**February 2017 OSU PDA Monthly Meeting Agenda**

**February 15, 2017 Research Commons 352 12-1pm**

**Attendees:**

Jess Irons

Ioannis Mergos

Noah Weisleder

Arjun Rao

Jeff Mason

Jeff Agnoli

Xiaojin Wang

Alireza Kazemi

Sujeet Kumar

Manoj Gottipati

Faith Brennan

Frances Sivakoff

Mary Beth Wade

Laura Chavez

Rudra Purusottam

Brenda Reader

**Introductions and brief background on the PDA –** The PDA was established in January 2013 with support from the Office of Research, is run by Postdoc volunteers, and supported by Postdoc Advisory Council (PAC) advisors from the Office of Research and colleges throughout the university.

The purpose of PDA is to address the needs and concerns of its members by:

* *Providing representation and liaison between its members and the administration of the Ohio State University;*
* *Promoting the academic and non-academic career goals of its members;*
* *Advocating for constructive changes in the research environment and in policies that affect the lives of postdocs and their families;*
* *Building a community of postdocs by promoting interaction between postdocs on academic, social, cultural and political issues;*
* *Maintaining a charter with the National Postdoc Association: You are all members, so sign up through the link on the PDA website!*
1. **General PDA Business:** Brenda Reader (June 2016-Current) and Yoshie Narui (Oct 2016-Current)
	1. **Advertisements:** Be sure to send out announcements at least 1 week prior and a reminder the day of. Cross post events to Facebook and On Campus today.
	2. **Division of co-chair labor** for executive board and committees..
		1. **Yoshie** will take Social, International, Website, Communications, and will continue to represent us on the URC.
		2. **Brenda** will take Policy and Advocacy, Development, Professional Development, Treasurer, Secretary, and will continue to represent us on the PAC and as an ad hoc member of the PPCW
	3. **Updates:** Please send updates to the co-chairs a week before the monthly meeting.
	4. **Standard Operating Procedures for Committees:** Rough draft by next meeting.
	5. **Budgets:** How much money did your committee use last year? How much money does your committee need for the year?
	6. **Travel Awards?**

The issue of criteria for PDA sponsored travel awards was raised for discussion.

Discussion points:

* Following the approach of other funding initiatives for undergraduates, the awards could be considered a last resort when funding cannot be achieved through advisor funding, or for travel outside of the applicant’s usual realm of research and not covered by usual funding sources (e.g. extending career etc.)
* The funding could apply to educations travel (training, workshops, leadership training), and possibly for some forms of lobbying. Potentially conferences focusing on training/leadership include NPA, AAAS, Research Development, Science of Team Science, Science of Science Policy.
* There could be an expectation that the awardee participate actively in the PDA, or perform some form of “advertisement” for the PDA, OSU or Columbus while travelling (e.g. hand out flyers).
* A committee could be set up to consider travel awards, potentially using a predetermined rubric.
* A rolling submission date might be more appropriate to cover conferences at all times of the year.

**Action Points:**

* **Co-chairs will compile this information to be put to a vote at the next meeting.**
* **Committee chairs should send budget requirements to co-chairs to help establish available budget for travel awards.**
1. **Current Postdoc Issues/Announcements:**
	1. **New leadership** will be needed for a couple of committees and **new representatives** to outside committees will be needed fairly soon. ***Please see Brenda or Yoshie if you are interested in a leadership or represent position.***
	2. Secretaries for committees

Each committee should have a member designated as secretary who records notes from meeting and posts to box.

**Action point: Committee chairs nominate secretary and advise co-chairs.**

* 1. Development, Membership, Communications, and Outreach and Diversity as subcommittees with officers

New committees could be stand alone, or subcommittees that come under the general banner of existing committees. The point may go to formal vote next meeting.

* 1. Asking all committees to perform some sort of Outreach and Diversity program once a year?

The format of this event would be dependent on each committee. Committees were generally in favor.

* 1. **University Research Committee (Yoshie Narui):**
		1. URC was asked by the University Senate to revise their operating procedures and membership.
		2. URC decided to increase number of committee members in order to
			1. Increase representation of different types of university researchers (e.g., clinical track, research track, non-tenure track faculty, and postdocs
			2. To improve distribution of the workload of the committee
		3. Membership rules now state that the committee will consist of:
			1. "Two representatives appointed by the Office of Postdoc Affairs, one (1) a **voting member**, and one (1) an **observer in training** for the position in the subsequent year.
		4. These committee changes have not been officially approved yet, but they are very close to final. We may want to think about how to select another representative to the URC from the PDA.

Yoshie is looking for observer in training. Anyone interested should contact Yoshie (narui.2@osu.edu).

