

LANL-PDA Meeting Adgenda (05/18/06, 1st General Assembly)

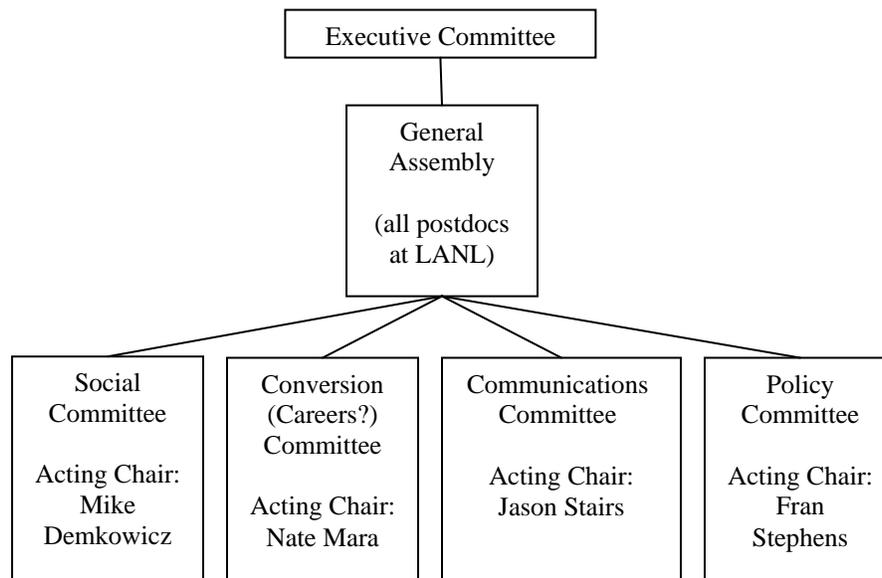
- 1) Opening
 - a. Attendance Sheet (name and email)
 - b. Introduction
- 2) Old Business: History
 - a. March 2006: 15 Postdocs invited to meet w/ Anastasio
 - b. 4 Postdocs continued meeting/planning
 - c. Formation of LANL-PDA announced in April 2006
- 3) New Business: Draft Structure of LANL-PDA
 - a. General Assembly
 - i. Membership: All Postdocs
 - ii. members in “good standing” (voting)
 - b. Committees: Chairpersons (Acting)
 - iii. Executive Committee
 - iv. Social Committee
 - v. Conversion Committee
 - vi. Communications Committee
 - vii. Policy Committee
 - c. Sign-up for Committees after meeting
 - viii. Chair (acting) will organize meetings within a week
 - d. Description of Committee Plans by Chairpersons (acting)
 - e. Questions and Comments
- 4) Adjournment

<http://www.lanl-postdocassoc.blogspot.com/>

Meeting Summary

Introduction: Jason Stairs (C-PCS) opened the meeting by giving an overview of the recent events leading to the formation of a postdoc association at LANL. He introduced Mary Anne With (Postdoctoral Program Leader), Mike Demkowicz (MST-8), Nate Mara (MST-CINT), and Fran Stephens (C-SIC). These five have had several small brainstorming sessions where preliminary ideas were generated for a postdoc association (PDA).

Tentative PDA structure: A PDA structure was proposed, but may be amended by the Policy Committee (see below).



Discussion of committees: Four committees were proposed: Social, Conversion (Careers), Communications, and Policy. The topics discussed for each committee are listed below. Each acting committee chair will convene a meeting of their committee during the next few weeks to discuss relevant topics and to form a plan.

Social Committee: contact Mike Demkowicz (<mailto:demkowicz@lanl.gov>)

- Goals: - Improve postdoc-to-postdoc “face time”
- Foster a postdoc community

- Tasks: - Division representatives pass info on “community events” (e.g. MSTea; C division postdoc seminar series) to Social Committee chair. Committee chair will forward info to Mary Anne With (MAW), who will then forward to postdoc@lanl.gov.
- Social events scheduled for 3rd Wednesday of each month. Los Alamos events will be at Central Avenue Grill (5:30 – 8 pm) and will feature Happy Hour prices on beverages. Santa Fe events TBD.

