

**PDFA Executive Council Meeting
November 17th, 2022
Teleconference Meeting**

Present: Qutuba Karwi, President
Jeffery Zielinski, VP External
Priyanka Mittapelly, VP of Operations
Lyndsey Hahn, VP of Communications
Jorge Palacios Moreno, Member-at-Large
MD Monirujjaman, VP Finance
Sanaz Hatami, VP Internal
AKM Shahid Ullah, Member-at-Large

Staff: Terry Sway, Labour Relations Officer
Kayanna Reff, Administrative Office Assistant
Scott Harris, Communications

Regrets: Joy Correia, Director of Operations
Priyanka Mittapelly, VP of Operations

Absent:

1. Call to Order

The meeting was called to order at 11:20 AM.

2. Land Acknowledgment

3. Approval of Agenda

MOTION: To approve the agenda for November 17 th , 2022 Jeffery/Jorge	CARRIED
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4. Approval of Minutes

MOTION: To approve the minutes, from October 13 th , 2022 Jeffery/Jorge	CARRIED
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5. President's Report (Qutuba Karwi)

5.1. Meeting with the Employer (University of Alberta)

The Employer has deemed that they will not be including Guests and Trainees when referring to members of the PDFA. They have agreed to start sending a list of Guests & Trainees monthly to the PDFA starting in December.

5.2. Meeting with the Employer (University of Alberta)

Qutuba, Lyndsey & MD met with the executives at the University Club. They have agreed to ask for \$500 per year to provide blanket membership to all PDFA members.

MOTION: Apply for the PDFA to become members of the University Club Qutuba/Jeffery	CARRIED
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6. VP Internal Report (Sanaz Hatami)

6.1. Travel Award

Travel awards will now be offered twice per year. In Late Summer and Late November. In person awards will now be \$500, and online awards will be \$300.

The communication for upcoming travel awards will be sent out to Kayanna & Scott to provide to the members.

6.2. ETS Discount

Sanaz is still investigating how to potentially find a way to offer ETS discounts to Postdocs.

7. VP External Report (Jeffery Zielinski)

7.1. Web Hosting Meeting

Jeffery met with a potential web hosting company. He will reach out to them to see if they would be willing to provide a demo of their interface.

7.2. Review of PSAC meetings

The board has decided to meet with PSAC to discuss the possibility of a future contract between PDFA and PSAC.

8. VP Finance Report (Md Monirujjama)

8.1. Dues

MD is still investigating how to collect dues from Trainees & Guests. He will touch base with Terry & Joy at the next PDFA meeting to discuss how this could be finalized.

8.2. Professional Development

MD is looking into providing members with a certain percentage of money for professional development courses. He will investigate this further and provide the board with his findings.

9. VP Operations Report (Priyanka Mittapelly) – No Updates

10. VP Communication Report (Lyndsey Hahn)

10.1. University Club

During the meeting with the University Club executives, it was asked the PDFA advertise the Club as part of the agreement. Lyndsey will work on adding this to member communication.

10.2. Learning, Research & Student Experience

Lyndsey would like to ask the board of Learning, Research & Student Experience if there is potential that the PDFA could become a permanent governing member on the board. Lyndsey & Qutuba will discuss this more offline.

11. Member-at-Large Reports (Jorge Palacios Moreno)

11.1. Jorge Palacios Moreno

Jorge will be attending the next joint Health & Safety Committee meeting on November 18th, 2022. and will update the board members with any information that needs to be shared in an upcoming Executive Meeting.

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

12.1. Joy Correia – No Updates

12.2. Terry Sway – No Updates

13. Communication Strategist Report (Scott Harris) – No Updates

14. Other Business

15. In Camera

16. Adjournment

The meeting was adjourned at 12:26 pm.

Qutuba Karwi, President & Chair

Kayanna Reff, Administrative Office Assistant