

## Meeting Minutes

<b>Committee</b>	Postdoctoral Affairs Advisory Committee	<b>Date</b>	Monday, February 13, 2012
<b>Facilitator</b>	Kim Pace	<b>Time</b>	Called to order at 3:00 P.M.
<b>Location</b>	239 Tigert Hall Provost's Conference Room	<b>Scribe</b>	Gaura Mcleod Office of the Provost
<b>Attendees</b>	Kim Pace, Teresa Balsler, Brian Harfe, Thierry Dubroca, Aaron Dossey, Sobha Jaishankar, Celine Baligand, Ashley Seifert, Gaura McLeod		

### Key Points Discussed

No.	Agenda Topic	Highlights
1.	<b>Review/approval of Minutes</b>	The February 3 <sup>rd</sup> meeting minutes were approved
2.	<b>Information:</b> Follow-up: UF Employees Staffing Pattern	The number of employees has increased . The number of students will increase due to the Innovation Academy, in Spring 2013. The number of Postdocs may or may not correlate with this.
3.	<b>Discussion:</b> Review of National Postdoctoral Association	<p>Kim Pace will be going to the annual meeting of the National Postdoctoral Association in March. She asked for feedback as to whether membership with the organization would be a good idea for UF. The institutional membership grants certain privileges such as access to resources, prizes and data along with discounts on event registrations. Affiliate membership is part of the institution membership package, but this does not allow for voting.</p> <p>There will be a link to the website of the NPA in the newsletter whether UF is affiliated with them or not . The possibility of postdocs attending the next NPA meeting on behalf of the office was discussed.</p>
4.	<b>Feedback on Postdoctoral Needs Survey</b>	The survey questions were discussed. The survey is not restricted to postdocs and can be forwarded to anyone fulfilling a postdoc type role at UF. The idea of an exit survey discussing mentoring and issues with the program was brought up. HR is thinking of implementing a survey along those lines, but the current survey is to assess current needs of UF postdocs.
5.	<b>Suggestions for Speakers, Postdoc Orientation Ideas, Tools for Entrepreneurial endeavors for postdocs</b>	<p>National Postdoc appreciation day was suggested as a possible time that an orientation could also be held.</p> <p>Ideas included daylong talks from speakers outside of academia (e.g. the editor of a highly rated journal), entrepreneurial and C.V. workshops, a dean from Santa Fe College to talk about hiring faculty for education not research etc.</p> <p>Facilitation of entrepreneurial endeavors amongst postdocs was discussed. A main concern was the diversity of the group and meeting their variety of needs. Lab space availability, workshops and an entrepreneurship award were discussed.</p>

	<b>Future meetings</b>	March 23 <sup>rd</sup> at 3:00 P.M.
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**Meeting adjourned at: 4:35 P.M.**

<b>Action Plan</b>			
<b>No.</b>	<b>Action Item(s)</b>	<b>Owner</b>	<b>Target Date</b>
1.	Attendance of the March 19 <sup>th</sup> IFAS grant writing workshop	Kim Pace	March
2.	Secure funding for four postdocs to attend the March 19 <sup>th</sup> IFAS grant writing workshop	Kim Pace	March