

## PdOC Society

Minutes 13 May 2015

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Minutes of the meeting held at The Postdoc Centre, 16 Mill Lane at 6pm on Wednesday 13 May

**Present:** Maya Ghossaini (President), Nicky de Battista NdB (Treasurer), Joy Warde (Secretary), Alice Hutchings, Brian Krummel, Paul Bennett, Tariq Masood, Paul Coxon, Marko Tainio, Nicky Blanning NB, Natalia Bulgakova NBu,

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1. **Apologies:** Jean-François Mercure (Vice-President), Clare Simpson, Johannes Hjorth, Antonis Kanellopoulos, Severine Mollard, Adina Feldman
2. **Minutes** – minutes of the meeting held on 22 April (**2015\_04\_22 minutes**) were approved as an accurate record.
3. **President's Report (MG)**
  - 3.1. MG summarised the current status of the preparations for the 2015 AGM, including details of committee members who were likely to stand again at the 2015 AGM (**PdOC 2015 AGM planning**). MG reminded all committee members who wish to be re-nominated to complete a nomination form and return to JW before 5pm on 9 June.  
**Action: all to complete nomination form if re-standing for ctte.**
  - 3.2. The ctte has received several expressions of interest for treasurer, welfare officer and vice-president posts.  
**Action: Individual committee members to follow up to encourage new postdocs to stand for committee positions.**  
There is currently no interest in the events and researcher development roles.  
**Action: BK/AH to talk to events sub-ctte to see if there is any potential interest.**
  - 3.3. The following written reports are due in advance of the AGM: Annual Report, Treasurer's report and mailing list analysis.  
**Action: JW to draft annual report**  
**Action: NdB to draft financial report and liaise with NB for sign off.**  
Payments for the PdOC garden party will straddle the old and new financial years. Agreed to carry forward income from Garden Party for new treasurer to account in 2015/16.  
**Action: PC to analyse the mailing list subscribers**
  - 3.4. AH reported that invitations have been sent out to all Heads of Colleges and Heads of Department for the PdOC garden party, which is planned immediately after the AGM.
  - 3.5. MG and JW reported on the current USS consultation with individual USS members. There are substantial proposed changes to the USS. The ctte agreed that this was an important issue and PdOC had a role to remind mailing list subscribers about the USS consultation.  
**Action: JW to draft extraordinary email to PdOC mailing list and send to AF, AH, MG for comment.**  
**Action: PB to send out extraordinary message.**
4. **Treasurer's Report (NdB)**

4.1. NdB provided a written summary of the PdOC accounts (**PdOC statement 15-05-10.pdf**). The current effective balance currently stands at £5916.72.

NdB reported that the transfer to Barclays Bank was now complete. The Natwest account will be closed and all remaining funds transferred to the new account.

## 5. PdOC Constitution Update (AF/JW)

5.1. The ctte agreed the proposed changes to the PdOC constitution

(**PdOC\_constitution\_prop\_changes\_2015\_final**), with one minor amendment to 5a. The word 'call' will be replaced with 'hold'. The AGM will vote to accept/decline the new constitution.

**Action: JW to publish on PdOC website and make paper copies of changes available for AGM.**

## 6. University Council and the Roll of Regent House (JW)

6.1. JW had no update to report from OPdA.

The committee had a wide-ranging discussion on how to push forward this agenda item. A core aim of PdOC is to increase representation at all levels within the University, Faculty and Departmental structures. The ctte largely agrees that postdoc membership on the Roll of Regent House is far from ideal and is driving to include RAs and SRAs on the Roll of Regent House. The fundamental question is how can PdOC most effectively affect change?

The ctte agreed to produce a summary of the current situation (facts paper) for dissemination at the AGM. The aim being to raise awareness of this issue of RAs/SRAs and the Roll of Regent House and University decision making. The ctte agreed that the new 2015/16 will call an EGM to vote for a resolution of this issue.

**Action: AH to work with JW/AF to produce a summary of the current situation to be added to the AGM agenda.**

## 7. Events report (AH / BK)

7.1. BK and AH summarised the previous and upcoming PdOC events (**15\_05\_13 PdOC events summary**).

7.2. BK and NBu reported on the success of the dinners at Leckhampton. Rev. James Buxton, Warden of Leckhampton has been incredibly supportive of the work of PdOC. Unfortunately, due to building work, the Hall at Leckhampton will not be available for next year. Many thanks to NBu for organising the lecture series and the P&B events.

**Action: BK/NBu to write to Rev. James Buxton to express thanks from PdOC committee and investigate if there was any venue on the main College site which would be suitable for 2015/16**

## 8. PdOC branded items (JW)

8.1. PdOC Scarves.

**Action: JW to liaise with PC to start the sale**

8.2. Business Cards

JW circulated an initial design for a PdOC business card. Ctte agreed to add the Postdoc Centre address to card.

**Action: JW to obtain quotes/design for**

**- single sided business card (University template)**

**- double sided business card (University template on one side, full colour picture on reverse)**

8.3. Retiring ctte member memento

Ctte agreed to present these to retiring committee members only. The paperweight will be personalised

with name and years served.

A PdOC committee photograph was also suggested as a memento. Need to take suitable photo at AGM.

**Action: JW to arrange production for presentation around time of AGM**

## **9. AOB**

- 9.1. MG cannot attend the next OPdA steering ctte on 11 June (11-12.30) and OPdA management ctte on 21 May (10.30-12.00). PdOC has 2 spaces on the OPdA management ctte which have not been filled over recent meetings.

**Action: AH to attend the steering ctte on 11 June**

**Action: AH to attend management ctte on 21 May. MG to ask AF if she can attend to fill 2<sup>nd</sup> place (assuming that JFM is not attending). If AF is not available then PB can attend.**

- 9.2. NVS has requested more help with joint family events.

**Action: JW to arrange a meeting with Jane Luzio (incumbent NVS Director) and CS.**

## **10. Date of future meetings –17 June**