**November 2016**

**OSU-PDA Monthly Meeting Agenda**

November 16th (Wednesday) BRT 0130 4-5 pm

**Attendees:**

Xiaojin Wang

Sujeet Kumar

Yoshie Narui

Brenda Reader

Manoj Gottipati

Jeff Mason

Atsuko Uchida

Jess Irons

Dan Kiss

Ioannis Mergos

Behrooz O. Tehrani

YaoQuan Zhou

Jeff Agnoli

**Introductions and brief background on the PDA –** The PDA was established in Jan 2013 with support from the Office of Research, is run by Postdoc volunteers and supported by advisors from the Office of Research (Jeff Agnoli) and the College of Arts and Sciences (Marcela Hernandez). The PDA receives financial and mission support from the Graduate School, Office of Research, Colleges of Arts & Sciences, Food, Agricultural & Environmental Sciences, and Engineering, Medicine, Veterinary Medicine, Public Health, Dentistry, and Education and Human Ecology. 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
* Maintain a charter with the National Postdoc Association: You are all members!
1. **General PDA Business -** Brenda Reader (June 2016 – Current) and Yoshie Narui (October 2016)
	1. October 21st: April, Brenda and Yoshie met with Carol Whitacre, Senior VP of Research
	2. Provided an update regarding our active members, recognitions and awards, and events from each committee including the Vendor Show. Dr. Whitacre seemed particularly interested in the Professional Development seminars and requested a list of our past events.
	3. Paid Parental Leave - Need to follow up with Provost McPheron and reach out to HR. She did request to see a copy of the memo sent to the Provost.
	4. Office of Postdoctoral Affairs - Still determining the financial details of how the office will be funded, but it has wide support from the deans.

Geoff Angnoli also confirmed that Carol Whitacre is moving forward on the Office, and more information should be made available in the coming month.

1. **Current Postdoc Issues/Announcements:**
	1. Starting in January, meetings will be every 3rd Wednesday 12-1 pm with locations alternating between BRT and Research Commons.
	2. Jeff Mason is the new COM Postdoctoral Office program coordinator. Yoshie and Brenda will setup a time to meet with him to discuss points of intersection where we can merge efforts.

Jeff was in attendance and gave a short summary of his role. His role will include working to support mentors submitting T32 grants, and generating internal reports for medical postdocs. Jeff aims to coordinate with the PDA and PAC.

1. **Announcements from the Postdoc Advisory Council (PAC): Updates from Marcela Hernandez (Given by Geoff Agnoli)**
	1. FLSA update
	2. Orientation debrief

A postdoc orientation session was held on October 26. Forty people signed up for the event and 30 attended. Those present who attended the event reported that attendees were quiet and hesitant to interact, and it was suggested that future events begin with ice-breaker activities to encourage participation. Q&A panels comprising current postdocs were highlighted as particularly successful.

* 1. Preparing for a faculty position

A workshop on preparing for a faculty position is to be held on December 7. It was suggested that in the future, similar events may be more beneficial if held around June/July, before most job searches are advertised.

* 1. Immigration Law Session

A meeting with an immigration attorney was held November 3. Approximately 30 people attended. PAC suggested that PDA take over the handling of these events and potentially schedule similar events every 3-4 months. Jeff Agnoli is able to provide suggestions for potential attorneys, and the Chairs will consult with him to consider the PDA’s involvement.

Additional points: PAC is planning a spring fellowship workshop, likely to be held in May 2017.

1. **University Research Committee - Yoshie Narui**:
	1. September 23rd: Compile an informal list of research infrastructure issues throughout the university
	2. October 21st: Joint URC and Research Computing Committee meeting was held to discuss the following:
		1. Data management (OSU Library, Amanda Rinehart)
		2. Data repositories
		3. Electronic lab notebooks (Lab Archives) - formed a subcommittee to come up with a single standard
		4. Data storage - Amazon Web Services

The focus on the research committee is currently on research infrastructure (electronic lab notebooks, data management etc). Anyone with suggestions for research infrastructure to be brought up at the next meeting should contact Yoshie.

