

Forum for Early Career Scientists

Executive Meeting, Columbus, OH

April 14th 3pm-7pm

Members attending: Maria Longobardi, Jason Gardner, Sara Clements, Kevin Ludwick, and Greg Hamilton

Attending online at certain times: Mohammad Soltanieh-ha and Mark Owkes

Unable to attend: Raju Ghimire

1) Introductions

During some IT technical issues, FECS executives introduced themselves. Bluejean was temperamental on the Columbus side. Mark and Mohammad got online at 3pm. An overview of the agenda was given.

2) Comments from the Chair

Maria summarised the activities of 2017. She told the executive that Kate Kirby would visit during the meeting. It was highlighted that the executive elections were of the highest priority in 2018, and that FECS should look for mid-career executives with a good balance between those able to attend April and March meetings. Maria mentioned March and April meeting activities and her attendance at the Convocation.

3) Video Conference report from Mark Owkes on the DFD meeting and how FECS could possibly participate

Mark gave a great overview of the Division of Fluids meeting in November, what goes on, and what FECS could do to engage with this division. DFD has many members who never attend the March or April meeting. Mark mentioned that DFD has sessions for early career scientists, and that the visibility of other units was minimal.

Action items:

- It was suggested FECS create an informative, generic booklet to be distributed at any APS meeting (divisional, March, April, etc.), and even at the meetings of other societies. The booklet could offer job search help, tips and tricks for interviews, statistics on job placement, etc. FECS could coordinate with APS Careers for assistance and ask FECS members to contribute with testimonials, advice, etc. If FECS executive cannot attend meetings, signing up FECS members to distribute materials at meetings might help.

- The executive suggested FECS (Mark) contacts DFD leadership and ask if FECS can help facilitate material (sessions, meetups) focused on Early Career Scientists.

PROPOSED budget \$1500

4) Kate Kirby

APS CEO Kate Kirby addressed the executive and asked for comments regarding APS' strategic planning. Kate emphasized APS' commitment to early career scientists and expressed interest in how APS can better serve the FECS community.

Action items:

- FECS will prepare a report for the strategic planning committee with ideas on how to retain early career members as they move into academic or industry, as well as ideas to engage with international members. The report should be completed by late May.

5) Budget report

Jason gave a report of the 2017/8 expenses and how FECS gets its budget (see Raju's budget for the numbers). Jason reported that FECS has approximately \$38K but very little has been charged to the account this year. Jason reported that FECS financially supported 3 receptions (FIAP, FIP and GERA) at the March Meeting, a few speakers, executive participation at the convocation in DC, and some advertising. It was recognised that FECS should support members attending the executive meeting IF it is not the meeting they tend to present at/attend. This support should include any reasonable expenses that allow FECS business to be completed. If executives attend a meeting to represent FECS, any additional expenses could be charged to FECS if the chair and treasurer agree. The executive also discussed possible expenditures in 2018/9 (see below).

6) Swiss / FECS exchange Program

Maria gave a summary of an international partnership she is trying to set up between FECS and the Swiss Physical Society (SPS). The Swiss budget was not approved on time for the March Meeting, and FECS wasn't aware if SPS chose a candidate in time for the April Meeting. The partnership supports two people per year in a meeting exchange program.

PROPOSED budget \$4000 per year at least 2 years

7) Distinguished Student Program

Jason reported he has been running a travel award program for the Forum for International Physics (FIP) for the past 2 years. They have been awarding \$10,000 scholarships per year and have funded 25 students over the past 4 meetings. FIP now needs financial help and is asking APS for more help without much luck. Jason suggests that a partnership with FIP in this program is good visibility for FECS. Jason noted international affairs are important to FECS and that FECS has a great relationship with FIP, considering FECS already co-sponsors a reception with FIP.

Action items:

- Jason suggested FECS offers 2000-3000 dollars support for the FIP program
- Jason suggested that postdocs be allowed to apply, and that one FECS member sits on the review committee.

PROPOSED budget \$3,000/year.

8) Outreach to Industrialists

The executive believes it important that FECS has a strategy to interact with those that leave academia. This work could tie in with ideas floated for partnering with DFD. Mohammad suggested job webinars and career guidance, services APS Careers already offers, but that FECS could augment. Jason noted APS is trying to invest all units in new software with forum, capabilities, but other avenues could be pursued to promote FECS activities to those in industry.

