**Date:** Friday, Sep 8, 2017; **12:00 – 1:00 PM** **Venue:** Nash 104J

**OSU Postdoctoral Association**

Oregon State University

300 Kerr Administration Bldg.,

Corvallis, Oregon 97331

http://oregonstate.edu/opa

1. Call to Order

12:07 pm

1. Roll Call

Cheng, Daniel, Courtney, Ying, Sara, Julie, Armando, Johana

1. Approval of the August Minutes

Approved.

Daniel suggests that we add more details to the minutes

1. Officer and Committee Reports

# Active Committee Reports and Upcoming Events

## IEP Committee

* First meeting Aug 29th with Daniel, Cheng and Carriel and their report is very positive. During first IEP meeting they had a brainstorming about future thematics for talks/workshops.
* Suzanna is willing to come end of Sep. We need to be more specific about the topic. She can only be here later in the afternoon (4-5 pm). If it works fine we can think about repeating this event every 2ish month
* The workshop on teaching/research statements was a blast. People want more.

## Professional Development and Events Committee

* Armando and Courtney talked and created a google sheet to propose researchers to invite for the pizza lunch / coffee talks. <https://docs.google.com/a/oregonstate.edu/document/d/1y-Y-kwFboUp248THlCBZt80yv4NPB3w2gJoEKwkqag4/edit?usp=sharing>
* Everybody can propose names and Armando will contact them.
* Awards: Deadline for sending the candidatures: 29th at 5 pm. Courtney, Daniel, Julie, Sarah and Armando are willing to be part of the judging committee.

# Treasurer’s Report

## October will be our budget meeting.

There is nothing new compared to last month report.

# Web/Social Media Report

It is on Julie’s list for this week. We need to take fun pictures of the board having fun!

1. New Business

# PAW Research Symposium updates

* Ying said that the vendors agreed for Oct 4th, but she will contact them to tell them that the day changed to Oct 9th.
* Vendors cannot pay by credit card. They can pay by check. We could extend the deadline for payments and ask them to bring the check with them or mail it.

## Room

* Union horizon room and Multipurpose room reserved for Monday October 9th
* Reservation: 2-8 pm, Speaker: 4-5 pm, Poster event: 5-7 pm
* Oct 9th is Colombus day. This is a problem because we can lose some vendors (ex: Nikon from New York). We decided to try to modify the day for the Horizon room, and if we cannot we keep the 9th. We need to talk with Cassie about that.
* Last year we had the speaker in the room below the horizon room, to allow people to set up posters and vendor booths without interrupting the speaker. There were some complaints that it was confusing. Do we want to do the same this year, or try something new? Brainstorm logistics for speaker/poster setup.
* We will keep 2 rooms and try to give better directions to people. Maybe add a volunteer downstairs.

## Ordering food

It is next- does anyone want to learn how to order from OSU catering?

## Update on poster boards

Daniel had 30 poster boards (4x9”) but needs to change the date. There is also the “university events” giving poster boards for free AND they bring them to us! They are closed right now but should reopen by end of September.

## Potential speaker

Staci Simonich, Associate Dean of College of Science. Has industry experience. Thoughts? If you like the idea, Cassie will invite.

* Leadership highlighted (academia/industry)
* Courtney will talk to Staci tonight (it is her 50th birthday party!) and will let us know.

## VIP invites

We usually print out a few paper invites for deans and the like. Cassie will get a list of folks receiving VIP invites from Lisa, print them out, and deliver them.

Courtney will update last year’s email and send it to us.

## Judge list

* Judge list from last year is located at <https://docs.google.com/document/d/1jp8U4Okc7O2T0JnEWdBImJwLg2miNSO2qISgq-o2_pE/edit?usp=sharing>
* Please sign up to email a few by putting your name next to the person. Cassie will send around email invite text from last year
* Here are the detailed judge instructions from last year in case you get questions <https://drive.google.com/file/d/0BxUU33PbPu2TWG9KRGhiSVNTMkE/view?usp=sharing>
* will be done quickly: Vendors – date – judging and abstracts

If necessary, we can schedule an emergency meeting before the symposium.

1. Next meeting

Friday Oct 13th (spooooky!) 12:00-1:00

**Open Forum**

* Julie had an email from the president of the postdoc association of univ of Oregon, they invited us on Nov 3rd for their symposium.
* We can send an email to all postdocs about the event.
1. Upcoming Events

## Friday, Sep 15th, 5:15 pm

 Peers & Beers - Downward Dog

Thought for peers and beers: alternate time (4:30pm and 6:30 pm) so different (more) people can come.

## Tuesday, Oct 3rd, 9 pm

Postdoc Trivia Night - Applebee’s

1. Adjournment

1:13 pm