



MINUTES, 19 OCTOBER 2016

Present: Adina Feldman (President) **AF**, Paul Coxon **PC** (Vice-President), Nicky Blanning **NB**, Paul Bennett **PB**, Alexia Cardona **AC**, Laura Fachal **LF**, Ghina Halabi **GH**, Stephen Kell **SK**, Susanne Lager **SL**, Alessandro Rossi **AR**, Carl Spickett **CS**, Sarah Steimer **SS**, Joy Warde **JW** (Secretary).

Apologies: Marta Costa **MC**, Alice Hutchings **AH**, Arne Jungwirth **AJ**, Lori Turner **LT** (Treasurer) Tariq Masood **TM**, Elizabeth Savage **ES**

Invited: Kristen Klebba, OPdA College Affiliations Project Officer (items 1-5)

Meeting chaired by: AF, minutes taken by: JW.

1. **Apologies:** Marta Costa **MC**, Alice Hutchings **AH**, Arne Jungwirth **AJ**, Lori Turner **LT** (Treasurer) Tariq Masood **TM**, Elizabeth Savage **ES**

2. **Minutes**

The minutes of the meeting held on 14 September (**2016_09_14 minutes.docx**) were approved as an accurate record.

3. **Declarations of Interest**

None

4. **Co-option of Marketing Officer (JW)**

The position of Marketing Officer was vacant after the 2016 AGM. A nomination has been received from Carl Spickett to be co-opted on to the PdOC committee to fill this need (**PdOC Nomination form 2016_Carl Spickett.docx**). Proposed: AF, Seconded: PC. The committee agreed and Carl was welcomed to the committee.

5. **Update from OPdA College Affiliation Project Officer (Kristen Klebba)**

AF welcomed Kristen (KK) to the meeting. KK outlined the OPdA's approach to stimulate activities to encourage integration of postdocs into collegiate Cambridge. £60k funding has been provided by the RDC. Participating Colleges will receive £2k per College for 2016/17 with a view to an additional £2k for 2017/18. 20 Colleges are currently engaged with the scheme. This builds on a previous RDC scheme from 2013-2015 which generated over 100 new affiliations for postdocs.

A new postdoc Colleges network has been created which will meet twice per year to share good practice. KK was interested to discuss how postdocs contribute to college life. As with any other member of the

College, postdocs contribute to teaching, mentoring, admissions etc. Intellectual integration into the fabric of the College was a common theme. Issues around participation barriers and application routes were discussed. KK suggested that the integration of postdocs into Colleges was still in its infancy and would take time to mature. KK welcomed any direct communication between PdOC and Colleges and suggested that this communication be in collaboration with the Director of Postdoctoral Affairs.

RDC scheme 2015-16 letter - TEMPLATE.pdf (circulated to PdOC in March 2016)

College affiliations report.pdf (circulated to PdOC in March 2016)

Colleges Data collection template Sept 2016.docx

6. College affiliations and PdOC (AC)

AC outlined a 3 threshold model for postdocs in Collegiate Cambridge (**The 3-threshold model for postdocs in collegiate cambridge.pdf**). There followed a wide ranging discussion including application routes (annual competitions vs personal nominations, effective advertising, affiliation types and benefits)

Action: AC to convene a working group on College Affiliations. Email invitation to all committee. SK, SS and AF expressed an interest in joining.

7. President's Report (AF)

7.1. AF thanked ctte members for their contribution to the remarks on the Board of Scrutiny Report (<http://www.admin.cam.ac.uk/reporter/2016-17/weekly/6440/section10.shtml#heading2-21>).

7.2. AF reported that she had received a response from Faculty of Clinical Medicine re. the PdOC letter to encourage faculties to add all postdocs to their list of faculty members proposed for the Roll of Regent House. All SRAs will now be added to Regent House membership at the Clinical School. Total membership from Clinical Medicine has increased from 664 (2015) to 720 (2016).
The Clinical School Faculty Council has also added a postdoc representative.

7.3. AF reminded the ctte that she is the East of England rep on the UKRSA and provided updates on UKRSA activity including an upcoming parental leave survey and support from researcher developers. UKRSA also interested in concept of a Cambridge postdoc appreciation week.

