

Purdue Postdoc Association (PPDA)

Minutes of the meeting of the PPDA Council

Meeting date / time **Tuesday April 5th 2011, 8.30am**
Meeting location **Room 111, Matthews Hall, Purdue University**
Minutes status **Accepted May 3rd 2011**

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

Agenda:

1. **Approval of previous minutes**
2. **Council members**
3. **Update from Communications Officer**
4. **Update from PR**
5. **Subcommittees**
6. **Social events**
7. **Buddy system**
8. **Any other business**

1. Approval of previous minutes

- a) March meeting minutes are accepted.

2. Council members

- a) AS is introduced as a new council member and introduced to the other members.
- b) VT points out that more council members are required if the PPDA is to survive especially since a large number of council members will be finishing their positions at Purdue over the next few months. VT suggests asking people to join council at seminars and the social events. AS enforces this by stating this is how he was recruited! AN says that he would love more members and since some current council members cannot attend the meetings he suggests introducing a system where Postdocs can be members of the subcommittees without being a council member. CH asks whether we had this idea before. KV replies that council wrote it into the constitution to make the system more flexible so as many people as possible could play a role. PR will be asked to put information on the website so Postdocs know they can join at any time and be involved and who to contact. CH asks about displaying information in the ISS office since many Postdocs are international and will have to go to the office at some point. ISS was asked but refrained from displaying information as they didn't want to set precedence for other societies. However, since the PPDA now has official recognition from the university and also functions as a professional development organization then it may be worth asking again. No specific action is decided upon at this time though.

3. Update from Communications Officer

- a) No update

4. Update from PR

- a) AN relays a message from DB that she is redrafting the letters originally sent to the Department Heads as a follow up to remind them about the PPDA and the promise they made to distribute flyers about the PPDA to new Postdocs.
- b) AN also informs council that an article for the Exponent has been written by the PR subcommittee explaining the role of Postdocs. AN has run the article past Faculty members who have had no comments and therefore the subcommittee will try and get it submitted within the week.
- c) Members of the PPDA council will be forming a Postdoc Panel on April 6th for a PGSG event allowing Grad students to find out everything they want to know about Postdocs. There will also be a section informing them about the PPDA and similar organizations.
- d) On Monday April 25th there will be an Open House. It will be held from 4-5pm in West Lafayette Public Library and is a chance for Postdocs to meet council members, find out about the PPDA and register for tickets for the PPDA dinner. The NPA poster will also be on show and there will be copies of the 'How do I?' information packages. LM suggests making up cards/flyers with upcoming events.

5. Subcommittees**3.1 Seminar Series**

- a) AG informs council that the next Postdoc seminar will be held at 12pm on Tuesday April 19th and will be given by Dr David Nelson from CIE on 'Pedagogy in

Academia'. Sherri is currently organizing the room. The event will be advertised on the PPDA website, on Facebook and on Purdue Today. AG asks whether food can be provided again. PD says that he hesitates to provide food again as the PPDA needs to gauge whether people are attending for the right reasons i.e. the value of the information they are gaining from the seminar.

b) Another Postdoc seminar is also being arranged with Dr. Mark Smith, Dean of Graduate School, for Monday, May 2nd and will be advertised once the room is confirmed.

3.2 Survey

a) AN updates council that the IRB request is about to be submitted and then this will allow the next survey to take place, which will probably be during mid-late April. The gift awarded to those completing the survey has still to be decided upon.

b) The former survey has now been written up into a draft. This draft will be finalized by the subcommittee before being presented to council for comments. The paper will then be submitted to a journal.

3.3 Individual Development Plans

a) No update

3.4 PPDA Annual Dinner

a) VT confirms that everything is ready. The subcommittee are just waiting on EC to create a pre-registration website before they advertise the event and start selling tickets. VT asks whether they should have tickets or whether the guest list they did last year is sufficient. LM suggests having a return email which attendees can print out and bring with them.

4 Social events

a) AN informs council that there were ~20 attendees on the trip to Wolf Park which was the April Social. In May the social will be the annual dinner.

b) VT and JT have now handed over the social committee to TG and EC.

6. NPA Annual Meeting

a) AN attended the NPA meeting on behalf of the PPDA and presented a poster on the survey results attained last year. VT also attended on behalf of ADVANCE. AN found out that there have been Big 10 Postdoc gatherings and so will find out when the next one is in case Purdue members wish to attend. VT and KV mention that at the last NPA meeting they had heard about this tentative organization by all the Big 10 associations but that this was a relatively new development.

7. Buddy system

a) No update

7. Any other business

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	completed
20100308-1-AN/DB/CH/CP	Decide on responsibilities for the PR	2011-05-31	ongoing

Date and time of next meeting: Tuesday 3rd May 2011 at 8.30am. Room MTHW 111