

PDFA Executive Meeting

17 AUGUST 2016 / 12H08 - 13H07 / ECHA 2-135

In Attendance

Ann, Nico, Sarah, Neil, Richard, Camille, Megan

Agenda

1) Approval of Agenda

- Approved: Richard, Nico

2) Approval of Minutes

- Sarah did not read them.
- Approved: Nico, Ann

3) Transit Update

- Got email from Martin Koots. Sounds like unless status is changed we cannot change transit status. ETS does not support having access to both, even if status changes. Discuss with Glenn Baker about alternatives
- **Action:** Ann to email Glenn Baker for thoughts.
- Meeting with Minister of Advanced Education - bring up issue.

4) Fundraising Updates

- Glenn Baker - no capacity to get speedcode from VP-research. U-external transactions only.
- Potentially discuss with Student Union or others for piggybacking? Would be really good to use other services for fundraising instead of doing it all ourselves.
- Funnel speedcodes through PDO/CAPS?
- **Action:** Camille to discuss with Office of Advancement again.
- Also: need to determine a gift for Glenn Baker for all of his support.
- Fundraising has gone really well this year - Nico: but relatively few returning execs next year means it would be good to top up the carryover fund just in case

5) Research Day

- Need to sort out theme: Power of the Postdoc: Driving Research Innovation

- Which speakers to invite? David Turpin can come, so could invite him to open up the day, give out awards, or otherwise mingle with postdocs; Walter Dixon would be ideal because he's going to be working for postdocs; still waiting for Katherine Todd; covering expenses for Christine Kelly, and workshop/talk could be extended to GSA; Melinda Smith good if Todd is not available.
- **Action:** Ann will email Dixon; Richard will reply to Turpin with list of options; Richard will contact GSA about co-sponsoring Kelly's visit; Ann will confirm with Kelly
- One slide (no animations) for speed talks; must be uploaded day before.
- **Action:** email reminders to go out weekly, and include speedtalk change
- **Action:** Neil to check RSVPs and get access for Megan; close on Sept 7
- **Action:** Richard to follow up on invitation dissemination through Deans; Sarah to look into academic listserv
- Need small committee to read abstracts; Megan, Camille, Manmeet and Mahdi; acceptances go out Sept 14
- Megan has booked poster boards; on Sept 26 at latest we need to write cheque
- Upper Crust for catering; offer veggie lasagna, check on option for gluten
- **Action:** Sarah, Nico, Megan, Camille will coordinate hitting businesses on Whyte for door prizes
- Future items: Megan will update program; need name badges, feedback form, new banner with sponsors.

6) Summer BBQ

- Everything is booked at Emily Murphy; Sarah will do the buying. and spamming

7) Coffee and Cookies by Faculty

- F of ALES was a bit of a bust; Faculty of Arts is next, and Dean of Arts was on board!

8) Adjournment

- Approved: Sarah, Megan