

WHOI Postdoctoral Association

MINUTES OF MEETING NO. 16

Tuesday, June 19, 2007

Caryn House

Committee members present:

Sébastien Bertrand, Jason Chaytor, Henrieta Dulaiova, Breea Govenar, and Alex Rao.

Other representatives present:

Janet Fields (Postdoctoral Coordinator/Academic Programs), Jim Yoder (Academic Programs)

1. Meeting opened by Breea

2. JP Career forum

Janet and Jim reported on aspects of the forum. It was well received by those that attended. Equally attended by JP students and postdocs, although only about twelve postdocs were present, which was thought to be a little disappointing considering the interest previously expressed in such a event. There is interest in this kind of forum every few years, in addition to follow-on forums for JP students/postdocs (e.g., presentations by staff on the expectations of scientists at WHOI, ways of attaining tenure, discussions on proposals, etc.)

3. WHOI Postdoc Alumni List

Before the list is placed on the PDA website or the contact information is disseminated in any way, those on it need to be contacted to seek their approval. Human Resources will now gather information on departing postdoctoral investigators' next position, which should make updating the list easier. Jason will continue to gather information for those people on the list for which contact and position details are missing. Breea recommended using the JP alumni list template for putting the postdoctoral alumni list on the PDA website.

4. Future panel discussions/program manager receptions/PDA events

The possibility of a PDA-sponsored panel discussion or small reception to address topics such as the 'broader impacts' section of NSF proposals or to meet with program managers was discussed. Janet is going to contact Heather to find out which program managers will be attending the Carbon Cycle meeting on July 25th. Jim mentioned that Andrea Thorrold will also be available to assist with the development of 'broader impacts' sections of PI proposals.

Upcoming events to be scheduled at a later date: Postdoc picnic (September), Postdoc Symposium (October), Postdoc breakfast (December), PDA Elections (mid-September)

5. Caryn House Lounge

Breea has hung a sign on the refrigerator door outlining the drink/snack policy for the lounge and placed a donation can inside the refrigerator. The grill has arrived and Janet is

working with the carpenters to have it installed on the backside of the patio in the next few weeks. The next TGIF is to be held when the grill is in, with people to supply their favorite grillables, Henrieta and Ted are going to organize and send out an email with details. Further TGIF's (or TGI-any day of the week) to be held at least once a month.

Books ordered for the lounge have arrived and include the following titles:

- Advice for New Faculty Members (Boice)
- Put Your Science to Work: The Take Charge Career Guide for Scientists (Fiske)
- At the Helm, A Laboratory Navigator (Barker)
- Lab Dynamics: Management Skills for Scientists (Cohen & Cohen)
- A Ph.D is Not Enough (Feibeln)
- So What Are You Going to Do with That (Basella & Debelius)
- Writing Successful Science Proposals (Friedland)

6. PDA Website

Content for the website to include calendars (PDA events, workshops, past events, etc.), information about the PDA lounge, access to and information on the PDA listserve, details similar to the incoming postdoc fact sheet, and additional information of interest to new and current postdocs such as mentoring opportunities. Breea and Alex to work on the style of the site. Janet has added career.edu to the postdoc resources page. Janet will move the PDA pages to a more prominent location on the WHOI "Postdoctoral" page.

7. Postdoctoral picnic

Date to be determined at next PDA meeting. The greatest lead time required for compiling lists of postdocs in the WH community and for sending out the invitations. Time required for organizing food etc. is on the order of a week.

9. Gender Equity Committee (Alex)

Topics discussed at the recent meeting included: office/lab space allocation statistics based on gender, guidelines and biases in the interview processes (subcommittee formed to look into this), child care at WHOI (i.e., should WHOI provide the service and/or the building for this, management of such a facility, etc....Jim said this was an ongoing issue and is being looked into), gender bias workshops for supervisors, and the promoting of young scientists through co-chairing of sessions at professional meetings.

10. International Committee (Janet)

No meeting, but the recent potluck was well attended with about 25 people from the international community plus the committee members were present.

11. Education Committee

No meeting, but the ed. assembly was recently held.

12. Women's Committee (Henrieta)

The 2007 Women's Committee annual meeting and dinner is coming up. While there is a student price (supported by the Academic Programs Office), the large salaries of postdocs when

compared to the JP students and admin assistants precludes having a reduced price for postdocs that want to attend the dinner.

13. Next meeting

Will be in July, time set via email communication.

14. Meeting closed by Breea

(Minutes recorded by Jason)