

WHOI Postdoctoral Association

MINUTES OF MEETING NO. 21

Thursday, February 14, 2008

Caryn House

Committee members present:

Sébastien Bertrand, Chip Breier, Tom Farrar, Breea Govenar, Ryan Jackson, Joanne Muller, Michelle Portman.

Other representatives present:

Janet Fields (Postdoctoral Coordinator/Academic Programs)

1. Performance evaluations and feedback for postdocs

There was more discussion of a potential protocol for feedback to postdocs as part of the annual review process. Janet reported that, according to Jim Yoder, the PDA should write a proposal for presentation at one of the meetings of the department chairs. Since the chairs run the review process, any proposed policy for postdoc evaluations and feedback should be discussed with each department chair prior to presentation of the proposal. We discussed the possibility of proposing that *some* process for feedback to postdocs be instituted in each department, leaving flexibility for the individual departments to implement a process that can be dovetailed with the existing departmental evaluation process for other faculty and staff. Joanne volunteered to draft a proposal to be reviewed and discussed by the PDA.

2. Postdoc email newsletter

The planned postdoc email newsletter was discussed. There was almost no response by postdocs to the call for material sent out in January. (Two PDA members and one other postdoc provided material.) We agreed to put together a newsletter for distribution to the PDA for comment, with the plan of distributing to all postdocs the week of February 25.

3. Ryan Jackson leaves PDA; Chip Breier joins PDA

This was Ryan Jackson's final meeting before leaving for his new job. Chip Breier replaces Ryan as AOPE PDA representative.

4. Social events for postdocs

The next postdoc coffee hour will be hosted by Michelle on March 19 at 1:00 PM in the Marine Policy Center. We will also try to organize a wine tasting event so that Susan Avery can attend and meet with postdocs.

5. Committee reports

Joanne reported on the activities of the Summer Ball Committee, which has not yet had its first meeting. Their goal is to organize a formal ball to facilitate interaction among WHOI employees, with a nominal target date of mid June. Chip will be the representative to the Work and Family Life Committee. Tom reported on the general activities of the Diversity Committee.

Meeting closed.

(Minutes recorded by Tom)