



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

OPA Meeting Minutes

03/20/14 OPA Board Meeting Minutes Kelley Engineering Center 4107

Members present: Rebecca Hutchinson, Sumit Saha, Dave Dickson, Doni Schwalm and Linnéa Andersson

Absences: Jim Rivers, Sascha Hallett, Robert Kokenyesi and Yasmeen Nkrumah-Elie

- I. Meeting called to order** at 2:10 pm by Rebecca Hutchinson
- II. Roll call**
- III. Reading and approval of the minutes**
 - Motion: to approve the minutes from the February OPA board meeting
 - Vote: motion carried
 - Resolved: February 2014 meeting minutes were approved
- IV. Officer and Committee Reports**
 - a) Treasurer's Report**
 - Attachment # 1
 - b) Active Committee Reports**
 - i. PAW Planning Committee**
 - No report was presented
 - ii. IEP Committee**
 - The IEP committee report was presented (Attachment # 2)
 - iii. Professional Development Committee**
 - No report was presented
 - iv. Welcome Committee**
 - No report was presented
 - v. Social Events Committee**
 - No report was presented
- V. Unfinished Business**
 - a. Proposal for travel award funds from the grad school.** (Dave)
 - The proposal for travel and research funds was presented (Attachment # 3)



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- b. OPA Mugs. (Doni)
OPA mug sales information was presented (Attachment # 4)
- c. Should we conduct a survey to get feedback from postdocs?:
Dave and Doni will work on the survey questions. Deadline for questions is Friday, March 28th, 2014. Surveys will go out in Barb's newsletter from the 31st March for two weeks; and in the 3rd week of April Doni will send the survey for the last time.

VI. New Business

- a. New social event planning (coffee with a faculty member idea): (Yasmeen and Robert were unable to attend)
Postponed
Spring Picnic planning: Saturday, June 7th, 2014 was decided for the Spring picnic.

VII. Open Forum

VIII. Adjournment: Meeting adjourned at 3:30 pm

IX. Next Meeting: Thursday, **April 17th**, 2:00 PM to 4:00 PM; Dave will host the meeting in the **Linus Pauling Science Center.**



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Attachment 1: Treasurer's Report

Treasurer: Dave Dickson

Date: January 8th, 2014

Report:

GRD040 Index balance:	\$1,113.36
Foundation Balance:	\$502.68
Petty cash:	\$6
TOTAL assets:	\$1,622.04

Recent Activity

Description (date paid)	Revenue	Expenditure
Reimbursement to Alba (11/4/13)		\$175.70
Reimbursement to Rebecca (pending)		\$66.05
OSU Catering, alcohol (pending)		\$468.15
Vendor Show (pending)	\$1,100	
Laughing Planet Fundraiser (11/6/13)	\$180	



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Attachment 2: OPA Committee Report

Name: Industrial Exploration Program (IEP)

Mission: Explore alternative career paths to academia and connect PhD-level researchers with Oregon industries, businesses, and agencies.

Chair: Linnéa Andersson

Members: Linnéa Andersson, Barb Bond, Dave Dickson, Rebecca Hutchinson, Maciej Maselko

Date: 18 March, 2014

Report:

The first IEP visit took place on Thursday February 27 at MBI, an effort coordinated by Barb. We were a party of around 10 people who got to hear about the focus and activities of MBI and some of their PIs and postdocs. We were also guided around at MBI to see their facilities, labs and equipment. The impression judging by the comments and interactions was that both the visitors and the hosts were very pleased with the visit.

The panel discussion on "Career Paths outside Academia" organized by the OSU Industry Exploration Program, sponsored by the Graduate School and supported by the Office of Postdoctoral Affairs took place in the Joyce Powell Journey Room (MU) on March 12, 10-11 am. The three panel members were Abbie Kimerling from ImTech Technologies, David Dickson from OCCD at OSU, and Greg Long from Hewlett-Packard. The event filled up already within 24 hours after being advertised through the graduate student and postdoc email lists. The students and postdocs took good use of the opportunity to ask questions already in the online sign-up process. 43 students and postdoc attended the panel discussion which was close to 2/3 out of those who were accepted to the event. The audience was engaged and asked questions throughout the discussion and the panel members were open and personal in their responses. There was pronounced interest for the next panel discussion on "Research and Development in Industry" planned for April-May.

A second panel discussion on "R&D in Industry" is planned for April-May. The confirmed panel members are Bill Cowell (OSU), Robert McGorin (OSU), and Laura Kramer (HP). A date and time will soon be set.

A third panel discussion is planned for May-June on research in government agencies.



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Items for discussion at the board meeting:

Ideas for future activities for which any input and suggestions for people to invite are welcomed:

- Workshop on innovation – learn how to identify an innovation and what is patentable and how to protect your IP. This topic is of importance for both academics and people in industry with a requirement to file patents as a part of their job. Invite Dave to talk about IP from his perspective and postdocs who have start-ups based on their own research. The format of this event will be more interactive than a panel discussion.
- Workshop on perfecting one's CV and elevator speech. Important for people in both academia and industry. Invite Career Center to talk about CV, and/or HR representative from a local company. Participants bring their CV and work in groups to develop each other's' CVs and elevator speech.



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Attachment 3: Proposal for Travel Award Funds (Dave)

Concept

The OPA seeks to establish four (4) annually recurring \$500 awards to support travel of OPA members to professional development activities, including program meetings, conferences, industry trade-shows, etc. These awards will be given on a competitive basis as determined by a selection committee.