1. **Updates from the Secretary – Jessica Irons (Oct 2016-current)**
	1. Meeting Schedule: Change in the PDA monthly meeting times to make them more consistent. The 3rd Wednesday of every month 12pm-1 pm switching between the BRT and Research Commons switch every month.
		1. December 12th (Monday) Research Commons 352 12-1pm
		2. January 18th (Wednesday) BRT 130 12-1pm
		3. Feb 15th 12pm-1pm (Wednesday) Research Commons 352
2. **Updates from the Treasurer** **– Ioannis Mergos (Outgoing) and Elaine Wells-Gray (Nov 2016-current)**
	1. Transition to treasurer-elect Elaine Wells-Gray is under way. Please address Ioannis for anything related to the vendor show and Elaine for events which occurred after that.
	2. **Balance** is $2777.36 according to our records. Plus $275 check received from 1 vendor.
	3. Waiting for the checks: $6600 from VWR and GE. Expecting separately for additional amount from VWR for their own tables (there had been a misunderstanding that they would not have to pay).

There has has been some delay in receiving checks. To try to ensure it runs more smoothly in the future, Brenda and Ioannis will develop a set of procedures for running future vendor shows.

* 1. Pending reimbursements (Oct. coffee break $20, Vendor show $290, Fall hike, Nov. coffee break).
	2. Vendor show: 10/18/2016. **403** participants (last year was 306). Thank you to everybody who helped! We had enough pizza (34) and drinks for all. Discuss latest developments and plans for next year.
	3. T-shirts: 17 still available. No T-shirts given as raffle prices at vendor show.
1. **Committee Updates**
	1. **Professional Development – Valerie Coffman (co-chair) and Eric (Xiaojin) Wang (co-chair)**
		1. Past event: Project Management Skills (Dr. Shawn Midlam-Mohler) 1-2 pm on 11/1/16 at 350 Research commons (About 10 attended)
		2. Upcoming events: Salary Negotiation (Dr. Ana C. Berríos Allison) 11:30 am on 12/6/16 at 105 BRT.
		3. Professional development event planning meeting on December 2: to discuss the idea of bringing an external speaker and share the cost between PAC and PDA (Marcela Hernandez (organizer), Kerry Hodak (Coordinator, OUAB Grad/Prof), Valerie Coffman, Xiaojin Wang).

* 1. **Social – Atsuko Uchida and Elaine Wells-Gray (Co-Chairs)**
		1. Next Coffee Break - potential dates are being discussed.
			1. Dec 8th (Thu), Dec 9th (Fri), Dec 12th (Mon) - before the general meeting, Dec 13th (Tue) or Dec 14th (Wed)

The expected date is December 16, 9:00-10:30am. This coffee break will have a special holiday theme and people are encouraged to bring something to share with others.

**Action points: anyone who would like to bring something to share at the next coffee break should email suggestions to Atsuko.**

* + - 1. New incoming co-chair Rudra N. Purusottam to replace Elaine
	1. **Policy and Advocacy Daniel Kiss (Co-Chair) and Frances Sivakoff (Co-Chair)**
		1. Distributed e-mail about the updated FSLA policy to all OSU postdoc researchers and fellows.

A document containing information was sent out recently to all postdocs on the listserv and is available on the website. However, the document was designed specifically for Office of Research postdocs and may not all be appropriate for postdocs from other departments. Marcella is working on a document that will cover postdocs university-wide.

Regarding postdoc fellows, the current information is that NIH fellows can receive stipend increase but must actively request it.

* + 1. Updated PDA website to include this information.
	1. **Website:**
		1. For next meeting, please log in to the PDA website and suggest ideas about changes or info you want included/displayed on the website.

Only limited options for website design are available. Manoj showed images of two website design options. General preference was for the new, more streamlined version

**Action points: PDA members please log in to the PDA website and suggest ideas about changes or info you want included/displayed on the website.**

* 1. **International Suresh Kari (Co-Chair) Behrooz Omidvar Tehrani (Co-Chair)**
		1. Finalize draft of international postdoc guide.
		2. Slack as a tool for communication, Github for project management and Trello for to do lists (10 min presentation).

Behrooz discussed the use of Slack for communication and coordination amongst groups, and Github and Google Drive for shared project management and to-do lists

The PDA currently has a Slack group, though it has been fairly inactive. It was suggested that we begin using this platform more actively for posting information and for discussions amongst subcommittees.

**Action points: Jess Irons will send out a link for PDA members to join the slack group.**