

## **TUPA Business Meeting Agenda – December 16, 2020**

\*Meeting will be recorded to the Secretary's hard drive and deleted once minutes have been approved. Please feel free to reach out to Emily Booth if you have any concerns ([tupa@temple.edu](mailto:tupa@temple.edu) or [embooth@temple.edu](mailto:embooth@temple.edu)).

Join via Zoom: <https://temple.zoom.us/j/93743651418>

Dial in by telephone: +1 301 715 8592

Meeting ID: 937 4365 1418

**Attendees: Emily Abbott, Battuya Bayarmagnai, Sarah Beganskas, Emily Booth, Antonia Chroni, Kathy Keefe, Jason Pattis, Inés Quésada, Jennica Young**

### **Agenda**

1. Brief introductions
2. Reminder: Elections for all Officer positions coming up in March
  - a. 8 positions available: president (2), secretary, treasurer, events (2), advocacy & outreach, communications
  - b. Terms are up to one year long
  - c. All current officers eligible for re-election
  - d. Any postdoc can run, no experience required
  - e. Self-nominate or nominate someone else
    - i. A shared Google sheet will be created to list nominations, in case that helps anyone decide which position to nominate for
    - ii. If nominating someone else, send e-mail to TUPA and cc: the person you're nominating. If they accept the nomination, they will be added to the public nomination sheet
3. Symposium:
  - a. Planning update & announce date
    - i. Symposium goal: learn about each other's work and showcase accomplishments to the wider community
    - ii. 2-3 sessions throughout the day, 1-2hrs long each
    - iii. 5-min pre-recorded talks (no judging, and all speakers get TUPA swag)
    - iv. Each speaker will be introduced live (if they can attend), recorded talk will be played, then q&a
      1. Kathy volunteered to help with trivia/fun facts about the speakers
    - v. Sign-up form will be included in TUPA digest starting next week
  - b. Communication workshops
    - i. Training to help postdocs develop 5-min talks
    - ii. Angela Barrus: professional speaker and coach
      1. has worked w/ scientists to develop 5-min talks for general audiences
      2. recommended by U Pittsburgh postdoc group
      3. committed to making workshops interactive, productive, fun
      4. workshops are customizable to our needs

- iii. Suggested 2 workshops--early-mid Feb. on sci comm, another in late March/early April on delivery/practice
- iv. \$500-\$1000 per workshop, flexible on price (this is a steep discount)
- v. Must guarantee at least 20 people to attend each workshop (perhaps open the workshop to other groups)
  - 1. Reach out to postdocs at other institutions, students in our labs, department admins
  - 2. Department ambassadors could help with this
- 4. Upcoming events: Ideas for January / February socials?
  - a. If you're interested in hosting, let Jennica know
  - b. Next lunch will be this Friday
  - c. People liked game nights, trivia, baking--more of these would be welcome
- 5. Communications Updates
  - a. Poll: What do you think of the new weekly digests?
    - i. We love it
  - b. Ambassadors plan: Start reaching out to PIs soon
    - i. Worked with Dr. Whelan to create a PI-centric TUPA flyer
    - ii. Will start reaching out to postdocs from each department to either serve as ambassador or suggest someone fitting
- 6. TUPA swag update?
  - a. TBD
- 7. Holiday social!

**ACTION ITEMS**

<b>Task</b>	<b>Person Responsible</b>

**NEXT MEETING**

Wed., January 20, 5:00-7:00pm, on Zoom