PROPOSED Budget \$1000

9) 2019 March Meeting ideas

a) GERA Energy Workshop?

GERA Energy Workshop is a DOE sponsored invitation only workshop for ~80 students and postdoc that runs on the Sunday before the March Meeting. Because of new DOE rules, GERA is not funded the \$4000 bill for food and drinks for the workshop. Due to administrative issues related to the funding shortage, APS gave GERA \$3000 this year. FECS helped write the grant, proposed speakers, and, in the end, sponsored the event for the funding shortfall. Most advertising was changed to read the GERA/FECS workshop. A DOE grants improves FECS' visibility. Moreover, energy research is topical, and a lot of members could benefit from a connection to DOE and industry.

Action items:

- Jason suggests that FECS continue to co-sponsor the workshop at the \$1000 level until 2020 when the DOE grant runs out.

PROPOSED Budget \$1000

b) Session title or Speakers

FECS has one slot in March and one in April, and these sessions can be split as the executive wishes. In 2018 FECS split both slots; i.e., FECS helped organise two sessions at each meeting. Two sessions give FECS more visibility and more opportunities to collaborate with other APS units.

i) Joint or Independent?

After much discussion, it was proposed that FECS tries to share sessions again in 2019.

Action items:

- Jason asked for proposals at any level, from a title to a complete program idea, by May 24th. Maria stated FECS should co-sponsor with FIAP (March) and will look into coordinating with FIAP. It was suggested FECS try to collaborate with a big division.

PROPOSED Budget max \$3000, desired \$0 for speaker travel support (8 speakers)

c) Advertising

In 2018 flyers, business cards, and posters were displayed at the March and April meetings. With only two executives at the March meeting advertising and sign-ups for FECS were minimal.

Action items:

- As all advertising has been used up, buttons, magnets, and business cards should be reprinted for 2019, especially for display at sign-up tables. Maybe notepads and pens could be printed rather than more flyers

PROPOSED Budget \$1000

d) Receptions?

FECS currently support two receptions. FIAP has a very informal reception that is attended by many FECS types, while FIP hosts a more formal event where certificates, fellowships and speeches are made. It was noted FECS does not currently support a reception in April.

Action items:

- The executive agrees FECS should contribute \$2000 to continue to support the FIAP and FIP events.
- Jason will investigate what receptions are held regularly in April and then ask those groups if we can co-sponsor

PROPOSED Budget \$2000 + \$1000

10) April 2019 Meeting? (JSG)

As noted in (9), FECS should co-sponsor a reception for the April meeting.

11) Executive Expenses?

In 2018, FECS helped fund the travel of executive member to the APS Convocation and to the Executive Meeting. If a member is needed at an annual meeting to assist with FECS business, then FECS can cover some if not all the costs. The Executive Meeting should be arranged to minimise costs. The Executive Meeting was 4 hours this year and not long enough to address all the items on the agenda. The next executive meeting should have some food and could be followed by a dinner.

PROPOSED Budget \$6000

12) Newsletter (KL)

Action items:

- Maria and Kevin will coordinate material for the next newsletter.

PROPOSED Budget \$1000 for printing and shipping

13) Promoting FECS (ML)

a) Social Media

Action items:

- Greg will work to produce more content for the Facebook group. Content might involve FECS executive and members giving testimonials or advice for early career, as well as post general science articles to encourage discussion.

b) Flyers

Action items:

- Maria and Greg will coordinate to produce material for new flyers.

PROPOSED Budget \$2000

14) Election committee for new members of the executive

The executive notes the summer elections would allow more time for new committee members to learn their respective roles prior to the March/April meetings. Candidates should be offered a minimum of one month prior to elections to campaign.

Action items:

- The executive should set up a committee to consider candidates and set up the election process.

15) A.O.B

- i) Next year's executive meeting (Boston vs Denver)

No discussion

16) FECS Spending Plan / Rough Guidelines for all to follow

It was agreed that Jason would put together a budget with all the things discussed to get a better sense of total expenditure. The executive agrees 2018/9 budget should be around \$25000 to continue promoting FECS to increase membership.

Adjourn to dinner **at 7:30 at Rodizio Grill, Columbus** (a 10 min walk from the Hilton)

Minutes prepared by Maria Longobardi, Jason Gardner, and Greg Hamilton