1. **Announcements from the Postdoc Advisory Council (PAC)**
	1. Movement on the Office of Postdoctoral Affairs?

Advertisement for the director of the office should be sent out soon. Selection committee is looking for an individual who embraces both academic and non-academic sides, and is passionate advocate of early career researchers. In generally the leadership are supportive of postdocs on key issues (eg. paid parental leave).

Brenda brought attention to Noah Weisleder as a potential candidate for the position. Noah was 2016 PDA Mentor of the Year and has been actively supportive of postdoc rights.

* 1. Postdoctoral Advisory Council will be sponsoring the annual fellowship writing workshop (June) and SciPhD session (May?)
	2. National Postdoc Association Conference Travel award was given out to Myrriah Tomer
	3. Ambassador Program Training Session will be offered in April

The fourth in the seminar series Applying for an Academic Position will be held in March. No limit on attendee numbers.

1. **Updates from the Secretary – Jessica Irons (Oct 2016-current)**
	1. PDA monthly meeting times: 3rd Wednesday of every month 12pm-1pm switching between the BRT and Research Commons
	2. March 15th (Wed) 12 – 1pm, BRT 134
	3. April 19th (Wed) 12 – 1pm, Research Commons 352
2. **Updates from the Treasurer** **– Elaine Wells-Gray (Nov 2016-current)**
	1. Our current balance is $9,698.00.
	2. For reimbursement, please email me to arrange handover of receipts. Reimbursements should not take longer than a couple weeks, so if you have not received your reimbursement please reach out.

Aiming for receipt process to eventually be completed via email, rather than using paper receipts.

1. **Committee Updates:**
	1. **Website—Manoj Gottipati:**
		1. Committee sign up form

A new sign-up form is available online for postdocs to express interest in joining a committee. All submission currently go to Manoj and he forwards to the relevant committee.

* + 1. Opinions on suggestion form for website

The new suggestion form on the website allows postdocs to direct questions and issues to the PDA. Could be an avenue for postdocs to raise issues to be discussed at the PDA meeting.

Anyone with suggestions about either form should contact Manoj.

* + 1. If there are any new events to add to website, please email gottipati.1@osu.edu
	1. **International—Yoshie Narui (Interim Co-Chair) and Jess Irons (Interim Co-Chair)**
		1. Planning meeting on Friday, February 17th at 11 am, Location still TBD. Anyone else interested in coming should contact Yoshie or Jess.
		2. We are looking for future leadership for this committee.
	2. **Professional Development – Valerie Coffman (Co-chair) and Eric Wang (Co-chair)**
		1. February 7th professional development seminar: Entrepreneurship A Conversation about Commercialization and Entrepreneurship, Wayne Embree, Executive Vice President of Investments and Venture Acceleration at Rev1 Ventures.

Feedback from attendees was that the seminar was effective and all who attended were highly engaged.

* + 1. Professional development seminars will be bimonthly. The committee will try to promote professional development seminars across campus (such as those hosted by OUAB).

Suggestion that an RSVP/registration system be used to gauge interest in the seminars in advance.

* + 1. April seminar (date TBD): panel discussion led by Noah Weisleder with tenured faculty ***Navigating the Faculty Track***.
	1. **Social – Atsuko Uchida (Co-Chair) and Rudra Purusottam (Co-Chair)**
		1. Coffee break on Feb 7th. at the Chemical and Biomolecular Engineering and Chemistry (CBEC) building had 17 attendances.
		2. Next coffee break will be on the second week in March. Location and schedule are still TBD.
		3. "Friday Happy Hours" is still under consideration. Your any idea is so welcome!

Suggested locations for the Happy Hour were Hamptons and Meister’s Bar. Contact Atsuko (uchida.11@osu.edu) or Rudra (purusottam.1@osu.edu) with any other suggestions.

* 1. **Policy and Advocacy Daniel Kiss (Co-Chair) and Frances Sivakoff (Co-Chair)**
		1. None

The Policy and Advocacy and the Prof Development committees are compiling a list of resources and event announcement for postdocs, with the aim of putting this on PDA website.

There are also future plans to jump start advocacy on paid parental leave in the near future. The committee is planning to meet in the next few weeks. Anyone interested in being involved should contact Frances (sivakoff.3@osu.edu).

1. **Additional points**
	1. **Announcements from CoM Postdoc Office (Jeff Mason)**
		1. Postdoc survey

A survey on postdoc experiences and suggestions was sent out to CoM postdocs, currently with few subscribers. Jeff asks that any CoM postdocs fill in the survey. Final results of the survey will be shared with the PDA.

* 1. **Listserv format**

Some people have expressed difficulty reading listserv posts and it was suggested that the default format be changed. Brenda and Jeff will follow this up.