

PDA Meeting Minutes

Date: April 23, 2015

Location: Rm200, Bricker Hall

<u>In Attendance:</u> Shareef Dabdoub	dabdoub.2@osu.edu
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Minutes

PAC - Discussed the Postdoc Orientation hosted by the Postdoc Advisory Council. There were 30 attendees but attendance tapered off towards the end. The PAC would like to make the event shorter possibly by moving the panels to separate events to be included in the professional development seminars. Also, it was suggested that the networking event be moved. Perhaps to a 'happy hour'.

The PAC are organizing a postdoc job fair for the fall.

Marcela has a call arranged with University of North Carolina to gather information on how they have managed to extend their benefits to Postdoc Fellows.

Policy Committee – Is discussing with the director of USAC to get a postdoc representative on their committee. Of the 30 committee members currently serving none are postdocs.

The suggestion was made to contact Laura Justice at the University Research Committee about getting a postdoc representative on their committee. The policy and advocacy committee chair will follow up with this.

Secretary – We need a secretary. PDA co-chair, Shareef Dabdoub will circulate a description of the secretary's responsibilities to attract a suitable candidate. Shareef is also in the process of retrieving the outgoing secretary's box files. Once retrieved these will be hosted by the Office of Research until they can be transferred to the Office of Post-Doctorate Affairs.

International Committee – The committee chairs have final edits to do on a document designed as a resource for international students to assist them to locate relevant resources, such as visa details. The document will contain links to NPA documents. Once the final edits are done, the document will be sent to Shareef for approval and dissemination.

The chairs will co-ordinate with the professional development committee to put on talks/panel discussions relevant to international student affairs.

Treasurer – Received 15 T-shirt orders and will work on posting a google docs sign-up sheet soon. The T-shirts are \$5.50 and we are selling for \$10. Shipping will be \$15-20.

The balance for the treasury account is \$577.59.

The treasurer is preparing for the vendor show. She has a list of ~50 MBSC vendors and drafting an email to sell OSU postdocs to the vendors. The College of Engineering reached out to their group to gather potential vendors and are gathering that information. We need to:

- Fix a date

- Open the event to grad students and faculty

- Figure out pricing for the vendors to display

- Figure out what talks will be given – by postdocs, vendors, career development, professional development?

- Find out what the vendors want

- Where to host the event: CBEC, Physics Building, Knowlton Hall, BRT? Rm 115 BRT was suggested

- Need to order tables

Professional Development Committee – Upcoming events:

- May 11th, Salary Negotiation, BRT 105 12-1pm

- Seminar on Translational Research, BRT 115, 11-12pm

- No event for July

Social Committee – Postdoc hike went well. The committee chair will provide a picture for the website. The chair is asking other committee members to arrange the coffee break in May. The summer picnic is in the planning stage. A date has not yet been set.

Other

- Create an alumni database. A lead for his project was not established.