

UCLA Postdoctoral Scholar Advisory Council (PSAC)
Meeting Notes
Thursday, March 12, 2020

Attendees: Iriss Brion, Louis Gomez, Renate Lux, Portia Mira, JoAnn Roberts, Nanthia Suthana, Lynn Talton, Daniel Wong, Yuting Wu

MEETING SUMMARY

1. What will be the council's objectives for this year?

- a. Increase postdoc engagement and attendance rate for postdoc orientation
 - 1 Send postdoc orientation invitations to postdoc admins/HR and mentors to increase orientation attendance
 - 2 Move postdoc orientation online and make it available to all postdocs
 - 3 Department HR, PIs and mentors need to encourage incoming postdocs to attend the orientation and include this as part of the onboarding process
 - 4 Schedule orientation on a different day to capture more audience
 - 5 Find the common need of both south and north campus postdocs
 - 6 Include resource information for international postdocs, such as J-1 visa information, the possibility of UCLA supporting work visas, ESL courses, and etc.
- b. Mentorship Program for postdocs
 - 1 For example, a 5th-year postdoc can be a mentor to new postdocs.
 - 2 Group setting
 - 3 Mentors can offer workshops to new postdocs, and they will receive a mentoring certificate (and put on their CVs)
 - 4 Graduate Division would like to offer a robust mentoring program to postdocs and faculty members
- c. How to provide 1:1 writing support for postdocs?
 - 1 Yuting, Daniel, and Nanthia will schedule a meeting with Marilyn Gray (Graduate Writing Center Director) and talk about the possibility of offering 1:1 writing appointment for postdocs (action item #3)
 - a Nanthia might have funding for this project
 - 2 We need to find out what our peer institutions are doing to support their postdocs? (action item #2)

2. Discussion Topics: attendees had free-form discussions about the topics below.

- a. COVID-19
 - 1 Lynn is working on a message that will go out to SOM postdocs
 - a You can find the message here:
<https://mailchi.mp/cf06942a2c68/covid-19-and-postdoctoral-training>

3. Future discussion topics:

- a. How to track sick and vacation leave for postdocs

ACTION ITEMS

1. Graduate Division will reach out to department HRs and postdoc mentors and ask them to encourage their postdocs to attend the orientation
2. Portia will reach out to PDA groups on other campuses and see how they are supporting their postdocs
3. Graduate Division will reach out to Marilyn Gray (Graduate Writing Center Director) and talk about the possibility of offering 1:1 writing appointment to postdocs