**Minutes**

**U of U Postdoctoral Association Board Meeting**

4-5 pm on June 2th, 2021

Virtual meeting

***Active Board Member Count:***8/12

***Board members:***

Elizabeth Charron (Epidemiology)

Elizabeth Sefton (Human Genetics)

Kenneth Lyon (Neurobiology and Anatomy)

Kristen Davenport (Biochemistry, Human Genetics)

Harriet Dashnow (Human Genetics)

Mai Tran (Biology, Human Genetics)

Marta Iversen (Radiology)

Noemi Paguiguan (Medicinal Chemistry)

Olja Simoska (Chemistry)

Sharanya Kalasekar (HCI)

Shraddha Nayak (Biochemistry)

Amy Barrios (OPA)

Leave of absence: Ioannis Karagiannidis (Internal Medicine), Tosifa Memon (Pharmacology and Toxicology)

***Number Present (as recorded in Zoom chat):*** 9

***Present*:** Harriet Dashnow (Human Genetics), Kenneth Lyon (Neurobiology and Anatomy), Amy Barrios (OPA), Olja Simoska (Chemistry), Marta Iversen (Radiology), Elizabeth Charron (Epidemiology), Sharanya Kalasekar (HCI), Elizabeth Sefton (Human Genetics)

***Known Absences:***Shraddha Nayak (Biochemistry), Mai Tran (Biology, Human Genetics), Kristen Davenport (Biochemistry, Human Genetics)

***Absences:*** Noemi Paguiguan (Medicinal Chemistry)

***Guests*:** Rebecca Delaney

***Minutes taken by:***Olja Simoska

**Agenda**

*Old business*

1. Introduction of new attendees – No new attendees present
2. Approve minutes from May – Approved
3. Updates on previous events
	1. Research in the wake of COVID – Harriett, Amy and notes from Shraddha (on Slack)
		1. About 22 attendees, some of which were students. Key points: maintain clear communication with your PI, being sensitive to everyone’s comfort levels, maintaining comfort levels and remember to take breaks
		2. Amy mentioned that VPR is very supportive of the postdocs in adjusting to live post-covid
		3. Shraddha’s write up with main points:

*- Found it semi useful.*

*- It was nice how panelists were eager to know our thoughts and answer our questions.*

*- I have uploaded screenshots from the event in UPDA uBox. We had ~22 attendees.*

*- Highlights: Maintaining clear communication with your PI, giving legit reasons why you want to maintain a hybrid schedule, that you’re more productive, how it’s a win-win for all; efficient use of Slack; Being sensitive to everybody’s comfort levels with the pandemic; maintaining a routine and taking breaks; Check-in with lab mates.*

1. Review upcoming events
	1. June – Scientific Society (Mai) – Mai’s quick update on Slack – event scheduled for June 24th at noon and panelist are Kristen Kwan, Jaclyn Winter, and Olja Simoska. Looking for fourth potential panelist; Mai reached out to Needhi Bhalla but has not heard back
	2. July – Budget Management (Liz) – Liz gave an update in planning of this event - Justin English and Paul Sigala (both are faculty) agreed to do this; yet need an admin person (Liz is looking for suggestions) – Harriet suggested to perhaps ask Justin or Paul for admin that might be doing budget management for them?
	3. August – Presentation skills workshop (Betsy) – Post any suggestion that board members might have on Slack about this event. Aiming for a mid- to late-August date and it is in the works. Ideas discussed: have people practice presentation skills (~1 min elevator talk?), have a presentation slides of good/bad presentation practices/examples, visual vs oral presentation skills, will enough people attend if we ask them to prepare for something (e.g., slide, short talk)? Amy brought up the importance of selecting a good date to avoid doing this event near or beginning of semester (classes start Aug 23)
	4. Grant writing – Amy and Kristen – Amy gave an update – still looking for timeframe, but idea is to set up a specific group of postdocs interested in applying for one of the NIH fellowships (low key and establish framework) – attendees in group will learn what paperwork needs to look like and go through peer-editing and review within the group – Harriet brought up a point of making this available for other fellowship type and form various groups with different deadlines but same general theme. Make sure that we do not want to have an event like this that the U offers already. Suggestion: have successful recipients share some of their success stories (Kenneth and Olja know people who have gotten the K99 grants, so can ask them to share their stories as part of this)
	5. Managing a team – Plan for September or earlier. Marta (with help of Shraddha) is interested in organizing this. Ideas: team science/managing a team? How to develop these skills as a post-doc? Making steps between postdoc to faculty when managing people vs team? how to manage teams in industry science? Think and decide on panelists accordingly.
	6. Emotional intelligence – plan to have event in early fall. Kenneth offered to organize and lead the event

*New business*

1. Membership changes
	1. Congratulations to Esther Chang (promoted to research scientist) and board resignation. Plans for comms team.
	2. Ioannis Karagiannidis has left University of Utah? Sharanya informed that he is no longer at the University of Utah. Do we ask him to resign or vote to remove him from board? Sharanya will reach out to him
2. In-person social? In the works and will be planned by Kenneth and Shraddha (?)
3. Working committee leadership
	1. Advocacy: Harriet (retiring); Rebecca volunteered to help when needed to help get word out
	2. Communication – Elizabeth Charron joining comm team and will take care of website. Olja, Elizbeth, and Mai (+Harriet) need to have a meeting soon to figure out distribution of responsibilities
	3. Social – Shraddha (retiring); Kenneth can lead it and volunteered for it. Sharanya and Liz Sefton volunteered to help. Ideas for future events: yard games, bagels/coffee, frisbee, share our covid hobbies, get together in park, etc. Figure out a time/date and jump on slack about event we can do – do it next week (as long as we have about a week to advertise it, should be good). Also, plan for annual summer BBQ in august for postdocs with organized catering; plan to do it in august or mid/late July (need volunteers to help with catering)
	4. Outreach – Kenneth
	5. Professional Development Events – Kristen (retiring). Betsy to take over as chair with help from Harriet and others.
	6. Others relevant points:
		1. National Postdoc Week as main event for September (Sept 20-24th) – decide on who we want our speaker to be, figure out theme for this year; suggestion: getting together post covid? – last year’s theme was mentoring up… keynote speaker address, followed by a workshop for postdocs, poster session with poster awards (perhaps?), PIs send thank you notes to their postdocs to put a local/personal touch on it. We have budget for speaker to bring in
		2. Kenneth – organizing an event on scientific fraud, such as workshop/curriculum type event to discuss a timeline what happens about scientific misconduct (e.g., Responsible Conduct of Research training) and emotional burden associated with it
4. Guest comments: Rebecca volunteered to help and step in with committees that need works
5. Vote for new board members – N/A