

Executive Meeting January 21, 2021

1. Officer Updates (if there are any)
 - a. Vice President (Arpa)
 - b. Treasurer (Adam)
 - c. Secretary (Irvin)
 - d. IT Coordinator (Cassandra)
 - e. Graduate Council Rep (Chamari)
 - f. College Rep (Amro)
 - g. UCW Rep (Yuderka)
 - h. Social Activities Coordinator (Christine) – Winter Social!
2. Quick Notes as the new Newsletter – Promotion of career development workshops, ISU PDA events and more to be advertised in quick notes – An updated version has gone out in January – Plans for the next quick notes – January 25? **More work needed!**
3. General Meeting Planning
 - a. January 16, 1:30-3:30 PM: Virtual Winter Postdoc Social **Moderator – Christine**
 - i. Attendees: Not many
 - ii. **Need to reschedule**
 - iii. Add a calendar invite
 - b. January 28, 2-3 PM: Tax Workshop **Moderator Adam**
 - i. First advertised in the Quick Notes on January 11 – **Email advertisement needs to go out by tomorrow**
 1. Arpa email out a reminder
 - ii. Guest Speaker: Michael Bootsma
 - iii. Tax questions – Mostly from audience – Keep a few starter questions by Arpa (upload on the Cybox by Monday, January 25)
 - iv. Tax materials/links – Ask Michael for materials ahead of time – Save during the virtual workshop from the chat box and copy in the email to follow later with the recording of the meeting
 - c. February 25: Preparing Future Faculty Program **Moderator needed!**
 - i. **Contact Karen Bovenmyer (PFF) by January for guest speaker (Arpa)**
 - ii. Ask for alternative speaker if they are busy – like a PFF Postdoc Alum
 - d. March: Time and Stress Management **Moderator Needed!**
 - i. Ideas for speakers?
 - e. April: Industry panel
 - i. Carver fellowship – Natalie's contact
 - ii. Recent ISU or external postdoc who has transitioned into industry especially, during the pandemic – Adam and Arpa's contacts