7.4. MC is leading on the European postdoc initiative.

7.5. AF and PC reported on the recent Royal Society meeting of Early Career Researchers. The aim of the meeting was to inform policy work of the Royal Society. Attendance was 90-100 postdocs with around 60% from Cambridge/Oxford/London. Meeting also attended by some senior academics, Wellcome Trust and Nature. Issues discussed included changes to the REF process, Career frameworks, career progression. AF and PC were unsure of the final outcome from the meeting but tentative suggestion of a follow up meeting of ECRs potentially in Cambridge. AF reported an offer of financial support from OPdA.

Action: AF to convene a working group to explore options. AR, SS expressed interest.

NB left meeting

7.6. EGM has been set for 19 January. Primary purpose is to adopt the GU paper to support the new Graduate Union constitution. Also potential of making some technical updates to PdOC constitution. There was no agreement on which PdOC constitution updates would be made in January vs at the

AGM in June.

Action: AF to send a hold the date advert to PB/LF for newsletter

Action: JW to add EGM agenda to November ctte meeting agenda

7.7. AF and PC have been invited to meeting with the VC on November 3. AF would welcome suggestions of agenda items for that meeting.

8. Treasurer's Report (LT)

8.1. LT provided a written summary of the PdOC accounts (**PdOC_main_accounts_20161018.pdf**). The current effective balance currently stands at £6978.17.

9. PdOC Constitution updates (AR/SK)

AR and SK outlined a proposal to update the 'postdoc' definition in section 3 of the PdOC constitution (**2016_10_19 PdOC Agenda.docx**). There was no consensus on a definition of postdoc. There was general consensus that the definition in the constitution should be edited to ensure that non University employed postdocs do not feel excluded. This may only require a slight alteration to the wording. In addition a ctte working definition of a postdoc could be proposed to give detailed definition of a postdoc with specific inclusions and exclusions where appropriate. This would not be a formal part of the constitution but the constitution could refer to this working definition.

Action: AR and SK to bring an updated proposal to a future committee meeting.

10. GH raised the issue of visa and relocation costs for non-EU postdocs. This issue had been raised in the last OPdA Management Committee.

Action: JW to add this topic to the agenda of the next PdOC ctte meeting with Director of Postdoctoral Affairs.

11. Events Report (SS,SK)

SS and SK reported a slight reduction in numbers of PdOC events.

Action: All to refer any interested postdocs to events sub committee

Action: All to push the advertising of the Leckhampton dinner and talks

12. AOB

12.1. Next meeting of the ctte will be at the Postdoc Centre at BMC, 6pm. Julie Menke is offering a PdOC ctte induction from 5.30pm. Any ctte member who would like to be inducted please arrive promptly at 5.30pm

12.2. Clinical School Postdoc Committee AGM is on 26th October.

Action: PB (if available) volunteered to attend on behalf of PdOC

12.3. The next OPdA postdoc induction is on 7 December

Action: CS (AM session) and SK (PM session) will present on behalf of PdOC.

12.4. Family event is on Sunday 30 October

Action: Any ctte member willing to help should contact SL asap

12.5. Deputy director of Health and Safety has offered some times for a bespoke PdOC Risk assessment training

Action: JW to email all to arrange date perhaps with lunch included!

13. Date of future meetings –Tue 22 November (Biomedical Campus), Wed 14 December (EPoC president), Thur 19 January (EGM), Wed 15 February, Wed 22 March, Thur 27 April, Wed 24 May, Wed 14 June

Summary of required actions:

Person responsible	Action	Due date
AC	AC to convene a working group on College Affiliations. Email invitation to all committee. SK, SS and AF expressed an interest in joining.	December 2016
AF	AF to convene a working group to explore options about a UK ECR meeting in Cambridge. AR, SS expressed interest.	January 2017
AF	AF to send a hold the date advert to PB/LF for newsletter	24 October 2016
JW	JW to add EGM agenda to November ctte meeting agenda	22 November 2016
AR and SK	AR and SK to bring an updated proposal on PdOC membership and Postdoc definition to a future committee meeting.	
JW	JW to add non EU visa charges and relocation to the agenda of the next PdOC ctte meeting with Director of Postdoctoral Affairs.	22 November 2016
All	refer any postdocs interested in events to events sub committee	ongoing
All	push the advertising of the Leckhampton dinner and talks	immediate
PB	To attend clinical school postdoc committee AGM 26 th Oct (if available)	26 Oct
CS/SK	Present at OPdA inductions on 7 December	7 Dec
All	SL is searching for volunteers for the PdOC children's party on 30 Oct	30 Oct
JW	To arrange date for Risk Assessment training	By Dec 2017