

## Agenda Items, 6/18/09

- 1) Post-Doc Social Hour
- 2) Post-Doc Retreat/Symposium
- 3) Sub-committee to work on Action items from Survey results
- 4) Group Picture for Facebook
- 5) Local Philadelphia Contacts

### 6/18/09 PDA Steering Committee Meeting Minutes

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#### Attendees:

Michael Seiler  
Victoria Robinson  
Melissa Lindberg  
Cheng Huang  
Tuba Sural  
Luciana L. Molinero  
Parag Shah  
Nancy Schwartz

#### Post-Doc Social Hour:

- Committee agreed that a coffee social would be most welcome and agreed upon Monday at 2:30 for time, and GCIS atrium for place.
- To Do:
  - Pricing from Plum Catering for one large coffee dispenser, or coffee/tea catering for approximately 20-30.
  - Mike will contact Jill Voss and Martha (GCIS plum café manager) for information
  - Tentative initial social date is Monday June 29<sup>th</sup> 2009
- Discussed funding options for coffee social.
  - Parag suggested 1<sup>st</sup> social can be sponsored by BSD office of G and PD affairs
  - Additional fundraising might come from soliciting department chairs, and targeting largest departments first was suggested
    - To this point, there is a form letter used by PDA in the past to request support (James may have this) though Committee agreed this will be most effective coming from a PD within a specific department.
      - Surgery and Medicine are largest PD departments.

### **Post-Doc Retreat/Symposium:**

- Tuba introduced idea of a PDA-retreat/symposium. Committee discussed starting small, and appropriate planning to address potential pitfalls in attendance. Consensus was reached on forming a symposium subcommittee to address planning. Victoria and Tuba volunteered to be initial subcommittee members and Melissa will coordinate with administration.
- Ideas discussed by committee with respect to symposium:
  - Need to start small, possibly ½ day with keynote speaker, 2 hour poster session and limited open bar reception afterward
  - Committee agreed a weekday sometime in the late fall for a tentative time/date and again the GCIS atrium might provide adequate resources and space
  - Keynote search will need to be completed to solidify date/time for symposium
  - Tuba will email BSD PDA steering committee RE: additional volunteers for retreat
- Possibility of corporate sponsors discussed, though this will be up to symposium subcommittee to plan and initiate

### **Sub-committee to work on action items from survey results:**

- Suggested to open Survey action items to discussion next PDA steering committee meeting.
  - Formation of subcommittee meetings to address action items to be assigned ranking priority by steering committee
  - Next meeting Tuba will coordinate with Ben to present action items for discussion
- Luciana brought up developing a mentoring group resource
  - This suggestion was met with a lot of enthusiasm and support from the steering committee, and should be included in the action items for subcommittee formation
    - Suggestions for this included a website resource indicating willing faculty to serve as mentors/advisors in different capacities and with different specialties e.g.
      - Alternative career mentors
      - Women in Science and business careers mentors
      - Childcare and motherhood in science mentors
      - Teaching track mentors
    - Suggestion to include instructions/prompts to facilitate mentoring
    - Suggestion to consider departmental PD liaison to bridge the gap between unfamiliar (shy) postdocs with potential mentors outside of their P.I.

### **Recruiting PDA representation:**

- Mike brought up the fact that many on the steering committee are transitioning out of the U of C, or are very senior post docs. The emphasis was made to recruit new members to the PDA.
  - Nancy suggested we might obtain the master list of all postdocs in the BSD, with departmental affiliations. We can use this to personalize our search for new steering committee members, though mass emails were not advised.
  - The steering committee discussed multiple opportunities to pitch recruitment to new and existing post docs:
    - 5- minute pitch with slides at the semi-monthly Post-doc information session
    - One on one recruitment by steering committee meeting members at coffee social and Picnic
    - Annual seminar “state of the PDA”-type seminar included in the seminar schedule followed by networking reception and refreshments.
    - Mike will put together a series of slides to use for PDA recruitment and submit to the steering committee for discussion next meeting

### **Development of a Kiosk for funding opportunities:**

- Nancy suggested that this was being addressed for BSD grad students, and could be initiated simultaneously for postdoctoral fellowship funding opportunities as well.
  - Nancy may send out a request to the PDA steering committee for websites and other resources
    - Suggestion was made to update resource webpage to include funding sources differentiated by who can apply i.e. International Postdoc eligible fellowships.