

11/14/2000 PSA meeting

Start: 12:05

End: 13:07

Number of participants: 7

1. Minutes from last meeting approved;
Handed out agenda;
2. The Graduate Council Subcommittee "Academic Planning & Development" will meet on 11/15. PSA representative Christine Hotz reported that the revision of PostDoc manuals are on that meeting's agenda:
Currently, there are two UCD PostDoc manuals, the UCD Policy & Procedure for Postgraduate Studies (including "PostDoctoral Scholars"), and the Manual for Visiting PostDocs. Upon reviewing these existing manuals, Christine noted that
 - i. The definitions of different PostDoc categories (regular vs. visiting) were vague/insufficient and require clarification;
 - ii. A revision of PostDoc manuals would only be productive IF revised manuals are in fact distributed to PostDocs, faculty mentors/sponsoring faculty, and Departments;
 - iii. In the following discussion PSA decided Christine should suggest to the Grad Council Subcommittee that PSA look at/comment on revisions before their approval. Here, special attention should be paid to
 - a. fusion of the two manuals
 - b. standardization of PostDoc policies for all categories
 - c. potential future use of manuals (circulation)
 - d. wording of the manuals: should be addressed to PostDocs AND faculty
 - e. clarification of terms "faculty sponsor" and "mentor"

Furthermore, PostDoc enrollment/approval process should be standardized. At this point, an official PostDoc enrollment form does exist, but it is not clear (1) where these forms ultimately go (i.e. where are they administered), (2) if all incoming PostDocs in fact fill out an enrollment form, and (3) who in the Department distributes/archives/processes these forms.

PSA invites all UCD PostDocs to provide feedback on this issue of PostDoc manual revisions, and possibly participate in the revision process!

3. The next Graduate Council meeting comes up on 11/21: PSA representative Tom Peavy reported on the planned agenda "PostDoc Association funding":
As of fall 1998, a report from the Council of Graduate Deans on PostGraduate Education suggests to generate PostDoc funding through

- i. an annual appointment fee for PostDocs, paid by the faculty mentor, or the Department
- ii. potential allocation of monies from central campus administration (here: Graduate Studies)
- iii. the "Dean responsible for PostDocs" (here: Dean Gonzales)

Tom Peavy subsequently suggested approaching Dean Gonzales about potential PSA funding. In the following discussion, we identified several current & possible future PSA expenses; these are listed below, in order of \pm decreasing priority. The total annual costs of these expenses was estimated at about \$2,000–3,000.

- a. \$35.00 annual fee to register PSA as an organization
 - b. costs of a campus-wide quarterly/semi-annual social PostDoc gathering (to welcome new PostDocs, etc.)
 - c. publishing costs of a welcome-guide/information booklet for incoming PostDocs
 - d. copying fees for PSA flyers, hand-outs, etc.
 - e. refreshments offered at PSA meetings
 - f. invited-speaker series hosted by PSA
 - g. part-time (full-time?) staff person to administer PSA affairs.
4. Our next PSA meeting was tentatively scheduled for Thursday, Dec. 7th 2000 at 12:00 noon. Location will be announced.