**October 2016**

**OSU-PDA Monthly Meeting Agenda and Minutes**

October 17th (Monday), Research Commons 352, 12-1pm

**Attendees:**

Brenda Reader

Yoshie Narui

Jeff Agnoli

Daniel Kiss

Sagar Byayana

Marshleen Yadav

Sujeet Kumar

Atsuko Uchida

Faith Brennan

Angela Filous

Jess Irons

Frances Sivakoff

Elaine Wells-Gray

Ioannis Mergos

**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. The next PAC meeting will be Oct 25 at 9am TBD location. Brenda will now represent the PDA.
	2. Fisher sent a request to be a part of the vendor show. Ioannis explained the current vendor show exclusivity to VWR and offered that we do a second vendor show in the spring if they/we are interested.
	3. April will scheduled a meeting with Caroline Whitacre for Oct 21st to introduce the new PDA co-chairs and talk about the current post doc related issues.
* Co-chairs plan to raise the issue of paid parental leave and establishing an Office of Postdoctoral Affairs.
	1. Possible change in PDA monthly meeting times to make them more consistent, e.g., 3rd Wednesday of every month 12pm-1pm, with the BRT, Research Commons switch.
* Alternating meeting times seems to have cause some confusion. Brenda moved that all meetings be held at the same time (third Wed of each month. 12pm-1pm) and all agreed.

**Action items: Starting from January, meetings will be move to 12-1pm on the third Wednesday of the month, location alternating between BRT and research commons.**

1. **Current Postdoc Issues/Announcements:**
	1. April is working with the PAC to gather information on how the Fair Labor Standards Act will impact postdocs in different colleges. She is also working on a handout for postdocs with more general information that should be available soon.
2. **Announcements from the Postdoc Advisory Council (PAC):** Updates from Marcela Hernandez (presented at the meeting by Jeff Agnoli):
	1. Reminder of upcoming postdoc orientation
* The PAC will hold a new postdoc orientation on Wednesday October 26, 10am-12pm at the James Cancer Hospital, Room L045. See the PAC website for more information (https://u.osu.edu/postdocs/2016/10/13/oct-26-postdoctoral-scholars-orientation/)
	1. Upcoming interview tips event with faculty to give advice on faculty position interviews
	2. International committee needs to communicate with La’Tonia about immigration lawyer sessions
	3. Update on the Office of Postdoctoral Affairs:
* A subcommittee has been formed by Caroline Whitacre to consider the issue. It is estimated that the Office will be formed in the next few months. The Office of Research is willing to commit $45,000 but a financial commitment is required from other deans. Staff is expected to include a 50% faculty appointment, who will be able to advise postdoc on issues concerning authorship, and a paid administrator, who will manage events, international affairs etc.
* If the Office is established, the PAC will continue in an advisory role, and there will be a more formal role between the Office and PAC/PDA.
* There is some uncertainty regarding the College of Medicine, which already has its own postdoctoral office and would like to maintain this office even if a university-wide office is established. The PDA would like to convince them to merge the two offices.
1. **Updates from the Secretary** – Jessica Irons (Oct 2016-current):
	1. Meeting Schedule
		1. November 16th (Wednesday) BRT 0130 4-5pm
		2. December 12th (Monday) Research Commons 352 12-1pm
		3. January 18th (Wednesday) Location TBD
2. **Updates from the Treasurer**-- Ioannis Mergos (numbers and status as of 10/13/2016)
3. Balance on the account is $3936.37 (note: does not include expenses for vendor show). Plus cash from sold T-shirts ($20).
4. Pending reimbursements: (Coffee break ~$55)
5. T-shirts: 28 sold (of which 5 at a reduced price of $8 during picnic), 4 gifted, 2/3 reserved for vendor show raffle. 15/14 still available.
6. Vendor show: Tomorrow 10/18/2016. Discuss latest news and last-minute planning.
* There are currently 28 vendors total. Four hundred people are expected to attend. More volunteers are required.
1. **Committee Updates**
	1. **Professional Development** – Valerie Coffman (Co-Chair)and Eric (Xiaojin) Wang (Co-Chair)

We had our elevator pitch seminar on Tuesday with 19 in attendance. Plans are not final yet for November.

* + The November professional development seminar is expected to be on project management skills (time/location TBD).
	1. **Social** – Atsuko Uchida (Co-Chair) and Elaine Wells-Gray (Co-Chair)
		1. Our next Hike is planned for Sat Oct 22nd at 3pm at Blendon Woods Metro Park.
		2. November Coffee Break planned for Tues Nov 8th in BRT (room TBD) 130
		3. Interested in hosting a Clothing Exchange/Drive in the future. Would like to get some feedback from the PDA.
	+ The social committee raised the possibility of holding a clothing exchange. Attendees would contribute clothing to exchange with other attendees. Remaining clothing donated to charity. Issues that need to be address include where would the event would be held and whether it would include both male and female clothing. Feedback included having clothing donations occur over an extended period of time, or focusing specifically on profession clothing to fit with the goals of the PDA.
	1. **Policy and Advocacy** - Daniel Kiss (Co-Chair) and Frances Sivakoff (Co-Chair)
		1. April has been working with the PAC on learning more about FSLA
		2. Frances attended the College of Arts and Sciences HR training on the timekeeping system for employees that will be impacted by FLSA.
	+ Under FLSA, postdocs paid under $47,476 transition from exempt to non-exempt employee and should have already received an email from HR.
	+ Key impacts are that salary will be paid bi-weekly at an hourly rate and postdocs much record hours through employee self-service. PIs must approve each timesheet for postdoc to be paid.
	+ New payment system will begin October 30th.
	+ The OSU FLSA policies do not apply to Fellows.
	+ Overtime is paid 1.5 hourly rate and should be pre-approved by the PI in writing (email is sufficient). What constitutes pre-approval may differ between departments, but consensus seems to be that it is required for each bi-weekly pay period.
	+ There is concern that advisors will pressure postdocs into volunteering over times without pay. The possibility of employing an ombudsman was raised.
	+ Optional pay advance: There will be a 2-week payment gap during the switch between the two salary systems. Postdocs can request for a pay advance and should have received emails on how to opt in.
	+ More information available at OSU HR policy on the Fair Labor Standards Act (FLSA) <https://hr.osu.edu/services/compensation/flsa/>. Also see NPA webinar on FSLA: http://www.nationalpostdoc.org/?myPDOMonthly

**Action items: Frances will put the notes from the training on the PDA Buckeye Box. Frances and April are compiling the policies for each department and the appropriate HR rep to contact.**

* 1. **Website:** Manoj Gottipati
		1. Manoj is the new webmaster. Please send him any website related inquires (gottipati.5@osu.edu).
	2. **International:** Suresh Kari (Co-Chair) Behrooz Omidvar Tehrani (Co-Chair)
		1. Immigration lawyer follow-up (contacting LaTonia Stiner-Jones and vgreened attorneys)
			+ One attorney has offered to conduct a video conference, the other has yet to respond.
		2. International Postdoc leaflet improvement
		3. Next month, we will present an introduction to Slack (communication program)
* Slack may be used by the PDA for better communication among committee members.