

AGENDA
U of U Postdoctoral Association Board Meeting
12.00-1.00 pm on October 2nd, 2020
Virtual meeting via ZOOM

Total Board Member Count: 12

Board members:

Esther Chang (DFPM)
Harriet Dashnow (Human Genetics)
Kenneth Lyon (Neurobiology and Anatomy)
Kristen Davenport (Biochemistry, Human Genetics)
Marta Szulik (CVRTI)
Matthias Lange (CVRTI)
Natalia Torres (CVRTI)
Noemi Paguiguan (Medicinal Chemistry)
Sharanya Kalasekar (HCI)
Shraddha Nayak (Biochemistry)
Tosifa Memon (Pharmacology and Toxicology)
Amy Barrios (OPA)
Leave of absence: Ioannis Karagiannidis (Internal Medicine)

Number Present (as recorded in Zoom chat):

Present: Esther Chang, Harriet Dashnow, Kenneth Lyon, Kristen Davenport, Marta Szulik, Natalia Torres, Sharanya Kalasekar, Shraddha Nayak, Amy Barrios

Known Absences:

Absences: Matthias Lange, Noemi Paguiguan, Tosifa Memon

Guests: Olja Simoska

Minutes taken by: Harriet, Kristen

Agenda

Old business

1. Introduction of new attendees
2. Approve minutes from September meeting
 - a. Approved
3. Committee updates:
 - a. National Postdoc Appreciation Week debrief
Kristen thanks everyone for their work
 - i. Attendance
Low attendance at UPDA workshop in particular (5 of 30 RSVPs)
 1. Clause about commitment? Not a lot of enthusiasm for this idea.
 2. Clause about capacity/waitlist? Harriet finds that this works well.

Other ideas:

 - Separate RSVP forms for each event (UPDA we did one form for all events that week)
 - Make events shorter? 3 hour workshop in the morning was too hard; used to warn speakers that we may have poor attendance

- Have the registration form be editable?
 - Require some additional investment during event registration e.g. extra questions
 - Note that we are not recording the event (there will be no later opportunity to watch)
 - Maybe virtual events make consequences seem lower; add statement about needing to help speakers prepare, etc.
 - Poor RSVP vs. not notifying us that they're not coming are two different things
- ii. Professional development events
- Feedback that mentoring panel was excellent
 - Lightning talks worked well, we should do it again
 - About half of the keynote attendees were external, so advertising through NPA worked well
- iii. Social events
- Some issues with RSVP form for social events – original form didn't include details of the social events yet people still ticked it
 - Attendance was poor (5/17, 6/24)
 - We should do more craft/activity based social events
 - Plan a pumpkin carving event for late October – need a volunteer to lead it.
- iv. Remaining “to do” items
1. Distribute buffs – Amy plans to send soon
 2. Distribute awards (conference?) (gift cards?)
 - a. Shraddha will deal with gift cards
 - b. Kristen will email Lightning Talk winners
 3. All thank you notes complete
- b. Professional Development Events committee
- i. October Industry panel (10/22): Mai Tran leads; volunteer to help with ad/RSVP? We have a date, speakers etc. Olja volunteered to send the ad/RSVP on Monday

New business

1. Advocacy update: academic senate approved request to form committee to make policy suggestions. Gave them list of concerns (salary, grievance, leave, loss of benefits with fellowships, etc.) Suggestions for committee members? This is a dream team. Combination of administration, faculty, postdocs, diversity person, need postdoc from HCI or chemistry/physics/biology. Additional ideas can be added to Slack channel before the end of next week.
2. Communications changes

During NPAW we had a lot of issues with email bounce backs from the gmail address.

 - Switch to UPDA utah email address for all emails.
 - We don't want people using personal emails because then the history of emails sent is lost over time.
 - The advantage of the Utah account is avoiding bounce backs/being sent to spam
 - We can use the Utah account for sending/receiving email. Then use google for things like calendar, RSVP forms etc.
 - To add/remove people from the Umail account we need to email an IT person. We should document this and have a backup email for his area in case we can't get in touch with him – Kristen will document this somewhere
 - Need to change the email address on the website (Marta will do next week)
 - Olja volunteered to join the communication team

3. Professional development events committee – November event
 - a. Please share link: <https://forms.gle/KrCUBXH7JZBFwHt86>
 - We will share a poll to gather ideas about how to succeed at virtual events

Other:

- Could everyone look at the website update ideas list (will put link in slack) and give feedback
- Every slack channel could put links for that channel (particularly committee folders etc.) - put info in the Slack channel description and/or pin important things

Next meeting

1. Guest comments
2. Vote for new board members
 - a. Olja Simoska voted into the board unanimously