

## Purdue Postdoc Association (PPDA)

### Minutes of the meeting of the PPDA Council

<b>Meeting date / time</b>	<b>Tuesday February 8<sup>th</sup> 2011, 8.30am</b>
<b>Meeting location</b>	<b>Room B64, Young Hall, Purdue University</b>
<b>Minutes status</b>	<b>Accepted March 8<sup>th</sup> 2011</b>

<b>Name</b>	<b>ID</b>	<b>Position/Subcommittee</b>	
Akil Narayan	<b>AN</b>	President; Survey; Information	<b>Present</b>
Dina Banerjee	<b>DB</b>	Public relations	<b>Excused</b>
Charlotte Perrett	<b>CP</b>	Secretary	<b>Present</b>
Peter Richtsmeier	<b>PR</b>	Communications Officer; Annual Dinner; Survey	<b>Excused</b>
Liz Vivas	<b>LV</b>	Treasurer; Seminar	<b>Excused</b>
Simran Banga	<b>SB</b>	Information	<b>Excused</b>
Christian Hammer	<b>CH</b>	Information	<b>Present</b>
Ana Juan Garcia	<b>AJ</b>	Seminar	<b>Present</b>
Torrence Gill	<b>TG</b>	Social	<b>Absent</b>
Solange Lewis	<b>SL</b>	Careers Fair	<b>Absent</b>
Defne Kayrak-Talay	<b>DK</b>	Seminar	<b>Present</b>
Tillmann Kubis	<b>TK</b>	IDP	<b>Excused</b>
Valentina Trinetta	<b>VT</b>	Social; Annual Dinner; Survey; IDP	<b>Excused</b>
Jennifer Tsuruda	<b>JT</b>	Social; Annual Dinner	<b>Present</b>
Kris Villez	<b>KV</b>	Newsletter; Information; IDP; Buddy system	<b>Excused</b>
Professor Peter Dunn	<b>PD</b>	Faculty Advisor	<b>Excused</b>
Professor Jon Story	<b>JS</b>	Faculty Advisor	<b>Present</b>
Professor Linda Mason	<b>LM</b>	Faculty Advisor	<b>Present</b>

### Agenda:

1. **Approval of previous minutes**
  2. **Update from Communications Officer**
  3. **Subcommittees**
  4. **Social events**
  5. **Sigma Xi Poster competition**
  6. **Any other business**
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1. **Approval of previous minutes**
    - a) January meeting minutes are accepted.

## **2. Update from Communications Officer**

a) PR is trying to get the PPDA webpage updated as soon as possible and some progress has been made. Any updates for the website should be sent to PR who will then provide Sherri Neiberts with a list of updates.

## **3. Subcommittees**

### **6.1 How do I...?/Information Package**

a) No update.

### **3.2 Seminar Series**

a) DK informs council there will be a PPDA seminar 12pm-1pm on February 16<sup>th</sup> in Beering, the title of which is 'Networking as a career development tool'. The seminar committee decided to have a lunchtime seminar to enable those Postdocs with families to attend, and therefore hope for a larger audience; the room fits 24. LV has asked whether a lunch could be provided to encourage attendees. JS says to ask PD, which AN agrees to do. An email will be sent to advertise the event and to ask attendees to RSVP so the correct volume of food can be ordered.

b) DK mentions that the PGSG has not set the dates and titles of their seminar series for this semester so no collaboration has been able to occur on this. However, the PGSG would like to have a Postdoc Panel in April. Currently, 5 council members have agreed to be on the panel. AN will send an email to see if anyone else would like to participate, and asks DK to arrange a meeting prior to the event with a plan for how the session should proceed.

### **3.3 Survey**

a) AN updates council that the data from the last survey has been submitted to the statistics department for analysis.

b) A survey for this year is now being created and will have three areas of interest: demographics, networking and postdoc life. In addition to the questions asked last year there will be additional questions focussing on gender, whether participants completed the previous survey and for those who are not US nationals, what their motives were for pursuing research abroad. These questions will hopefully fill in some gaps that were obvious from analyzing last year's survey. LM suggests also asking about what experiences/opportunities Postdocs have taken and whether they were valuable as a way of gauging how many Postdocs attend courses etc. provided by Purdue and whether their content is suitable for Postdocs. CP suggests doing a similar question listing all the activities/courses arranged by the PPDA so that Postdocs can see the value of the PPDA and become more aware of what is available to them. JS states that asking about country of origin may not be suitable, so CP suggests it may be an optional question. JS also suggests asking about mentoring and suggests increasing the career intentions section to include other fields outside of academia and industry. AN will feed these comments back to the committee to aid the final version of the survey.

c) The survey subcommittee would also like to encourage survey responses by offering a free gift to participants. Mugs, water bottles, lazer pointers and flash drives are all suggested as possible incentives. JS will pass on to AN the name of the company the recruitment department uses which will have good deals on these objects.

### **3.4 Individual Development Plans**

- a) No update

### 3.5 Career fair

- a) No update.

### 3.6 PPDA Annual Dinner

- a) JT tells council that the PPDA Annual Dinner will take place on May 12 in the PMU Faculty Lounge. The speaker will be Professor Paul Robinson and the menu will be the same as last year. The subcommittee now need a budget for the event and ask that LV and PD discuss this. The subcommittee also need to know how the tickets will be sold and when they have to confirm numbers with the PMU. LM advises that usually the PMU need a rough number which is then confirmed 48 hours in advance.

## 4. Social events

- a) A game night will be held Friday February 11<sup>th</sup> which will be re-advertised this week. In March a dinner at 9 Irish Brothers will be held. RSVPs will be required to book a table.

## 5. Sigma Xi Poster competition

- a) AN apologises over the late announcement of this event to Postdocs and which meant there were only 3 Postdoc attendees. Richard Howard, one of the organizers, was understanding and will help in the future to make sure the event is better advertised to Postdocs.

## 6. Any other business

- a) AN informs council that if any of the subcommittees wants to make an announcement then they can send the announcement directly to Sherri rather than through AN. Sherri will then send the message out on the Postdoc email list. However, approval can only be given during business hours and may take up to 24 hours before it is sent so you will need to think ahead!
- b) AN will attend the Annual National Postdoc Association (NPA) conference, March 25-27 and present the survey results. AN is currently waiting to hear about a travel grant.

### Actions:

Action identifier [yyyymmdd-no- id/id/..]	Short description	Deadline	Status
20100301-1- AJ/KG/LV	Organise a seminar series for Postdocs	2010-12-31	ongoing
20101007-1- NW/VT/PR/AN	Prepare a paper on the PPDA survey results	2010-12-31	ongoing
20101104-1- VT/JT/EC/PR	Organize the PPDA Annual Dinner	2011-06-30	ongoing

**Date and time of next meeting: Tuesday 8<sup>th</sup> March 2011 at 8.30am. Room MTHW 111**