



OSU Postdoctoral Association
Oregon State University
416 Snell Hall, Corvallis, Oregon 97331
<http://oregonstate.edu/opa>

10/08/13 OPA Board Meeting Minutes Snell Hall 416

Attendance: Rebecca Hutchinson, Doni Schwalm, Linnéa Andersson, Jim Rivers, Sascha Hallett, Alba Argerich, Yasmeen Nkrumah-Elie (remotely) , Robert Kykyneshi, and Dave Dickson

- I. Meeting called to order** at 10:05 am by Rebecca Hutchinson
- II. Roll call**
- III. Approval of the Minutes**

Motion from Rebecca: approve the minutes from the past OPA meeting on 9/4/13
Vote: all in favor
Resolution: the minutes from 9/4/13 were approved
- IV. Officer and Committee Reports**
 - a) Treasurer's Report**
 - It is unclear what can we put into the index account. Barb and Debra are working to clarify it.
 - Budget for the 2013/14 academic year (see attachment #1):

Motion from Dave: approve the proposed budget for the 2013/14 academic year.
Rebecca proposes to include expenses for 2014 Da Vinci Days.
Vote: all in favor
Resolution: Budget approval subjected to include \$200 for 2014 Da Vinci Days.
 - b) Active Committee Reports**
 1. PAW Planning Committee report (see attachment #2)
 - Vendor show:

We need to contact more vendors- right now only 2 signed up for the vendor show. Yasmeen: Rainin can they offer pipette calibration? We will help providing a list of company representative names to the Jim to pass them to the company recruiting vendors.
We need at least 9 vendors to go with the vendor show. If it is cancelled we might want to cancel the travel grants.
 - MU reservation for the poster session: the room is reserved but it is not clear who will pay for the MU -the Graduate School? OPA? If OPA we cannot pay with the index account. There is a presentation package -speaker, screen, projector, microphone for the MU Ballroom but increases the price. We will decide which package to choose once we have the confirmation from the vendor show.
 - Publicizing for PAW events (all of them except for the vendor show until we know for sure it is going to happen)



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- Flyers: Jim will design a flyer announcing the fundraising and the poster event (not the vendor show) to distribute widely. All of us will print and distribute within our college/departments. Dave will design an electronic flyer with all the events (except the vendor show) to be posted on the OPA web. The link to the flyer will be distributed through Barb letters.
 - Media coverage: Linnéa will contact the Corvallis Gazette, OSU today, and the Daily Barometer for coverage pre and during the events.
 - Publicity at the Laughing Planet: Dave will check if it is possible.
 - Publicity in our web page: Sasha will update the web page.
 - Personal invitation to administrators: Rebecca will prepare a letter
 - Postdocs newsletter: Rebecca will send to Barb and Debra the final list of events, the link to the flyer, and a request to postdocs for pictures of them doing their research to be used on the power point presentation during the poster session
 - Poster session attendance: everyone should get 5 postdocs to present a poster
 - Catering: Rob will take care of the catering. We will offer wine and beer, the first drink free. We will Name tags for regular participants and for organization+ registration table+ tickets for free drinks.
 - Photography: Dave will ask a photography student
 - Next meeting Oct 17 at 10:30h-12h
2. IEP Committee (see attachment #3)
Proposal to change the order of the events related to the IEP committee: Start with a workshop on IP, start-ups, entrepreneurialism, patents, and other topics relevant for IEP and program a panel discussion with smaller companies during Winter term. Linnéa will send around a document explaining IEP so we can distribute it to our Deans, Dept. Heads, industry, NGOs, etc.
- We decide to have the first IEP workshop on December.
3. Professional Development Committee (see attachment #4)
Huge success of the first scheduled event. Sasha will take pictures of it and joins the committee.

V. Unfinished Business

Social Events Committee: Alba volunteers to be the chair of the social events committee. She will take care of sending reminders to the hosts of Peers and Beers and will keep track of the attendance.

Bylaws Revision

- Should we change the election schedule to coincide with the calendar year instead of having terms cycle in June/July? This would allow newly elected board members to begin their terms by attending the national meeting, instead of being thrown into a busy



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few months of planning events during summer, when many people have scheduling challenges. If we make this change, how and when should it be implemented?

Note: No elections this year, our appointments will end Dec 31st 2014. Next elections will be late fall 2014. Yasmeen, Domi and Linnéa will be probably leaving on summer anyway but we have mechanisms to fill their appointments.

- a. At the last two board meetings, our attendance has been 4 and 6 out of 9 members. The bylaws state that we must have 4 people to meet and a two-thirds majority vote to pass anything. This inconsistency should be resolved in some fashion, since we couldn't do anything official at our 4-person meeting.

We propose the need of the majority of the whole elected board (>50%) to meet and to approve anything

Definition of the Executive Board: All the positions

- b. How should the general membership be involved? We can easily post draft agendas to the website and invite anyone to attend meetings; minutes should also be posted. We will post the agenda at the web prior to the meetings
Notification about the changes in the bylaws: we will post the new bylaws on the web page and put a note in Barb's newsletter
- c. Should we also institute dues?
No dues for now until we have a benefit for the members - e.g., participating into the travel grants.
- d. Annual general meetings? Our organization would benefit from greater participation from non-board-members.
Annual meetings: concurring to the final quarter of the course (e.g., Fall meeting showing the activities done during the last year)

Bylaws discussion adjourned until the next board meeting. Yasmeen will circulate a proposal for the modified bylaws prior to the next board meeting.

VI. Adjournment: Meeting adjourned at 12:40 pm