

Purdue Postdoc Association (PPDA)

Minutes of the meeting of the PPDA Council

Meeting date / time	Monday May 3rd, 2010, 8.30am
Meeting location	Room 111, Matthews Hall, Purdue University
Minutes status	Approved 8th June 2010

Name	ID	Position	
Kris Villez	KV	Co-President	Present
Valentina Trinetta	VT	Co-President	Present
Nicolas Bordenave	NB	Treasurer	Present
Kostas Gourgouliatos	KG	Public relations	Present
Charlotte Perrett	CP	Secretary	Excused
Peter Richtsmeier	PR	Webmaster	Present
Dina Banerjee	DB		Present
Simran Banga	SB		Absent
Christian Hammer	CH		Present
Talvikki Hovatta	TH		Present
Ana Juan Garcia	AJ		Present
Tillmann Kubis	TK		Present
Alon Ludwig	AL		Present
Shexia Ma	SM		Absent
Akil Narayan	AN		Present
Anne Roulin	AR		Present
Jennifer Tsuruda	JT		Excused
Nicole Weber	NW		Excused
Professor Peter Dunn	PD	Faculty Advisor	Present
Professor Jon Story	JS	Faculty Advisor	Excused

Agenda:

1. **Approval of previous minutes**
2. **Announcements**
3. **On-line presence: website / forum**
4. **PPDA flyers**
5. **Postdoc Survey and PPDA dinner**
6. **PPDA Elections**
7. **Subcommittees and other business**

1. Approval of previous minutes

- a) April meeting minutes are accepted

2. Announcements

- a) PD informs council that the PPDA is now officially recognized by Purdue University and situated at the OVPR. This announcement will be made public at the first PPDA dinner on the 8th of May.
- b) KV clarifies the Excuse policy for Council meeting: in the future, members of the PPDA council who cannot attend a meeting must send an email to KV, VT, and CP to make sure that the co-presidents are informed upfront and the minutes are accurate.
- c) The PPDA t-shirts were successfully distributed. However, KV suggests that if people cannot make deadline that they inform KV and VT well ahead of time so that additional assistance can be organized before problems become really urgent.
- d) During summer, the first Tuesday of the month at 8.30am will be scheduled for PPDA meetings. Prof Story will try to schedule the same room for these events. Only KG will miss some meetings, because of his work schedule.

3. On-line presence: website / forum

- a) PR reports that he met people in charge of the new PPDA homepage. Until now there is no fixed moving date, also the How-Do-I?'s need to be transferred to that site.
- b) KV invites all members of the PPDA council to join the Google group to increase visibility. PR reports that there were some incidents of spam in this group but he found a way to remove spammers from the group, so now the spam should stop.

4. PPDA flyers

- a) KG informs Council that the ISS agreed to have flyers of the PPDA in their office but declined to add them into the welcome information for new post-docs. The reason is that there are too many associations on campus to add to the welcome package. PD thinks that the OVPR will not be able to change the ISS's opinion. He proposed to contact the business offices on that matter instead. Regarding PD's proposal, KG reports that only one business office (Physics) has answered the PPDA inquiries and offered to add information about the PPDA to new post-docs. There will be a meeting this week about the PPDA flyer.
- b) KV reports that the Young Faculty Association of Purdue would like to meet and collaborate, probably in September, as a transition in their leader positions is anticipated.

5. Postdoc survey and PPDA dinner

- a) VT informs that they are getting approval for IRB. KV proposes to only announce at the dinner that results were to be published, but PD thinks that a summary could be presented at the dinner without IRB approval, as it is only an internal feedback and not a publication. KV asks what could be presented and VT promises to prepare a summary for the dinner. As projections equipment would be expensive to rent, she will just present orally.
- b) NB reports that there are almost 40 people signed up already for the dinner. PR informs that we have one more day to register the final number of participants. NB thinks that there may be new potential faculty contacts due to dinner email. DB

asks how many guests are allowed, KV responds that this is an open event, tickets for children are cheaper than adults.

