

**AGENDA**  
**U of U Postdoctoral Association Board Meeting**  
12.00-1.00 pm on May 8<sup>th</sup>, 2020  
Virtual meeting via ZOOM

**Total Board Member Count: 12**

**Board members:** Sharanya Kalasekar (HCI), Marta Szulik (CVRTI), Natalia Torres (CVRTI), Shraddha Nayak (Biochemistry), Noemi Paguigan (Medicinal Chemistry), Esther Chang (DFPM), Tosifa Memon (Pharmacology and Toxicology), Ioannis Karagiannidis (Internal Medicine), Dr. Amy Barrios (Associate Dean for Postdoctoral Affairs), Kristen Davenport (Biochemistry), Matthias Lange (CVRTI), Harriet Dashnow (Human Genetics)

**Number Present (as recorded in Sign-in sheet): 12**

**Present:** Sharanya Kalasekar (HCI), Marta Szulik (CVRTI), Natalia Torres (CVRTI), Shraddha Nayak (Biochemistry), Noemi Paguigan (Medicinal Chemistry), Esther Chang (DFPM), Tosifa Memon (Pharmacology and Toxicology), Ioannis Karagiannidis (Internal Medicine), Dr. Amy Barrios (Associate Dean for Postdoctoral Affairs), Kristen Davenport (Biochemistry), Matthias Lange (CVRTI), Harriet Dashnow (Bioinformatics)

**Known Absences:**

**Absences:**

**Guests:** Dhruvad Beti, Kenneth Lyon, Ziwei Fu, Hiran Thyagarajan (Pathology), Taylor Webb

**Minutes taken by:** Noemi Paguigan

**Agenda**

12:00 pm: **Introduction of attendees if we have first time attendees (3 mins)**

12:03 pm: **Approve minutes from March and April meeting (2 mins)**

12:05 pm: **Recognize Contribution by Elizabeth Kolawole (Mo) (3 mins)**

We discussed COVID-19-related issues which focused on the University's return to on-campus operations under an orange condition.

-Main concern that was brought up was that some postdocs are allegedly being coerced to go back to on-campus work although they do not feel comfortable doing so.

-How will the UPDA help address postdocs' concerns?

-A guideline will be created by Amy Barrios and sent to postdocs through the UPDA office.

12:08 pm: **Discussion Virtual Events (10 mins)**

**Past events:**

- April 21<sup>st</sup>: New Postdoc Orientation  
Sharanya/Amy Barrios led the event
- April 21<sup>st</sup>: Virtual Happy Hour  
18 signed up/8 turned up

Shradda suggested that the UPDA should hold a virtual happy hour every month.  
Marta Szulik suggested that the UPDA should consider other UPDA events when scheduling the virtual happy hour. We do not want to overwhelm the postdocs with overlappings events every week.

- May 5<sup>th</sup>: Financial Planning  
Fewer people attended than what was expected. This could have been due to the last-minute change in the schedule.  
Overall, the discussions were very helpful and could have been longer than 1 hr.

Upcoming events:

- May 3<sup>rd</sup> week: Keys to a Successful Academic Job Search  
Marta is helping in inviting faculty members to join the panel.  
Suggestions for who to invite:
  - Younger faculty who will most likely be assigned as part of the faculty search committee.
  - Faculty member from a different institution
  - Dbeti suggested a faculty from Chemical engineering dept (<https://kodypowell.che.utah.edu/>)

Limit the number of panelist to 3-4.

Limit event to just 1 hr.

We can do a follow up event in case there are more questions and the panelist is okay for another event later.

- May 3<sup>rd</sup> week: IDP Virtual Workshop – Cheryl Mathis and Sharanya

Two options are being planned:

1. One 3 hour slot

Postdoc are given time to work on IDP and discuss afterwards.

2. Split into two events 1<sup>st</sup> part allows postdoc to make IDP

And meet a week later to go over the IDP.

Harriet Dashnow's suggestion: Assign postdocs in different zoom groups to work on IDPs and then meet afterwards for discussion.

Kristen Davenport: will host

- May Virtual Happy Hour  
Discussed above.

12:18 pm: **Advertising events (10 mins)**

- Workflow for advertising events
- Calendar invite generation
- Social Media Accounts

Chair/member to lead the committee.

12:28 pm: **Chair Transition (5 mins)**

Joannis will step down as vice co-chair.  
Chair/Jr Chair are both vacant by June 1<sup>st</sup>.

12:33 pm: **Discussion on UPDA Working Committees (20 mins)**

- Advertisement was sent out – number of responses:
- Committees Proposed so far and volunteers:

- Advocacy Committee
- Communications committee

Members: Natalia, Sharanya, Shraddha, Marta

Facebook account for UPDA: change the moderator and change the gmail link for the account. Natalia will email facebook.

Sharanya is in charge of the UPDA Twitter @UtahPostdocs

Shraddha will be in charge of Instagram if it will be created.

Marta needs to update the information on the UPDA website and Sharanya needs to update information on the Ubox, including the board meeting minutes.

To update the board member profile send to the UPDA gmail account.  
Heading: Website Profile

Slack: communication channel people send what they want to be sent for an event

Update on events

- Social events Committee

Email will be sent again on the day of the event for those who RSVP'd.

All emails/communications will be sent through the UPDA gmail account.

Natalia will make the guideline for the communications committee.

Kenneth's suggestion to maximize use of the UPDA Slack channel:

There is a Slackbot called Eventbot; you can input the event details; time and day and any relevant links. It will then give reminders and post it to a particular channel.

- Outreach committee
- Green card committee
- Other committees?
  - Committee for planning non-social events?
  - Role of Board members and Chair/Junior-Chair
- Are more volunteers needed? Email ad again?
- Action items for May-June with timelines
- Can CCs decide how to recruit members, run committees? – degree of autonomy, work-flow, decision-tree
- Including language in UPDA Board Policy

12:53 pm: **Guest comments (3 mins)**

Dhrupad Beti: curious about the UPDA that is why he attended the meeting.

12:56 pm: **Voting of New Board Members (4 mins)**

A guest needs to attend two consecutive meetings to be voted in.

1:00 pm: **End of Meeting**