

**PDFA Executive Council Meeting
October 23, 2025
Teleconference Meeting**

Present: Michael Baggaley, President
Alsayed Mostafa, VP External
Rashaduz Zaman, VP Finance
Javad Bolboli, VP Operations
Reshmi Ramakrishnan, VP Communications

Member at Large Applicants

Oluwafemi Adu
Kathleen Glover
Bitney Firth
Furkan Altincicek
Yuhan Yi

Apologies:

Reza Jafari (VP Internal)

Staff: Joy Correia, Director of Operations
Terry Sway, Labour Relations Officer
Tamara Phiri, Administrative Assistant
Scott Harris, Communications Strategist

1. Call to Order

The meeting was called to order at 11:06am.

2. Land Acknowledgment

The President acknowledged that the PDFA is in Treaty 6 territory.

3. Approval of Agenda

MOTION: To approve the agenda for Oct 23, 2025 Rashad / Javad	CARRIED
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4. Approval of Minutes

MOTION: To approve the minutes for Sept 11, 2025 Alsayed /Kathleen	CARRIED
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5. A vote was conducted, and the following were voted as Member at Large.

- Yuhan Yi
- Oluwafemi Adu

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- Furkan Alitincicek
- Britney Firth

The successful applicants rejoined the meeting.

6. Director of Operations/Labour Relations Officer Report (Joy Correia & Terry Sway)

The Director of Operations informed the meeting that the final copy of the recently ratified Collective agreement was submitted to the employer. She further explained that the Collective Agreement version that would be available on the PDFA website would have an insert of the definitions of Discrimination and Harassment.

The DOO advised the Executive to consider approaching Graduate Postdoctoral Studies (GPS) on the various development opportunities that would be helpful for Post docs.

The Labour relations officer gave an update on the ongoing disciplinary issue concerning a member. He informed the meeting that he had received several questions about when the retro payments and increments would be received by the members.

7. Communications Strategist Report (Scott Harris)

The Communications Strategist informed the meeting that he has updated the website with the new board members' details. Those who have just joined would be included soon. Scott sat down with Reshmi to discuss communications.

Retro Pay email- An email was sent out on the 14th requesting post docs to reach out to former post docs who may be eligible for payment.

Scott and Michael plan to meet to discuss the transition dates for the email domain.

8. President's report (Michael Baggaley)

The President welcomed the new members at large and encouraged them to be involved in various activities and to read the PDFA Bi laws. He also talked about the onboarding document that is an information package for new postdocs.

The President requested members to prepare a monthly report that would be updated to the monthly meeting agenda before the meeting dates.

Honorarium – The president explained the honorarium policy to the Execs.

9. VP Internal Report (Reza Jafari)

Absent

10. VP External Report (Alsayed Mostafa)

The VP External informed the meeting that he attended the CAPS meeting, and the upcoming AGM was discussed. He told the meeting that a webinar on finding a job in the USA will be held on November 4, 2025.

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11. VP Communications (Reshmi Ramakrishnan)

The VP Communications reported that she met with the Communications strategist to discuss how they would handle the communications. She reported that Scott would continue to manage the face book platform. She also mentioned the need to strengthen LinkedIn engagements.

12. VP Finance Report (Rashaduz Zaman)

VP Finance informed the meeting that he planned to make requests towards the PDFA awards like it was done by his predecessor.

13. VP Operations (Javad Bolboli)

VP Operations did not have a report to present.

14. Member at Large Reports (Vacant)

15. Other Business

Reshmi to draft a letter with suggestions of changes to the GPS awards.

16. In Camera

There was an in-camera session.

17. Adjournment

The meeting was adjourned at 1:02pm

Md Shaheen, President & Chair

Tamara Phiri, Administrative Assistant