**GPAC Agenda May 29th, 2014**

Attendees: PCL, Drew, Renu, Faith, Chris, John, Emilie, Grietje, Itedale, Yu, Yong, Hyunsun, Arnaud, Kristin, Matt

Guest: Giovanni and Celeste

**1:06-1:20**: Launching the Graphic series from Communication Department-----Giovanni and Celeste

**Giovanni wants our input. What is critical and might miss in the list of courses?**

The series will show the basic principles and theory of graphics, and practical exercises, working mainly with Illustrator. It will start on July 14.

Contrary to the OCPD workshop (figure composition), it won't be a hands-on, actual workshop. Everybody has different levels for graphic design. It will give a general overview - if you want to go deeper, you have to take classes (learnit class - learnit.com - or online course (?) (data visualization - grant), contact Giovanni if you want more information)).

Annually, every other week - try to stagger with the writing classes for the first session - we want to plan in advance and give a detailed overview of what will be addressed during the classes. Ideally plan the classes before the big conference/meeting events. It is important to cover for all journal submissions.

- Figure composition - 2 classes

- Bitmap and Video - maximum 2 classes

- poster - 1

- designing a presentation - 1

For the next session, first quarter of next year, planning can be worked on better.

Think about offering lunch or breakfast

For scheduling: vary the day if at noon; consistently on the same day if breakfast (avoid Thursday morning (GIND)) or afternoon session

**1:20-2:00: Subcommittee Updates**

-John/Faith update on

a) the joint task force: Congrats to the Salary and Benefits Subcommittee! Huge work has been done.

There is an attached version of recommendations. John waits for 2 more people to agree on them.

-Agreement on automatic title (research scientist) but it is up to you (you can still use postdoc), but you will be promoted by the benefits, but you won't have the full retirement rate - $1,200 is a similar but not the same as employees of Gladstone.

-Bonus if you get a fellowship ($1,000-2,000 that you can use in accordance of the fellowship guidelines)

-No-interest loans; still questions: should the loan include the moving allowance? - it is not taxed, it is converted into a reimbursement but more administrative work

In July, the relocating allowance will increase to $2;000 - increase the relocating allowance on a regular basis (better if you keep track on the price of housing) - but it is taxed like a bonus

b) new postdoc website-demo!!!!!

Super easy using the WIX platform - $300/year - easy for maintenance

Tabs for incoming postdocs, and for all postdocs

Still getting used to how WIX works to get things pretty

--> Think about adding the market - to advertise sales of housing appliances and furnitures

Why not adding market for scientific reagents - to avoid emailing everybody? But the website has to be checked regularly for that to work.

Faith will send links to the website will be included on the Gladstone Weekly updates

A link to get previews will be sent later so that we can review the website.

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Faith's job starting in September - full time position - change name from postdoc coordinator to Program Director

Advertising soon on Science, Nature, psa-list, NPA...

Best candidate: should have a postdoc with program experience

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**-Communications Subcommittee**

- Michael Penn empower seminar series- See Renu's email or google doc link on page 2, to add names for potential speakers.

- Poll for GPAC social is coming soon: thought about ice-skating, hiking, exploratorium, boardgames...

- June 3rd: Postdoc lunch/Professional photo shooting - the event is popular, the spots were filled in less than 24 hours; think about planning another event later.

- Series on non-structured conversations - Chris has emailed a proposal to Michael Penn.

**-Career and Development Subcommittee**

 - writing series

 - interviews/negotiation series: mainly how to prepare interviews for non-academic jobs - Grietje tried to contact Bill Lindstaedt to organize something, but he is too busy. Think about inviting other people to organize: check on Alumni - specially people who are fresh on the market; check UC Berkeley or Stanford; maybe Toby Freedman (?) - she is local - author book on jobs and biotech - "Career Opportunities in Biotechnology and Drug Development" (?)

Comment on the HBA event: The Healthcare Business Women's Association (HBA) in collaboration with Gladstone and UCSF WILS hosted a Competency-Based Interviewing panel at the Gladstone on May 22nd. This HBA event was ok but not great. The panelists were not talking and commenting enough on the specific sets of questions that recruiters can ask.

**-Salary and Benefits Subcommittee**

The task force is done. Now time to think about new projects.

**-Mentorship Subcommittee**

Summer Mentor Training on Tuesday May 27 - Advices for summer student mentors - with Shannon -

15-20 people - good discussions

--> Think about having an alternate date - because more people would attend

The guidelines for mentors are complete - sent to Melanie, Faith - sent soon to GPAC for feedback and then to the editorial board.

Think about getting feedback in September or October from mentoring during summer.

Postdoc lunch - Mentoring presented by Melanie Ott: the content was good and helpful, but presentation-wise, it was monotonous and difficult to stay concentrated.

A lot of things going on for the mentor - Divya and Faith worked together to arrange the calendar.

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**Following RENU'S email for empower series, add names directly to the google doc:** <https://docs.google.com/document/d/12qLESlgpbDxUnm7NI6kGcx5RKFBlhb7E_UgX_WDAbG8/edit>

**Sept 26 -** Pao-Chen presented a new coming event on mentoring and leadership with a group of highly accomplished women - the Belizean grove. Michael Penn wants to invite the GPAC ladies (to start the discussion and organize the event).

**June 5** - 4 open slots for Excite Celgene visit on 6/5. Faith will send an email to recruit Gladstone participants. Celgene will present its translational research and clinical operation.

**June 25** - Excite Mentoring event: now 14 mentors/13 trainees - mentors are VP, directors, business dev,.... Faith will send one more email to invite Excite members (list of Excite server) and then after 1 week, another email to Gladstone to get 20mentors/20 trainees; in this email, the positions of the mentors will be highlighted. Faith will send some prep to the attendants to prepare the event.

**June 27** - Gladstone Institute wide happy hour