- Committee will eventually take charge for other social events that MAW had previously planned (e.g. pizza at Fuller lodge, postdoc picnic).

Suggestions from meeting attendees:

- We *must* find a way to better advertise events. Postdoc attendance is low at recent events.
- Pizza/refreshments at ALL meetings to help attendance.

Interested members:

Michael Demkowicz	demkowicz@lanl.gov	MST-8
Nathan Mara	namara@lanl.gov	MST-CINT
Laura Stonehill	lauracs@lanl.gov	P-23
Nenad Velisavljevic	nenad@lanl.gov	DX-2

Conversion Committee: contact Nate Mara (<mailto:namara@lanl.gov>)

Goals: - Clarify postdoc-to-TSM conversion process for postdocs career prep and for LANL admins hiring purposes

Tasks: - Identify recently converted TSMs who would provide a 1 or 2 page description of their experience

- Roundtable or panel discussions of recently converted TSMs
- Prepare pamphlet describing the “roadmap” to conversion at LANL

Suggestions:

- Put pamphlet in new postdoc info package
- Identify new TSMs who would volunteer for 1-on-1 mtgs, mentoring
- Determine how transition from UC to LANS will effect postdocs
- Rename committee “Careers Committee”
- This committee may become an avenue to interface with the division and directorate administration
- Get input from division and group leaders to “hear their side of the story” on conversion process
- Compile statistics on conversion. Put info on PDA web page.
- Sell a book of postdoc resumes to companies.

Interested members:

Nathan Mara	namara@lanl.gov	MST-CINT
Michael Demkowicz	demkowicz@lanl.gov	MST-8
Alicia Garcia-Lopez	acgl@lanl.gov	B-3
Joseph Hickey	jhickey@lanl.gov	B-3

Communications Committee: contact Jason Stairs (<mailto:jstairs@lanl.gov>)

Goals: - Advertise social events, professional events

- Maintain PDA website, blog

Tasks: - Design and maintain website

- Publicity
- Develop calendar of events (including upcoming PDA and non-PDA events)

Suggestions:

- Develop a monthly(?) postdoc orientation meeting. Or piggyback on other existing orientation meetings by sending a PDA ambassador.
- Develop info to include in postdoc offer package

- Task division representatives to meet new hires in their division (e.g. bring the new hire to the next social)

Interested members:

Jason Stair	jstairs@lanl.gov	C-PCS
Alicia Garcia-Lopez	acgl@lanl.gov	B-3
Fran Stephens	fhs@lanl.gov	C-SIC

Policy Committee: contact Fran Stephens (<mailto:fhs@lanl.gov>)

Goals: - Give structure to PDA, thereby giving PDA strength and focus to deal with administration

- Define internal PDA structure, thereby making PDA an efficient, effective, and fair representative of the postdoc community at large

Tasks: - Define executive board or other PDA “management”

- Define by-laws
- Write mission statement
- Create a public image for the PDA (e.g. logo w/ help of Communications Committee)
- Draft a preliminary budget

Suggestions:

- After structure is defined, meet less frequently (i.e. 1x/year) to amend by-laws as needed
- Get administrative “blessing” from Anastasio for PDA. Some postdocs are reluctant to get involved in new PDA because they’re afraid their PIs will view it as “skipping work.” MAW will send now to all PIs. Policy committee will send mission statement to Anastasio to get his endorsement.
- Change name of PDA to LAPA (Los Alamos Postdoc Association) or PAL (Postdoc Association of LANL).

Interested members:

Fran Stephens	fhs@lanl.gov	C-SIC
Jackie Veauthier	veauthier@lanl.gov	C-SIC
Rod Fry	rfry@lanl.gov	C-SIC
Joseph Hickey	jhickey@lanl.gov	B-3
Jason Stairs	jstairs@lanl.gov	C-PCS
Laura Stonehill	lauracs@lanl.gov	P-23
Nenad Velisavljevic	nenad@lanl.gov	DX-2