



OSU Postdoctoral Association
Oregon State University
300 Kerr Administration Bldg., Corvallis, Oregon 97331
<http://oregonstate.edu/opa>

Minutes from OPA Meeting 10-22-15

- I. 4:10 call to order
- II. Roll call (Sumit, Renee, Ann, Amanda, and Jenny present)
- III. Approval of minutes of previous meeting, all current members present voted to approve, no dissenting votes
- IV. Officer and committee reports and unfinished business
 - a. Treasurer Report
 - i. \$600 from vendors received from postdoc poster session; \$90 discrepancy for event that Ann will resolve
 - ii. Kelsky event was approximately \$350 over budget
 - b. PD committee
 - i. Karen Kelsky event: Feedback from ~70 attendees was positive. Webinar presented some issues; for future events, consider hosting the webinar on a separate laptop computer.
 - ii. Professional development awards: Three winners announced at the Postdoc Appreciation week event. Winners were put in contact with Megan.
 - iii. Postdoc appreciation week poster session
 1. Estimated 121 attendees at poster session, ~50 at keynote speaker
 2. For next year's event, consider:
 - a. Limiting poster registration to ~40-45 posters.
 - b. Finalizing list of judges approximately one week in advance.
 - c. Adding multiple sign-in sheets to avoid registration/sign-in bottleneck.
 - d. Setting aside a specified time for judging (~30 mins) to facilitate presenters being available at posters.
 - e. Expanding judging score range (1-10) to provide greater variability in scores.
 - f. Adding a judging criterion for verbal presentation.
 - g. Contacting vendors several months in advance.
 - h. Making "must be present to win" a requirement for raffle winners.
 - c. IEP committee: no report.
 - d. Welcome committee: no report
 - e. Social events committee: no report
 - V. New Business
 - a. Regular social events planning



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- i. Peers and Beers will be held November 19th downtown and December 10th near campus.
 - ii. Coffee with faculty event will be held the first week of December – Ann will coordinate and reserve room
 - b. Immigration attorney visit will be held Nov. 17th; Sumit will discuss with Paul
 - c. OPA Election
 - i. Two postdocs expressed interest in board positions for next year at the poster session
 - ii. Candidates should send Jenny statements by November 4th; election will run from November 6th to November 16th.
 - iii. Jenny will contact Dave Dickson (2014 election chair) regarding last year's election materials and survey link
 - d. December joint board meeting (with outgoing and incoming board members) planned for December 10th
- VI. Open forum
- VII. Adjournment



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Treasurer's Report – Oct. 22, 2015

Submitted by Ann Sitomer

- Financial position as last board meeting 17 September 2015

Index Fund
 \$14997.47

Foundation Fund
 \$1538.41

- Income since last Board Meeting

Index Fund
 \$0

Foundation Fund
 (\$600) pending

- Expenditures since last Board Meeting:

Index Fund	
USSE (quarterly fee)	\$31.82
Catering (Kelsky event)	\$538.62
MU (Kelsky event)	\$331.25
Karen Kelsky (Wkshp, mileage, food)	(\$1031.40) pending
Pizza (08.03.15)	\$90.00
Bookstore (PAW supplies)	\$80.20
PAW Supplies	(\$17.98) pending
Stationary Supplies	(\$65.61) pending
PAW Invitations	(\$27.58) pending
Peers & Beers (09.17.15)	(\$32.50) pending
Total:	\$1071.90
	\$2246.96 with pending

- Financial position as of 22 October 2015

Index Fund
 \$12840.27

Foundation Fund
 \$1538.41

(14997.47-2246.96= **12750.51**)

Over \$89.76

- Kelsky event:

Budgeted: \$1550 Spent: \$1901.28 Over budget: \$351.28



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Professional Development Committee Report – Oct. 21, 2015

Submitted by Amanda Brown

Kelsky Event:

Our fall Academic PD event featuring professional academic career consultant Dr. Karen Kelsky of “The Professor Is In”, was held on Wednesday Sept. 30 3-6pm in the Memorial Union Multipurpose Room 13. Title: “So you got your PhD...How do you get a job? – A two-part workshop/lecture entitled: Hacking the Academic Job Market and How to Write an Academic Job Application”.

Pre-registration and actual attendees: 93 people registered ahead (about 50/50 postdocs/graduate students), and 4 other postdocs registered for the webinar. In the end, **61 people signed in at the event, 40 postdocs and 21 graduate students.** From a head count, there were about 70 people.

Feedback summary: 34 people turned in feedback sheets (we were rather rushed in the end). Of these, both part 1 and part 2 were evaluated at roughly the same levels, with 76% of all responses “Extremely Useful”. The most common criticisms listed were that it wasn’t enough time and that we should bring her back. See breakdown below:

	Postdocs		Grad Students	
Response	Part 1	Part 2	Part 1	Part 2
Extremely useful	18	17	8	9
Moderately useful	4	6	2	2
Slightly useful	1	0	1	0
Not useful	0	0	0	0

Webinar issues: Upon advice from Megan and others, we tried WebEx to run the webinar. Amanda had a lesson from Megan in setting this up, and the PD committee helped test it with moderate success. However, when we arrived at the venue, several technicians (and Megan) advised us to have the presenting computer (with mic) also running the webinar and chat room. This didn’t work. The powerpoint in “show” mode didn’t display the slides to the participants. Once started, the presenter could not deal with WebEx chat comments and/or stop the show to fix this. Unfortunately, the technicians left the room when the event started. **Webinar recommendations:** Next time, if there is a show (and not merely a conference) the presenter should use one computer attached to the projector, while a second computer that also has the slides on it (and mic) should be set up to host the webinar. This also requires a person operating it to forward the slides and chat with participants.



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Financial summary: Parking pass = \$10?; Catering (OSU) = \$885.91; Room & audiovisual/webinar = \$231.25; Karen Kelsky Fee = \$2000.00 (only \$1000 from the OPA); Karen Kelsky expenses (food & mileage) = \$62.80; **Total OPA Expenses = \$2189.96**

Fall Professional Development Awards:

The PD Award Committee (Amanda, Cory, Jenny, Renee and Ann) met on October 16 to review PD award applications. We reviewed 14 applications, rated these individually and discussed our choices for winners. We came to a consensus fairly quickly on a shortlist, and then made a final choice of 3 winners, as follows:

Christopher Gaulke (Dept. of Microbiology) – Mentoring an undergraduate bioinformatics project.

Matthew Jones (Dept. of Forest Ecosystems and Society) – Travel as invited speaker to a national geophysical meeting and attend several workshops and to network.

Cleo Davie-Martin (Depts. of Environmental and Molecular Toxicology/ Dept. of Microbiology) – Special training on PTR-MS (proton transfer reaction mass spectrometer), fostering collaborations between physics, chemistry and biology.