

## U of U Postdoctoral Association Board Meeting

12:00 - 1:00 PM on August 2, 2016

HSEB 4100A

**Attendance:** Natalia Torres (CVRTI), Jennifer Mabey (Graduate School), Chris Tracy (CVRTI), Marta Szulik (CVRTI), and Lars Laurentius (Nano Institute).

**Absences:** Jen Nichols (Orthopedics), Yen Wang (Oncological Sciences), Steve Ratchford (VA), Heather Clifton (VA), and Judy Ou (CCPS at Huntsman Cancer Institute), Daniel Mendoza (Atmospheric Sciences/GCSC).

### Agenda

12:00 pm Discuss upcoming changes (Dec 1, 2016) to the postdoc minimum salary as stipulated by the Department of Labor's Fair Labor Standard Act. We will be referring to the National Postdoc Association and the Department of Labor's advisory on this and encourage postdocs to discuss this with their respective PI's or department chairs.

12:24 pm **Approve minutes from last meeting [1 min]**  
- Approved with minor corrections.

12:30 pm **Postdoc Appreciation Day [40 min]**

- Date: Thursday, September 15
- Where: SMBB building
- Tentative schedule:
  - 1:00 pm – 2:00pm Keynote presentation**
    - We have 2 potential candidates in the biological sciences, awaiting responses. End presentation 15 minutes early to allow for transition.
  - 2:00 pm – 3:30 pm Poster Competition - Refreshments**
    - Should leave enough time for judging (2-3pm) and mingling (30 min). We will add the link to the judging guidelines on our website. Natalia and Jennifer will contact panelists and judges from last year to see whether they are interested in judging this year again. Jennifer will see if she can contact PI's from college of humanities for judging. Jennifer will inquire about catering for the event.
  - 3:30 pm – 3:45 pm Award Presentation & UPDA Annual GM**
    - Depending on the attendance and poster variety, we can award multiple awards if needed.
  - 4:00 pm – 5:00 pm Workshops/panels**
    - This year we would try to get 3 panels going organized by field excluding academia. The idea is to broaden the perspective to what a PhD can be applied to.
- **To do list:**
  - Confirm workshop leaders and Keynote speaker
  - Poster judges, rubric

- Advertisement: UPDA website / Facebook (more than one time) / Email / press release / AtheU / graduate school

Proposed calendar for emails:

8/11 save the date  
8/16 to 9/9 reminders  
9/12 last reminder  
9/15 day-of email

- Chris and Daniel will be advertising the event on the various social media platforms. We could send out an email encouraging the department chairs and PI's to send their postdocs. Advertise event with the U, Graduate School and departments.
- Poster Categories: Health Sciences, STEM, Humanities and Social Sciences.
  - Inquire about 4<sup>th</sup> floor access and if we can post signs around the building.
  - Brochure – confirm room numbers and location
  - Poster boards
  - Google registration form

12:25

**Lunch & Learn [10 min]**

- Upcoming Lunch & Learns
  - Tues. Aug. 9 (in HSEB 3515B) – Negotiation Skills – Mary Anne Berzins- 35 RSVPs, last email will be sent this week
  - No Sept L&L due to AGM event
  - Tues. Oct. 11 (in HSEB 2600) – Review process
  - Tues. Nov 8 (in HSEB 1730) – Public speaking
  - No Dec. L&L due to Holiday season
  - Jan/Feb 2017 – Writing / Money smart
  - March – repeat non-academic panel
- *Potential Future Topics:* entrepreneurship, unconscious bias, use of social networks for career advancement.
- *Can we make the lunch&learn seminars more interactive (i.e., for example having postdocs read poems or discuss topics they are interested in)?*

1:10 pm

**Additional Points of Discussion [5 min]**

New members? Do we have more interest? Meeting schedule?

1:15 pm

Summary of Assigned Tasks & End of Meeting

**Next Meeting:** 12:00 - 1:00 PM on Tues. Sept 6, in **HSEB 5100A** (note room change)

**Documents Sent:** Agenda, Minutes from July Meeting