

**AGENDA**  
**U of U Postdoctoral Association Board Meeting**  
12.00-1.00 pm on July 10<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 Zoom chat):** 7 voting, plus Amy Barrios

**Present:** Sharanya Kalasekar (HCI), Marta Szulik (CVRTI), Natalia Torres (CVRTI), Shraddha Nayak (Biochemistry), Esther Chang (DFPM), Dr. Amy Barrios (Associate Dean for Postdoctoral Affairs), Kristen Davenport (Biochemistry), Harriet Dashnow (Human Genetics)

**Known Absences:** Ioannis Karagiannidis (Internal Medicine)

**Absences:** Noemi Paguigan (Medicinal Chemistry), Matthias Lange (CVRTI), Tosifa Memon (Pharmacology and Toxicology)

**Guests:** Kenneth Lyon (Neurobiology and Anatomy), Rachel Belote (HCI)

**Minutes taken by:** Kristen Davenport

**Agenda**

*Old business (15 minutes)*

1. Introduction of new attendees
  - a. Kenneth Lyon, third meeting, Neurobiology and Anatomy, interested in more social events and involved with outreach committee
  - b. Rachel Belote, first meeting, has been here one year and is interested in getting involved.
2. Approve minutes from June meeting
  - a. Unanimously approved without changes
3. Brief committee updates:
  - a. Communication committee
    - i. Presented guidelines for scheduling Zoom meetings, including where to list link and suggestion to use password. Information will be appended to the communication document.

**Recommendations from the Communication Team about zoom link generation and distribution:**

<https://tit.utah.edu/forms/zoom-pro-license-activation-instructions.php>

The zoom link should be included in:  
body of email to listserv  
ical send as attachment with email  
"thank you screen" in the RSVP google form  
email reminder to RSVPs

The zoom link should not be included in:  
social media posts  
website  
UPDA general/public calendar

We recommend all the zoom meetings to be generated with a password. While waiting rooms can also be generated it they may require multiple people to be effective. Further reading on Zoom security: <https://getinvolved.utah.edu/news/188136>

- b. Advocacy committee – will give updates in August and via Slack
- c. Professional Development Events committee
  - i. July: New volunteer Mai with help from Natalia – imposter syndrome talk next week. 30 RSVPs so far

- ii. August **12, 2-3:30**: David Derezotes, anti-racist pedagogy/inclusive classrooms lecture/workshop (one of the things we can we do to make science and academia more inclusive)
- iii. September: NPAW
- iv. October: Industry job panel – Sharanya – contacts from last time?
- v. Other suggestions welcome!
- d. Social committee
  - i. Photo contest will open in mid-July, and submissions can occur until two weeks before NPAW. Awards given at event at NPAW. Two categories: science and non-science during the pandemic. Held on Facebook with voting by unlimited likes. Awards to top 3-4 vote-getters.
    - 1. Awards: Shraddha suggested Amazon gift card and Rachel suggested local gift card. Esther suggested Harmon's. Rachel will look into whether there is an SLC gift card. Amy will investigate rules around buying gift cards (e.g. can we do a Visa gift card?). Marta suggested people choose a business for which they want a \$50gc.
- e. Outreach committee – more updates in August. We are finding out the best ways to contact people.
- f. Green Card committee on hold due to uncertainty. Harriet suggested we have an event (perhaps office of general counsel) with updates. Kristen will talk to Matthias.

*New business (35 minutes)*

- 1. Bylaws revisions
  - a. See bylaws for updates and changes. Discussed in detail:
    - i. Attendance: will add leave of absence (no limit for length) option. If people have not taken a leave of absence, should we keep/add:
      - 1. attend >50% of meetings?
        - a. Yes, because it gives us options for enforcement
        - b. Should be the last 12 mos, not the year, so we can clean out the board all year
      - 2. Can't miss three consecutive meetings?
        - a. Yes, because there is a way to take a leave of absence now, and this allows us to remove people who make it impossible to reach quorum
        - b. Must add quorum definition (50% or more of non-leave members) to the bylaws
    - ii. Elections: May meeting, or before June 1
    - iii. Bylaw modification: at least annually (no specific timing)
- 2. Postdoc Appreciation Week
  - a. Theme = Mentoring Up (how to proactively manage your mentoring relationships (for postdocs and junior faculty); a formal curriculum that includes topics like building self-efficacy, aligning expectations, communication, independence, equity/inclusion, professional development) <https://cimerproject.org/mentoring-up/>
  - b. Events:
    - i. Keynote speaker
      - 1. Juan Pablo Ruiz developed this curriculum as a postdoc; now president of Future of Research (still a postdoc); was willing to come and is now willing to do something virtually
      - 2. <https://www.futureofresearch.org/board-of-directors/>
      - 3. <https://ictr.wisc.edu/staff/ruiz-juan-pablo/>
    - ii. Keynote workshop
      - 1. Training normally includes workshops. Kristen will ask him how he thinks we can do this virtually.

- iii. Panel from local mentors about what we can do to get the most out of our mentoring relationships with our PIs – what did they do that they thought went well, what have they seen successful postdocs do to maximize their mentoring relationships?
    - 1. Winners of mentoring award:
      - a. Pearl Sandick, Physics → ask her if she can do it, and try to add winners from previous years.
      - b. Other winners from last year are in low-postdoc fields (education, history, psychology)
      - c. Will ask previous winner from neurobiology (Joe Yost)
  - iv. Social event(s)
    - 1. Possible hike or bike ride? Unlikely due to COVID.
    - 2. Photo contest and awards to be given during an event at NPAW.
    - 3. Game night/virtual happy hour
    - 4. Distanced picnic with areas marked on grass.
    - 5. Shraddha and social committee will report back with some ideas at August meeting
  - v. Behind the Scenes – thank you from mentors
    - 1. Send form that's easy to fill out, that will generate an email to trainee (“\_\_\_\_, I appreciate your \_\_, \_\_, \_\_”)
  - vi. Swag
    - 1. Amy has wanted to buy water bottles or something to give out and we can still do that, but it should be smaller
      - a. USB drive, badge holder, hand sanitizer holder, mask
      - b. Natalia suggested that it should be useful
    - 2. Branding: U or UPDA? More general than NPAW so we can keep using them
    - 3. Amy will post some ideas in Slack and ask for vote
  - vii. Other ideas, comments?
  - viii. Will use channel to discuss this stuff – please join if you're interested!
  - c. Board was positive about these plans. Kristen will start reaching out to speakers, etc.
- 3. Guest comments
    - a. Rachel said she'll be back and thanks for letting her participate
    - b. Kenneth would like to join board
  - 4. Voting of new board members
    - a. Kenneth Lyon unanimously approved

**Business conducted on Slack after board meeting**

Finalized bylaws available for review: Friday, July 10

Vote started: Wednesday, July 22

Final vote tallied: Thursday, July 30

Approved with by 12/13 voting members (one absent).