

	Agenda Item	Action
1	<p>Apologies</p> <p>Apologies received from Andy Aldersley and Marko Storch</p>	
2	<p>Minutes of the last meeting</p> <p>No issues</p>	
3	<p>EOC update</p> <p>Stephen Curry has taken over as Chair of the EOC and has been proactive at engaging with the postdoc community. Draft of email to send to PIs encouraging them to provide contacts within their community who were postdocs and who have now moved on to a different role to be approved. M. Marbiah to confirm that we will not be under obligation to utilise these names provided, but they could be useful for future events such as the symposium.</p> <p>Postdoc Recognition Award – currently no award specifically for postdocs within the department. Suggested that this could be linked to a teaching award. Theoretically could work through suggestions by PIs to nominate postdocs and the honours and awards committee could be involved in deciding the winner. Less to do with research and more to do with collegiality and a contribution to the Department for instance through teaching.</p> <p>Increasing the DoLS PDC presence – decided to trial a facebook group (which has now been set up: http://bit.ly/DoLSPDCFB thanks to D. Briggs).</p> <p>Utilise Imperial Broadcasting (Panopto) to stream events to Silwood Park. If this is something that we are interested in then this can be arranged. May be more useful for larger events such as the symposium as opposed to our smaller events.</p> <p>Update PDC website to include a link to the page of fellowships that is currently hosted on the Department website.</p> <p>Raised that with the increased workload it may be more beneficial to have multiple people serve on this committee. M. Marbiah to ask whether F. Angrisano can be included.</p>	<p>M. Marbiah</p> <p>M. Storch</p>

Question was raised as to increasing the BME employment and update levels and whether progress had been raised on this front. Colin McClure had been in contact with M. Marbiah about setting up a summer school. He was put in touch with Hugh Brady to discuss involvement.

4 **Staff meeting update**

Teaching syllabus is currently being revised with the intent to change it towards problem based learning. This may only work through the inclusion of additional postdocs who are willing to teach.

Imperial was awarded a Gold in TEF.

Health and safety spot checks have been undergoing and some issues were noticed that will need to be raised. More instructions to follow. Local leaders to be assigned (likely to be PIs) especially with regards to multi-lab usage where no one person is responsible.

Reminder no lab coats should be kept on the back of chairs, no cardboard should be left on the floor and headphones are not allowed in the lab.

Move to open up the academic staff meeting to an inclusive staff meeting. D. Briggs
Agreed we would provide an email with support for this to Anne Dell.

5 **Q&A sessions with the provost**

Awaiting minutes from Lenne Lillepuu and Provost James Stirling. Categories discussed at the meeting included PI-relationship management, food, communication, access for postdocs to UG courses, campus space issues, career progression. Two questions were submitted by Life Sciences postdocs, and both will be replied to.

R. Aw

Email to be sent to all postdocs once the meeting minutes have been published, highlighting that one of the questions was about recognition of teaching and the latest proposal to allow postdocs to be assistant supervisors.

R. Aw

6 **PRDP workshop**

Organised at the behest of the department, initially two sessions were organised. First session was not well attended, only 7 attendees (including 2 committee members). Lenne Lillepuu was unhappy to host due to such low numbers. As a result second session was cancelled (only 1 person signed up [another committee member]). If this session is requested to be run again by the Department the committee agreed this needs to be organised earlier in the year.

7 **Autumn workshop updates**

M. Marbiah has been in contact with Andrew Steele from Science is Vital who has agreed to talk at the session in September. M. Marbiah to confirm that he will be the sole speaker and the session can run from between 1 – 1½ hrs. The session can be interactive as opposed to just a lecture. P-C. Pang in contact with Corporate Partnerships. R. Aw following up with Imperial Innovations who agreed to host a session in October.

8 **Beer & pizza update**

Quiz cancelled due to poor interest. Question was raised whether we could have held drinks (without pizza) instead. R. Aw explained that part of the issue is getting people to register rather than just assuming things will go on irrespectively. Hopes that the Facebook group will help with this.

A. Grob has organised speakers until October, but will be on maternity leave from November. Require a committee member to take over this task in A. Grob's absence.

Website to be updated with posters.

M. Storch

A. Estacio Gomez suggested that it may be of interest to have other

speakers from different departments to talk. However, it was noted that the reason behind this was to offer postdocs from the Department of Life Sciences further opportunities to talk. Furthermore A. Grob identified that there may be issues finding appropriate speakers where the talks will be relevant and that due to a lack of engagement getting them to agree to talk would be difficult. However, if anyone does have a recommendation of speakers from different departments whose research may be of interest to those in DoLS then we would be happy to take nominators.

9 **Health & safety update**

Postdocs to be more responsible for health and safety. The Department has concerns that there are low numbers of health and safety incidents reported, especially near misses. The idea is to create an environment where it is encouraged to report near misses. F. Angrisano raised that upon having raised near misses before they were dismissed and not taking seriously. Furthermore there seems to be a disconnection between health and safety and the occupational health department who claim they are not responsible for lab instances. Suggested that PIs need to encourage reporting and there is a required change of lab culture. C. Vincent suggested having an open forum with Stefan Hoyle in order for postdocs to come and discuss safety issues.

C. Vincent

10 **Advertising the DoLS Postdoc Committee**

Chemistry have signs up to advertise the PDC and the Reps and A. Estacio Gomez wondered whether it was possible to do the same. Pointed out that we have multiple buildings, some which are shared by other users, and we have had instances in the past where this has created confusion. Instead it was suggested to create a powerpoint slide to be displayed on the screens in SEC and SAF.

A. Estacio
Gomez

11 **Research Strategy Meeting**

Change in name and organisation; however if invited to participate A. Estacio Gomez volunteered to replace Roya.

16 **AOB**

DoLS Postdoc Champion Robert Endres has offered to sit in on meetings. R. Aw to provide summary post meeting, and to invite him to attend the last half an hour of our meetings. Suggested that his name and information be included on the DoLS PDC website for people to see.

M. Storch