

**12/19/13 OSU PDA General Meeting Minutes**  
**4pm, 200 Bricker Hall**

**Present:** Jeff Agnoli, Ioana Boeras, Rick Laguna, Emily Butler, Shareef Dabdoub, Marcela Hernandez, Annette Rateliff, Tess Zangrilli, Nancy Moran

**Follow-up on the “How to Be a More Successful Writer” workshop with Larry McEnerney (12/4/13)**

Marcela reported that 50% of the 80 attendees completed the follow-up questionnaire, giving a very positive overall response. One attendee suggested that Larry be brought back for an extended workshop; potential for such an event was discussed but noted to likely be costly and offer only a limited capacity. It was then suggested that we could post a link to the Writing Program at the University of Chicago for individuals to get information about other related workshops they could attend.

It was also noted that attendance overwhelmed the capacity of the Smith Seminar room: for future workshops (esp. writing workshops) we should book larger rooms.

The next installment of invited, external speakers hosted by the professional development series will be discussed at the next meeting. Marcella is aiming for an event in March.

**OPA proposal:**

The proposal for establishment of an Office of Postdoc Affairs (OPA) at OSU has been finalized and submitted to primary contacts. Jeff reports that the proposal was well-received but we will not have a formal answer until January. Finding funding is the current issue.

**PDA Brochure development:**

Ioana has taken the lead on generating a brochure to promote the PDA to postdocs at OSU with the help of Jenna from LSN. The aim is to design an informational document that will be given to new hires at orientation events, for example. Issues brought up for discussion were brochure size and content.

Regarding size, Jenna had advised against going with a 1 page trifold; a 1 page flat or single fold document will be the likely format. Marcella suggested checking whether the Council of Graduate Students has such a brochure we could look to as an example.

Content will determine which images are included. The brochure will include a statement of the PDA objectives; overall conveying that the PDA strives to offer resources for all aspects of postdoc's lives. Links to the PDA website, Facebook and LinkedIn pages will be listed. Jenna had suggested including a physical address for the PDA, which we will not have until the establishment of the OPA. It was therefore decided to list a PDA email address. To obtain an organizational email we will have to contact OCIO.

Given this input, Ioana has agreed to create a page in the PDA wiki giving a brochure draft for members to comment on.

**PDA Website:**

The prospect of creating a committee to facilitate PDA website updates was discussed; including whether individuals would rotate update responsibilities or have specific tasks they are accountable for. It was decided that Jeff would give Ioana and Emily access to the website in addition to Will. Further updates will be coordinated amongst the three of them, pending instruction of how to implement updates for Emily and Ioana.

**Career development series update:**

The January Career Development Seminar will feature two relatively new PI's at OSU, both from the Department of Microbiology. Kelly Wrighton and Natacha Ruiz will discuss their early academic career experiences on January 27<sup>th</sup> at 11am in Aronoff 104.

Annette noted that Dave Scholl, who gave the December seminar, has offered his networking and financial assistance in advancing and promoting our career development agenda.

She suggested submitting a proposal to host a Career Development Workshop through the American Society for Biochemistry and Molecular Biology <http://www.asbmb.org/>, noting that previous such workshops held in Pittsburgh and Cincinnati were very popular. She has collected previous agendas to serve as an example in planning our potential proposal, which would need to be submitted by February 1, 2014. Dave Scholl's resources would also help define content.

The theme she suggested is "Connecting Ohio". We would focus on transferrable skills and career planning and exploration. In order to be selected as a host institution we would need to highlight our strengths, including our connections to BiOhio (Dave Scholl) and the Third Frontier Commission. Such organizations could help us bring businesses and researchers together for the event. Additionally different offices at OSU could give presentations.

Annette, Rick, and Jeff aim to meet the first week of January to discuss preparation of the 3-4 page document.

Nancy suggested a future topic for the career development series would be "who owns your scholarship"? She offered to follow up on that, potentially for the February seminar.

**Teaching/outreach:**

With the help of Chris Andersen, we will be promoting a postdoc-specific "Get to know Metro" event to connect postdocs interested in teaching/outreach activities with opportunities at the STEM-focused [Metro High School](#). The event will take place either early in February or March. At least 12 participants are required for the event, so pre-registration will be requested.

**2014 NPA meeting:**

The 2014 NPA meeting will be held April 4-6<sup>th</sup> in St Louis. We have funds to send 4 people and will need to soon decide who to send. This will be discussed at the January meeting of the PAC.

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Meeting Minutes prepared by E. Butler (Secretary)