6. PPDA elections

- a) KV proposes to form an elections committee for next year's PPDA officers; there will be new co-presidents needed. The election will take place during the callout in September, from September until January the –elect officers could use the knowledge transfer. PD proposes to include the co-presidents in the committee as they are not to be re-elected. This idea is accepted. TK offers to help in the committee.
- b) KV proposes to restrict officers to two years, but CH thinks that this might not be necessary as post-docs contracts usually are restricted to a short time. KV starts a vote on the half-year coverage, there are no opposing votes.
- c) PR asks for the nomination process. KV says that all PPDA is eligible to vote. PD suggests to send email to all PPDA for nominations and to post the vote date, and that everybody should check the availability to serve.
- d) PR asks if all officers should be voted for. Alternatively some positions, like webmaster, could be appointed. There seems to be agreement in the council that only some officers should be elected. Elected officers are the Co-presidents (2), Treasurer and Secretary. Other positions will be appointed by majority vote in the council. KV will adjust the PPDA constitution for this.

7. Subcommittees and other reports

- a) TH reports back from the subcommittee responsible for writing the 'How do I...?' sections of the PPDA website. She asks if there are comments or suggestions for the document that has been sent out. VT has some ideas for improvement. TH asks if there are objections for putting it on the website. The council agrees to publish the document. PR says that currently there is the issue with having two websites, the temporary at his own site and the new homepage at the OVPR. It may be faster to publish the document in the former. TH states that the document is incomplete but it will stay so for a long time, so publication may still be helpful for the time being.
- b) Social events: The May event is the PPDA dinner, in June the social event is going to be bowling on June 18th, and the plan for July is a picnic.
- c) Professional Dev. Seminar: AJ met people from Purdue: teaching science will be the first talk. The first seminar is scheduled for Wednesday, 2nd June at 7pm. The SC was looking into atmospheric science, computer graphics, and psychological science departments for candidates. She proposes to give some information about the PPDA to prospective professors to improve the talk. TH proposes to use the numbers from the survey for reporting numbers of interested post-docs to the professor. KV comments that as there is no direct impact or free food, teaching science may not be as attractive. PD comments that it's vacation time and the speaker may not be available outside the academic year.
- d) VT, AR, DB want to define the role of a post-doc as proposed by Professor Chris Sahley
- e) T-shirts are still available; KV asks if they should be distributed at the dinner. VT proposes to keep them for the call-out and for new council members.
- f) PD proposes to bring copies of the survey to the dinner.

g) KV reports that the class “preparing future faculty” in spring 2011 will have a slot on post-doctoral research. PD comments that this might be a good opportunity for a faculty and a post-doc to present together.

h) KV announces that the next meeting is going to be on Tuesday 1st June, probably in the same room. [edit.: changed to 8th June]

Actions:

Action identifier [yyyymmdd-no-id/id/.]	Short description	deadline	Status
20091207-1-KV/AL/YZ	Complete PPDA constitution and send to University for official recognition of PPDA	2009-12-31	completed
20091207-2-PR	Create a fully optional PPDA website	2010-03-31	ongoing
20100111-1-FAPD	Obtain a procedure for official recognition of the PPDA	2010-05-08	completed
20100201-1-PD/JS/KG	Contact Directors of Financial Affairs and other senior officials to inform them of the creation of the PPDA and to inform their staff including those in the business offices	2010-03-01	completed
20100201-2-AL/KV/PR	Arrange a PPDA annual dinner	2010-05-31	completed
20100201-3-NW/VT	Design and order t-shirts	2010-06-30	completed
20100301-1-AJ/VT/SM/KG	Organise a seminar series for Postdocs	2010-12-31	ongoing
20100301-2-KV/TH/SB/CH	Create a series of ‘How do I...’ features for PPDA website	2010-09-30	ongoing
20100301-3-VT/NM/JT	Organise April social	2010-04-30	completed
20100501-1-KV	Adjust the PPDA constitution for changes in election requirements for different positions	2010-06-30	ongoing

Date and time of next meeting: Tuesday 8th of June 2010 at 8.30am. Room MTHW 111