

DoLS POSTDOC COMMITTEE

Wednesday 16th June 2021

15:00 – 16:00

Virtual teams meeting

Minutes

Present: Mark Hintze, Rob Bradley, and Alice Banks.

1. Minutes of last meetings: no issues

2. Equality ,Diversity and Inclusion committee update: Alice raised the job level review process and how it has been closed since the pandemic began and there is no clear timetable for this to be reopened for post docs. Action: Alice has already followed and informed that more information would be available in the summer – we will ask for further information on opening this process. Questions still remain around the form of the culture committee and its role – the EDI may switch to focusing on Athena Swan goals.

3. Health and Safety committee update: There is a lot of concern around the amount of students in the labs and how this is impacting COVID safe rules. Another concern raised was the Air quality on the 4th floor of SAF which is impacted by the cooking exhaust from the kitchens in the SAF café.

4. Research/infrastructure committee's update: Alice updated us that the internal review process was to set up and a deadline was proposed for august to allow time for internal review of grant applications. This appears to be for larger grants than initial post doc level applications. However, Richard bowman has offered to be available for helping post docs with their grant applications and would like to advertise this service. Action: Inform post docs in DoLS that Richard can help with applications and grant funding. In future run a session where Richard can show post docs his role in grant applications.

5. PFDC committee update:

The signing of the concordat was raised, a new leadership program for post docs and improvement of PI support roles to post docs were also raised for implementation. Congratulations to Rob for getting a Wings for Ideas grant from the PFDC! As well as other members of the department – Roya Haghighat-Khah.

During the PFDC meeting it was raised that HR had been poor in their communication around end of contracts and contract extensions. Often leaving extension notices to the very last minute or in some cases beyond the end date of contracts. In response we asked DoLS post docs if they had similar experiences – we found this was the case. ~90% of post docs who responded informed their contract would be extended had not received official confirmation from HR. Post docs were also unaware of process such as the 30 day redundancy program and where to find fixed term contract information and relevant HR contacts.

Action, raised at staff meeting and to the dean of the faculty Richard Craster. He will take this directly to HR.

6. other issues:

Improve communication with Post Doc community, sent around a condensed email of the minutes with a link, do this after every PDC meeting. We decided we should hold these more regularly and have them every 6-8 weeks. We will also hold a drop in session 2 weeks after the email to allow comments to be made. Try to find out when in person meetings might happen. Continue to grow the weekly coffee morning – Wednesday at 11.

Next PDC meeting: 3/4/5th of August 2021