Background & Benefits

Traveling to academic meetings, conferences, trade-shows, and other valuable professional development activities are often not well supported for postdocs. There may be support for one annual meeting of a particular funding program, but support to attend meetings of professional societies and other professional development activities outside the immediate scope of the active research project(s) is generally very scarce for postdocs. Couple this with the very limited average salary of postdocs and they often forego professional development activities that could have profound impacts on their career opportunities. This award will help support these important activities.

Funding

Total required budget is \$2,000 (more numerous and/or larger awards could be given if funding allows. We propose the following funding support:

- \$1,000 from the Office of Postdoctoral Programs & Graduate School
- \$1,000 from OPA
- ? gift from sponsor? Seek Foundation help here?

Eligibility

All postdocs at OSU will be eligible provided they are a "postdoc," as defined by OPA, at the time the award is used.

Timeline

We propose two rounds of awards, two awards in each half of the FY. The first round will have a submission deadline of September 1, awarded by October 1, for travel to take place within one calendar year of the award; the second round will have a submission deadline of March 1, awarded April 1.

Application Process

The application will consist of a letter from the applicant (**2 page maximum**) covering the following salient points:

- What is the event you wish to travel to and how is it relevant to your professional goals?
- How will the event benefit you?
- What financial circumstances currently prevent you from attending this event?
- How will your attendance benefit OPA, OPP, and OSU?

The applicant will also include a Letter of Support from a supervisor or colleague.

Selection Process

A selection committee will be convened by the OPA Board comprised of at least 6 postdocs who are not currently applying for the award. The committee will review the application materials and make recommendations to the Associate Dean (Barb's replacement) who will make the final decision and notify recipients. (Need to flush out selection criteria)



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Proposal for Research Funds (Dave)

Concept

The OPA seeks to establish a competitive grant program internal to OSU to supplement the excellent research already being conducted by postdocs at OSU by awarding two \$5,000 awards on an annual basis. This program seeks to provide OSU postdocs the opportunity to access a modest pool of resources at OSU to conduct a supplemental project to existing research. This program will also provide postdocs the opportunity to serve as a PI on drafting a proposal and executing the work. Postdocs on the reviewing side of the program will also gain review panel experience by working with faculty members who have high level review panel experience (e.g., NSF, NIH, etc.).

Background

Postdocs are a critical part of the research endeavor at OSU. A postdoc position, particularly a Postdoctoral Scholar, is supposed to include opportunities for training and professional development. However, in practice, the opportunities for postdocs to serve as PIs on proposal development and be involved in the review panel process are limited. This program will give OSU postdocs the opportunity to be PI on a proposal for a program limited to the OSU community. As PI, the postdoc will manage the budget and be responsible for completing the proposed project. On the review side, other postdocs will gain experience on the review panel with the assistance of faculty members with experience on NSF, NIH, and other federal agency review panels.

Funding

Total requested budget is \$10,000, from the following sources:

- \$5,000 from Research Office
- \$1,000 from Office of Postdoctoral Program and Graduate School
- \$4,000 from OPA (fundraising and membership dues)
- ? Additional money from an industry sponsor through the Foundation?

Eligibility

- All postdocs at OSU, in any college doing research in any discipline, will be eligible provided they are a "postdoc," as defined by OPA.
- The applicant must be a dues-paying member of OPA (\$20 annual fee)
- The applying postdoc must be the PI.
- At the time of the award, the PI must have adequate remaining time at OSU to complete the proposed project.

Timeline

Once per year, collect proposals in the December to March range, award in May-June range. *What other timeline considerations are we missing? Do we disadvantage people who come to campus at particular times of the year?*

Application Process

We need consider what types of proposals we are interested in supporting, and think carefully about review criteria... this is where some help from faculty members with review panel experience will be essential.

Selection Criteria & Process

A selection committee will be convened by the OPA Board comprised of at least 6 postdocs who are not currently applying for the award and at least 2 faculty members with review panel experience. The committee will review proposals and rate them on the above criteria to select awardees. The committee will make a good faith effort to provide constructive critical feedback to all applicants.



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Attachment 3: OPA Mug Sales Information (Doni)

1. Doni looked at two suppliers, *Branders.com* and *Bargain Mugs.com*
 - a. Branders has a nicer selection. Their mugs are more expensive, but they do not charge a setup fee and the first color (for printing) is free. However they require larger minimum orders for most of their mugs. In most cases, at least 72 mugs must be ordered; in some cases, the minimum order is 144 mugs.
 - b. Bargain Mugs has a more limited selection. Their mugs are cheaper but they charge print setup fees and charge for each color. They allow smaller orders; minimum orders can be as small as 12.
2. Overall message: mugs are not very cheap. With printing fees and shipping, even the 'cheapest' options are around \$4/mug. This doesn't allow for a substantial markup, especially if we want to get a nice mug with higher selling potential. However, although we might not make much money, a secondary benefit of these mugs is advertisement for OPA.
3. We can reduce costs by sticking to printing 1 color (black, white or orange depending on the color of the mug selected). Doni thinks the multi-color logo looks sharper, but reducing upfront costs will improve our profit margin. In addition, for some of the mugs, we do not have the option of more than one color for our logo.
4. Doni have prepared estimates for a variety of choices. In several instances, she has included quotes for the same mug but have varied the number of colors printed and/or the number of mugs ordered so that we can gauge 1) what is available and 2) how print set up and # ordered impacts costs.
5. Note that Branders provides an online feature that adds our logo to the mug image for a mock-up (logos can be made smaller or larger than shown); Bargain Mugs does not offer this option. This is why some of the quotes have the logo and some do not.
6. The first 10 are from Branders; the remaining 6 are from Bargain Mugs.