

## DoLS POSTDOC COMMITTEE

Friday 30<sup>th</sup> November 2018  
12:30 – 2:00pm  
G69 Sir Alexander Fleming Building

### Minutes

**Present:** Aulino Campos de Lima, Melina; Bradley, Rob; Estacio Gomez, Alicia; Grob, Alice; Witmer, Kathrin; Wright, Kate.

**Apologies:** Aldersley, Andy; Haghighat-Khah, Roya; Nowell, Reuben; Wei, Ba.

	Agenda Item	Action
1	<b>Apologies</b>	
2	<b>Minutes of the last meeting</b> No issues	
3	<b>Social Media Update.</b> R. Bradley has updated the website with the last changes, he will also add the new members to it. New members can have their personal pages linked to it. R Bradley is also adding the Pizza and Beer event in the Facebook Committee Group, and also setting up an online submission form to participate in the Pizza and Beer talks. It will also include the possibility to write a short summary of their work, in a blog series style. At the Open Forum it was suggested whether an embedded calendar could be added to the website with the most relevant events of the Committee. The members need to take an updated picture. A Estacio Gomez will organise a Doodle poll.	R. Bradley
4	<b>Pizza and beer update.</b> M Aulino Campos de Lima is taking over the organization of the Pizza and Beer, contacting the speakers and running the event on the day. A Estacio Gomez will continue ordering the pizzas, and help with the setting up of the room. Other members of the Committee are asked to step in in case M Aulino Campos de Lima cannot make it one day. There are potentially speakers for January and February.	M. Aulino Campos de Lima, A. Estacio Gomez.
5	<b>Equality Diversity and Inclusion Committee Update</b> R. Haghighat-Khah is not present. A Estacio Gomez has approached the Department to enquire about Postdocs information of the last survey. In the next meeting we will discuss on whether to run our own survey among the Postdocs of the Department.	R. Haghighat-Khah, A.Estacio Gomez

- 6 **Silwood Park update**  
Neither A Aldersley nor R Nowell are present.
- 7 **Future events update**  
PDFC is organising a Christmas event, members are encouraged to attend and distribute the information. All members  
We decide on organising the 3<sup>rd</sup> Postdoc Symposium, the initial date is Thursday 4<sup>th</sup> April 2019. A Estacio Gomez will start the initial arrangements (booking or rooms, contact possible keynote speaker). K Witmer suggests to do a speed dating/collaboration activity instead of hosting a panel. Someone needs to volunteer to liaise with the Companies Reps.
- 8 **DoLS Undergraduate teaching committee**  
W Ba has had a meeting, she will report back in the next meeting. W Ba
- 10 **Infrastructure and Facilities Committee**  
A Grob has had a meeting, in it they made a list to prioritise required equipment for the Department. A Grob
- 11 **New members**  
K Witmer and K Wright have joined the Committee. K Witmer will sit in the Health and Safety Committee, and K Wright in the PFD Committee. A Estacio Gomez will make the proper membership arrangements. A Estacio Gomez
- 12 **Terms of Reference discussion**  
Due to the fact that not all members are present, we postpone this discussion, but it is highlighted that we should extend the amount of time that members can stay in the Committee, it is currently a maximum of 3 years. All members
- 13 **AOB**  
none