

## **Minutes of Einstein Postdoctoral Association (EPA)- Meeting on September 8, 2011**

**Joerg Schlatterer (Instructor): special guest**

**Total number of postdocs present: 8**

**Carola Wilczek  
Komal Rasaputra  
Valeria Antico Arciuch  
Regina Hanstein  
Melissa James  
Sonja Schaetzlein  
Brian English  
Fernando Bruno**

### **Topics discussed with all the reps**

1. **Quality of Life-** We commented on the QOLC tasks and the incorporation of new postdoc members. Anything that concerns the quality of life at Einstein should be discussed with Carola Wilczek or Valeria Antico Arciuch who will bring up the issue at the monthly meetings.
2. **Welcome committee-**We plan to welcome newly arriving postdocs (by people from the same department) who help them out in the beginning. Anyone can be on the committee without having to be a postdoc rep. In order to make it easier to go over and talk to people, Joerg suggested giving a coffee cup with EPA logo to the new Postdoc as a welcome present. It would be great if all the reps talk to people asking for taking part in the welcome committee. The Belfer Institute is planning to get a "survival kit" which includes basic stuff for the incoming postdocs during the first time living here. One of the suggestions was to store the survival kit for the new postdoc at the students housing and to keep the keys with Mary Anne. We have a new EPA representative in charge of the Welcome committee: Fernando Bruno.
3. **EPA Handbook-** List of people who volunteered to write about taxes and Social Life: Regina Hanstein. About social activities and daycare information: Cristina Caescu.
4. **Newsletter-**Majority in the meeting wanted the postdoctoral accomplishments to be out on the Einsteins' home page newsletter
5. **EPA website:** It was unanimously agreed on having a meeting where everyone spends time in updating the EPA website. So we'll decide the date in our next meeting.
6. **General-**

- Suggestion to rename Belfer into “Belfer Postdoctoral Office”
- Sending monthly email to the Belfers’ email list and giving information about EPA along with signup procedure
- Advertising EPA at the monthly international coffee hour by setting up a topic for discussion