

Minutes from OPA meeting 12-11-14

- I. 3:15 call to order
- II. Roll call (2013 board members in bold)
 - a. Attendees, Renee Greer, Ann Sitomer, **Jim Rivers**, Dorte Wildenschild, Cory Perkins, Jeff Oliver, **Linnea Anderson**, **Doni Schwalm**, Kathleen Prusjc, **Rebecca Hutchinson**, **David Dickson**, Amanda Brown, Amy Klocko
- III. Approval of minutes of previous meeting, all current members present voted to approve, no dissenting votes
- IV. Committee reports
 - a. IEP
 - i. Had 3 panel discussions and 1 workshop (with HP)
 - ii. Report: planning lab visit to HP (R and D, ink lab) working with international scholars and postdocs to streamline navigating the US hiring process
 - iii. OCCD follow-up to develop mentorship and internship program
 - b. Professional development
 - i. Had 3 workshops for graduate students, plan to expand to more workshops including postdocs
 - ii. Verbal mention of a strong recommendation to continue putting on similar workshops in the future as much of our current funding comes from the graduate school
 - c. Welcome committee
 - i. Plan to update a pdf document for new postdocs on how to get settled in Corvallis and at OSU
 - ii. Had a monthly coffee meet and greet
 - iii. Would like to have a listserve to contact postdocs
 - d. Social events
 - i. Had monthly peers and beers gatherings and brown bag lunches
 - ii. Suggested continuing the tradition of a spring picnic at Avery Park
 - e. Treasurer
 - i. We actually have a budget (\$5000 from research office, \$5000 from graduate school, small amounts from different colleges/departments, not all funding is in our accounts)
 - ii. We have money set aside for sending someone to the national postdoc meeting
 - iii. We have money set aside for professional development awards (4 per year, \$1000 each)
 - iv. We have some funding coming in from more departments (not all pledges have been paid)

- v. If we want to continue to have alcohol at our research symposium (poster session) we need to have ~\$750 (typically covered by vendor fees at the event)
- vi. Verbal suggestion to line up vendors sooner for the poster session to increase the number that are available to participate
 1. Changes from last year that worked well
 - a. Decreasing fee per vendor
 - b. Shortening time of vendor participation (2 hours, not 4)
 - c. Location change to more cozy setting
 - d. Drinks, food, and posters all close to vendor tables
 - e. Raffle

V. Unfinished business

- a. Forming an advisory board is currently stalled
 - i. Wanted ~8 participants (faculty, industry)
 - ii. Purpose: networking opportunities, continuity, funding
 - iii. Ultimate goal: endowment for OPA (~\$25,000) to earn interest
- b. Space situation
 - i. Due to remodel of Snell hall we lost our previous OPA office
 - ii. We should have access to a conference room in Snell
 1. Current plan has been to rotate meeting location
 - iii. Verbal proposal to set up a physical mailbox and address for the OPA; perhaps at the graduate school?
- c. Professional development awards
 - i. Typically used for travel to meetings but the definition is broad
 - ii. Verbal proposal to fund research awards (~\$1000)
 - iii. Current plan is have two award cycles per year (fall and spring)
 - iv. New plan, put ~ dates of applications on the OPA website

VI. New business

- a. OSU is creating a marine studies initiative
 - i. Do we want an OPA rep to take part in an infrastructure development working group?
 1. Small paragraph will go in the next OPA newsletter
- b. Proposal to create an archive of past OPA newsletters on the OPA website
- c. Board transition process
 - i. Upcoming meeting (~late Jan) will have both outgoing and incoming board members
 1. Incoming board members to set place, time, reserve room
 2. Goal is to have one-on-one meetings of new and old members to pass on details relevant for that position (contact information etc)
 3. Typically, current board met 1 time per month
- d. NPA annual meeting
 - i. Travel award deadline Dec. 15th
 - ii. We have funding in our account for 1 person to go (typically the president)

1. Is anyone else going? Sumit? Jennifer?

VII. Open forum

- a. All OPA associate documents (survey information, reports) should go on Google drive
 - i. Name: OPA.OSU login: PostDocOSU
 - ii. How to pass on qualtrics surveys?
- b. Strong suggestion to have all board members (outgoing and incoming) at January meeting
- c. Board transition time is now on the calendar year (new board takes over in January)
- d. Bag o'OPA stuff passed on to new caretaker
- e. Proposal to have a workshop with Compass
 - i. Perhaps partner with the graduate school?
 - ii. Goals is to increase the visibility (and quality) of our science presence
 - 1. Some judges at the poster competition commented on poor quality of "elevator pitches"
- f. Proposal to have board vote on proposed yearly budget
- g. Doodle poll will be sent out for day/time of next meeting

VIII. Meeting adjourned