

## OPA/OPP Meeting 7/23/2012

- 1) Da Vinci Days update: had good success getting people to visit the OPA booth; lots of kids came for the games, and had good feedback from faculty and OSU community members; raised visibility of OPA
- 2) Orientation/Welcome packet: OPA will coordinate with OPP regarding creation of a welcome packet; Rebecca and Michelle met to discuss materials and strategy on 7/19/2012; will set up a meeting mid-August with Debra and Barb to brainstorm ideas and coordinate materials; Rebecca will provide Barb with names and emails of postdocs interested in helping with the effort; Michelle will take a look at the June OPA board meeting minute for ideas already discussed and create a “skeleton” PowerPoint to use as a starting point.
- 3) Sustainability of OPA: Barb suggested that OPA should be thinking about cultural and economic sustainability of OPA; need active recruitment efforts to bring people into leadership roles and train them; this is especially important in a transient population such as postdocs; should start looking now for people who may be interested in replacing the current board members
- 4) Fundraising: In relation to brainstorming ideas for fundraising, Barb suggested developing a rough budget of potential expenditures and financial needs; identifying anticipated expenditures can help define the scope of activities and objectives; what are the OPA priorities? It will be important to start modestly; objectives might be: travel money, capability to offer small postdoc grants, Da Vinci Days booth for 2013. For community partnerships, it is important to identify what service we provide to the community; Barb suggests focusing on first gaining recognition within the OSU community before branching out to other arenas. Some ideas for fundraising have been: a wine tasting event at Barb’s and \$1 donations at Peers and Beers
- 5) Postdoctoral Appreciation Week (PAW): need to begin planning these events and make sure not to overlap with OSU “University Day” activities
  - a. Debra distributed printed information on what other PDAs are doing for PAW
  - b. What do we want to achieve during PAW?
    - b.i. Raise visibility of OPA among postdocs and help members of the community get to know each other
    - b.ii. Gain recognition on campus among faculty, administrators, etc.
    - b.iii. Raise visibility of OPA as an organization that can be helpful to postdocs (this will also help build cultural sustainability)
  - c. EVENTS:
    - c.i. Encourage PIs to take their postdocs to lunch during that week (discussed asking department heads to provide \$\$ for a departmental postdoc lunch, but decided against this so that funds could be requested for poster session)
    - c.ii. Pizza lunch organized by OPP as a forum just for postdocs to share concerns and ideas; will aim to get as many postdocs as possible to participate; take photos for publicity; solicit direction from the community about directions for the OPA; host it early in the week (likely Monday) in order to help advertise the events later in the week
    - c.iii. Financial planning workshop tentatively on Thursday from 11-1; will reserve a free room (classroom) for the workshop; Rebecca meets with the financial

planner next Friday morning; planner will provide the workshop free of charge; Rebecca will solicit questions from OPA board to provide the planner with ideas for how to direct the workshop; will request RSVP from postdocs to gauge size of room

- c.iv. Poster session tentatively Wed or Thurs from 4-6pm. This would be a good opportunity to invite the President, Vice-Provost, PIs, etc; would be ideal to have wine and cheese at the event, but need funds for this (must work through OSU catering); Barb will ask department heads to contribute funds (~\$50 each) to the event, OPA will organize the other aspects; OPA will get an estimate of total costs so that Barb can solicit the appropriate amount of funds from department heads. MU (2<sup>nd</sup> floor) would be a good place to hold the event if not booked – will be important to book the room right away; Guillermo will contact the MU about availability and cost, and information on obtaining poster stands (rental fee? Will MU set up the stands?); OPA will organize the call for posters (web form to submit postdoc name, poster title, description, department, PI) and encourage reuse of conference posters; will need to decide if we should provide a booklet of abstracts, but will provide at least an index list so people can find posters. Will organize posters by department to encourage postdocs to get to know other postdocs in their department; will provide a small tag at each poster stand with department, PI, and postdoc name. There are ~300 people on campus that OPP identifies as “postdocs”; would be great to get 50 posters.
- c.v. Off-campus BBQ was discussed, but decided it might be better to wait for spring for this event. This would help avoid people getting saturated with events during PAW, and provide another opportunity to get the community together at a different time of year. Would be potluck-style, family-friendly, and likely hosted at Avery Park. Would invite PIs and maybe organize a soccer game, horseshoes, sack races, or other fun activities.
- d. OPP will submit a summary of our PAW events to the NPA website
- e. Advertising: Create a large banner for on-campus (in front of MU?); target newspapers (Barometer, OSU today, possibly the Gazette Times for poster session); OPA should look for a volunteer to be designated “PR” person for the week (or for a particular event)

- 6) Two follow-up OPA/OPP meetings planned: (1) welcoming committee and (2) poster session committee