

DoLS POSTDOC COMMITTEE

Tuesday 17th May 2016
12 – 1:30pm
213B Sir Ernst Chain Building

Minutes

Present: Aw, Rochelle; Grob, Alice; Haghighat-Khah, Roya; Matias, Miguel; Rama McCrorie; Mombrikotb, Shorok; Storch, Marko

Apologies: Briggs, David; Marbiah, Masue; Pang, Poh-Choo; Yu, Joe

Agenda Item	Action
1. Apologies Apologies received from David Briggs, Masue Marbiah, Poh-Choo Pang and Joe Yu	
2. Minutes of the last meeting No comments	
3. Matters arising from the last meeting No matters arising	
4. Representative from Silwood Park We are happy to announce that Shorok Mombrikotb has agreed to join us as the second member of the committee from Silwood Park. We would like to welcome her to the committee.	
5. Beer & Pizza update Much lower attendance at the last event than previously, approx 20 people. 8 feedback surveys were completed, most of which is positive. Results of the survey have been loaded on to Sharepoint. Repetitive theme that came up was to change the time slot to be at a later date. For May 5pm-6pm will be tried out (on condition that the speaker is available for this time). We have decided not to take a summer break, unless the date clashes with the academic staff meeting at Silwood Park (See item 16)	A. Grob
6. Surveys Based on the surveys it appears the community would like an increase in technical workshops. Therefore a survey monkey will be sent out to postdocs to determine interest, for instance in a “bring your own stats” workshop, or perhaps a FILM related workshop. This event would be scheduled for the autumn term. Draft survey to be designed and approved by Lenne. Should attempt to make it different from what the PDC offer (R.A to send list regarding courses offered by PDC).	R. McCrorie R. Aw

- 7

Newcommer's coffee morning update

After the suggests from the last meeting R.A discussed with Lenne whether to change this to a lunch event, continue as a coffee morning (with low attendance) or cancel this event. For the time being we have decided to suspend the coffee morning events. Emails will be sent to all newcomers welcoming them to the department, with information and links and telling them about events we organise as a postdoc committee.

R. Aw
- 8

PRDP Pop-Up Event -May

P.P absent to give update, but R.H updated that approximately 5 people attended.
- 9

Website

M.S now has license to make changes to the website. Any suggestions please contact him. Requested to change the Research Strategies page to include links to fellowship details. Marko will update and send around to everyone to get opinions.

M. Storch
- 10

Speed Mentoring

J.Y is still working on this looking to book a room on either 20th or 27th June for 7th Floor SEC.

J. Yu
- 11

Parliamentary Visit

Unfortunately R.H has encountered difficulties in arranging this, and without an exorbitant amount of time investing in it at present this trip does not seem feasible
- 12

Provost Q&A Session

R.A attended the session with the Provost and provided an update on the activities that the DoLS PDC are undertaking to engage with the community. In particular it was raised that each department should have a Postdoc Champion, who is a member of staff who will take issues that the committee raise to the department. R.A to liase with Lenne regarding possibilities as it was felt this should come from the department directly.

R. Aw
- 13

Research Strategy Committee update

R.H provided update on the meeting. For anyone interested please contact Lenne Lillepuu for minutes.
- 14

Postdoc Handbook update

R.H has requested help in organising this. M.C has agreed to help. It was suggested that R.H load up the working document to Sharepoint so that everyone can look at it and give advice. M.M and S.M offered to give input from the Silwood Park perspective.

All
- 15

Health & Safety update

R.M will be attending a health and safety meeting this month. R.M also met with Alison Hunter from SAF to discuss requirements of the postdoc community. Any issues should be passed on the R.M.

R. McCrorie
- 16

Silwood Park

One issue that was raised when asking postdocs for questions for the Provost was that staff at Silwood Park feel neglected and left out. Karen Hinxman from the PDC has offered to give relevant training sessions at Silwood Park so that they feel more included. M.M and S.M to look at PDC list and perhaps uses a survey to find out what training courses they would like to organise.

M. Matias,
S.
Mombrikotb

In 1st DoLS PDC meeting we discuss arranging a visit to coincide with the academic staff meeting to take over any postdocs who were interested on the buses and allow them to see Silwood and meet other postdocs. Liaise with Lenne regarding feasibility of this.

R. Aw

Questioned whether it was possible to arrange a shuttle for postdocs from Silwood to South Kensington for specific workshops, e.g. 10 people are interested in attending the same workshop. Lenne to be consulted.

R. Aw

Investigate the potential of organising events specifically at Silwood Park, to mirror what is done at South Kensington (i.e. Beer & Pizza) to create more of a community feel. Determine what events would be interesting to postdocs and liaise with Lenne.

M. Matias,
S.
Mombrikto,
R. Aw

17 **AOB**

S.M requires access to Sharepoint

R. Aw

Date of the Next Meeting

TBC