

Minutes for April 6th, 2015 Postdoctoral Society Executive Council Meeting

Attending: Joe Pollock, Rachel Hao, Mark Coletti, Azadeh Keivani and Maneesha Mohan

Discussions

Postdoc community mailing list

- Suggestions to try and get it removed from the server and start using other platforms for information exchange like Slack

Wiki password

- Obtained the password from the old welcome message form the mailing server
- Now everyone has access to the wiki page.
- Some changes already made by Mark – old calendar removed.
- Current action to clean up the history of different webpages and links made by the society in the past and update them with latest information about events. A later step could be moving on to a new form.

PSPS mailing list

- Initiate the automatic population of the mailing list like the Postdoc community mailing list.
- Action – to contact Richard Gabel who sends out new postdoc information and request the possibility of automatic addition of emails addresses to the list
- Need to edit the welcome packet on the mailing server

New Postdoc orientation to PSPS

- Good welcome packet through the mailing list
- PSPS information page can be asked to be included in the welcome packets by the HR dept. or individual postdocs.

FAQ's

- Much of the FAQ's on Wiki to be moved to the website

Email for PSPS

- Two options put forth
 - make a new email account on gmail
 - Remove the contact email form on the website and give a link to contact information about the executive committee – Preferred more

Executive council meetings

- It will be opened up for all postdocs

- Suggestion to have another 1 hr Turbo Executive Committee lunch meeting every month with just the council members – This month at 12:00 PM on April 24th, Friday at Au Bon Pain in the Kern building.

Social activities

- Ice skating event
 - Joe has contacted skating rink and has details of cost involved.
 - Joe contacted OPA about using PSPS funds and they are in agreement
 - Logistics – Postdocs need to sign up for themselves and provide the number of guests they bring. The guests could be their PI's or students in their labs.
- Hike
 - Frequency discussed – once a month
 - Facebook can be used to publicize and arrange.
 - Emails will be sent out for the benefit of non-social media users.
 - Logistics suggested –
 - Carpooling can be arranged by asking people to sign up for driving and indicate the number of people they can accommodate in the vehicles. The postdocs who need rides can then message the drivers.
 - Another approach suggested was to ask people to meet at a particular parking lot and reshuffle the rides based on need and availability.

Postdoc resources from College of Science

- College of science has many resources and events organized for Postdocs. It would be great if such events can be shared with the other postdocs as well.

Mentor- Mentee programs

- Proposal for Best Mentor award to be offered by PSPS accepted by council members
 - Logistics – Send out emails to submit application. It can be either awarded publicly (this might be more expensive and difficult) or publicized through the Penn state newsletter (easier and accepted by council members). Plaque can be awarded in person, photo taken and posted on website. End of the semester could be a good time. Even Postdoc can be mentors
- Another proposal in consideration is to award Best Postdocs
 - Logistics – Send requests to PIs to submit applications.

Summary of action items

- Enquire about removing the Postdoc community list from the server (Mark)
- Enquire whether Slack can act as forum for us to communicate and post information. Information about other forums that can be used (Azadeh)
- Update or delete the Wiki page and move information to the webpage (Mark and Christy)

- Edit the welcome packet on the PPS mailing server (Mark)
- Contact the mailing server coordinator Richard Gabel to explore options to automatically populate the PPS server like the Postdoc community mailing list (Maneesha)
- Remove contact form on the webpage and give link to council members contact list (Christy)
- Organize the Turbo Executive Committee lunch meeting at 12:00 PM on April 24th, Friday at Au Bon Pain in the Kern building (Mark)
- Come up with dates for the ice skating and hiking events (Joe)
- Enquire about sharing information of postdoc events organized by the School of Science with PPS and other postdocs (Azadeh).
- Possibility of offering the Best Mentor and Mentee award (Joe and Rachel)