**PDA Meeting Minutes**

08-18-15

Members Present:

* Randie Bundy
* Mattias Cape
* Luke Trusel
* Janet Fields
* Holly Moeller
* Yogi Gidhar
* Lilah Glazer

Agenda:

1. Discuss the various roles of the new members
2. Find dates for:
	* The Postdoc Appreciation Week Picnic
	* Postdoc Symposium
3. Decide which members will be on each committee that needs a postdoc representative

Meeting Discussion:

1. Roles for new members are listed below:

Current Members and Duties:

*Holly Moeller-*

Biology, Secretary

*Mattias Cape-*

PO, Webmaster

*Randie Bundy-*

MC&G, President

*Yogi Gidhar-*

AOPE, Listserv Manager

*Luke Trusel-*

G&G (replacing Alicia)

*Alicia Cruz-Uribe-*

G&G

*Ashlee Lillis-*

At large (Biology), Treasurer/Beer Czar

*Nick Beaird-*

At large (PO), Vice President

*Lilah Glazer-*

At large (Biology), Calendar Administrator

Committee Members and Alternates:

*Women’s Committee* (Chair: Danie Kincade; dkinkade@whoi.edu)-

Lilah Glazer, Randie Bundy (Alternate)

 *Diversity Committee* (Chair: Stephanie Murphy; samurphy@whoi.edu )-

Mattias Cape,

*International Committee* (Chair: Andrew Daly; adaly@whoi.edu)-

Yogi Gidhar,

*Ed Council/Ed Assembly Committee* (Chair: Valerie Caron; vcaron@whoi.edu)-

Nick Beaird, Luke Trusel (Alternate)

*Gender Equity Committee* (Chair: Dan Lizeralde; dlizarralde@whoi.edu)-

Holly Moeller,

2. Dates of various events:

* The Postdoc Appreciation Week Picnic- Sept 10th (Thurs), 4pm
	+ Postdoc Coffee Hour- Sept. 22nd (Tuesday), 2pm-
		- Location: Alvin high bay
			* Mattias will contact Bruce Strickrott (strickrott@whoi.edu) to see if possible
			* LOSOS building on Quissett campus as a back-up
	+ Postdoc Happy Hour- Sept. 25th (Friday), 5pm
		- Special wine tasting and cheese happy hour
* Postdoc Symposium- October 15th (Thursday), 8am-7pm
* Location: National Academy
* Holly will send save the date email with a summary of the dates above

Action Items:

* Randie will notify the chairs of each committee above who the new postdoc members are
* Holly will send a “Save the Date” email with the dates above
* Mattias will contact Bruce Strickrott to see if the Alvin will still be around for a postdoc coffee hour in September
* Need to check with Nick if he is Vice President or President or Beer Czar