
 - Meeting place?
 - Food?
 - Minimum number of RSVP's?
- So far we have 2 people RSVP'd, should we require a minimum?
- We will go ahead with the event regardless of low attendance.
- We will get a table at the ice rink and supply cookies.
- Daniel will send out emails soon to advertise event more.
- Natalia will buy cookies for event.
- We will bring name tags.

12:45 pm Postdoc Appreciation Day in September [10 min]

- *Proposed Date:* Thurs. Sept. 15
- Discuss Location
- *Where to hold the postdoc event?*
- *We will look at Genetics building and SMBB*
- The Union will not let us book in advance, we could wait until booking opens up.
- The Genetics building worked out last year, but since it is on upper campus, we were hoping to hold this year's appreciation day on lower campus.
- Other locations: Marriott library, HSEB (no ideal poster space), SMBB (potentially costly).
- Jennifer will ask around and acquire more information in regards to the buildings listed above, we can try to make a decision, where to host the postdoc appreciation event, at the next meeting.

12:55 pm Other Announcements / Ongoing Activities [5 min]

- Participation in Postdoctoral Policies Committee
- Website Improvements
 - FAQs page for website (*list of questions is on google drive*)
 - Summary of Lunch & Learns on website
- Jennifer is organizing a policy committee to clarify the status of postdocs on campus and address questions in regards to hiring, benefits, status (job codes), retirement eligibility, etc.
- Jen is representing the UDPA/postdocs.
- We need to update website and keep current, currently Daniel is the only one with access, but it would be better to have another person in charge of maintaining the website.
- We will ask Chris, if he is willing to take on this responsibility.
- Jennifer needs a volunteer to sit on the mentorship award's committee for February/March to select recipients for the mentorship award.
- Natalia volunteered to be part of the selection committee.

1:00 pm Summary of Assigned Tasks & End of Meeting

Next Meeting: 12:00 - 1:00 PM on Tues. Feb. 9 in HSEB 4100A

Documents Sent: Agenda, Minutes from December Meeting