

**DoLS PDC meeting minutes**

Monday 9<sup>th</sup> January 2023  
10:00-11:00  
SEC 319

**Invited: Mark Hintze (MH), Alice Banks (AB), Tom Kim (TK), Julia Sanchez Garrido (JS), Henry Taunt (HT)**

**1. Apologies for absence**

Mark Hintze

**2. Election of Chair**

AB was proposed and elected as the new Chair of the DoLS PDC. The committee decided that other roles (beyond sub-committee memberships) would not be assigned whilst the PDC was still relatively small; instead, responsibility for organising and helping at postdoc events would be agreed in meetings on an *ad hoc* basis.

**3. Minutes & actions from last meeting**

Speakers recruited for FoNS Showcase.

**4. Committee updates**

**a. Equality, Diversity & Inclusion (AB)**

An Athena Swan (AS) Champion (Christina Banks-Leite) has been appointed to lead the preparation of the next AS application. EDIc members will be contributing to preparing the 2024 application, including taking part in a self-assessment panel.

**b. Health & Safety (MH)**

No update

**c. Research Strategy & Fellowships (JS)**

The responsibilities of the new committee were defined. This included putting together a list of honours and awards that department members are eligible for so that staff can be encouraged and supported to apply. Support will not be provided to postdocs applying for Fellowships which require a host lab as the application support should come from the host lab. MRC applications will

not be supported as it was felt that sufficient support for these applications is already available in the department.

**d. Space, Infrastructure & Facilities (TK)**

No update

**e. PFDC Reps Network (HT/JS)**

No update

**f. FoNS Reps Network (MH/AB)**

No update

**g. Culture Committee (MH)**

It has been proposed that coffee mornings move to the refurbished common room in SECB (7<sup>th</sup> floor). Members of the committee feel this should be in addition to the Wednesday coffee morning in SAFB, and ultimately all three DoLS buildings should have a weekly event (taking place on different days).

**h. Seminar Committee (TK)**

The PDC agreed that the recently disseminated DoLS seminar schedule does not adequately showcase departmental research as all seminars (bar one) will be from external speakers. For the time being, the PDC will continue to host the Pizza & Beer sessions to offer postdocs the opportunity to present their research. If the situation regarding departmental seminars does not improve then the PDC will raise their concerns with the HoD later in the term.

**5. Events for 2022/23**

**a. Pizza & beer talks (HT/JS)**

No further volunteers have signed up on the spreadsheet. JS and HT will plan for an event on 26/01/23 and HT will present if an alternative speaker cannot be recruited.

**Action:** All Reps to speak to postdocs in their labs/offices/floors and encourage sign-up to P&B sessions.

**b. Faculty Postdoc Showcase (MH/AB)**

Four DoLS abstracts were submitted for the Showcase, but submissions were lower from other departments. All submitted abstracts will be accepted for the Showcase.

**Action:** All Reps to speak to postdocs in their labs/offices/floors and encourage sign-up to the Showcase. AB to put up posters in department and contact mailing list closer to the deadline.

**c. Speed-networking**

This was a successful event run both prior to the pandemic (in-person) and during (online). The PDC would like to repeat this event but will plan to do this later in the term or during the summer term.

**6. Review DoLS PDC Terms of Reference**

Terms of Reference were last reviewed in 2016 so it seems timely to review and update the document.

**Action:** All Reps to read over the Terms of Reference on the DoLS PCD webpage to discuss any changes at the next meeting.

**7. AOB**

None

**8. Next PDC meeting**

Monday 6<sup>th</sup> February - 10am, SECB 319