

OPA Postdoc Admin Quarterly Meeting

Thursday, November 09, 2023



Question of the Day:
***What is your LEAST favorite
Thanksgiving dish?***

Agenda

- Operations Team
 - Office Hours
 - Winter Closure Dates and Reminders
 - Sixth-Year Policy Exception Requests Reminders
 - Web Form Enhancements Update
 - Exit Survey Presentation and Data Report Reminders
 - New Transportation Benefits
- Programs Team
 - OPA Programs Updates
 - New Postdoc Mentoring Coaches program
 - PRISM Recruitment
 - CLASS Academy 2023
 - Fun Facts

Operations

NEW! OPA Operations Team Office Hours

- Offering dedicated office hours for quicker access to answers, faster task turnaround, and a stronger sense of support.
 - AI is available in person or virtually on **Mondays and Fridays** from **10:00 AM - 12:00 PM**
 - Kanza is available virtually on **Tuesdays** from **10:00 AM - 11:00 AM** and **Wednesdays: 3:00 PM - 4:00 PM.**
- Appointments are highly recommended
 - We strongly recommend making an appointment in advance to ensure a smooth and productive meeting during the designated office hours.
 - Meetings will be scheduled for **15 minutes**, optimizing the use of time and resources for administrators.



**OFFICE
HOUR**

2023 Winter Closure Dates

- The 2023 winter close will be observed from Thursday, **December 21, 2023**, through **Wednesday, January 3, 2024**
- Please ensure that no appointments start during the winter closure
- Please check with your faculty sponsor and check the Winter Closure page (<https://postdocs.stanford.edu/winter-closure>) for more details
- **Bechtel deadlines:**
- H-1 - deadline has passed
- J-1 - Start Date blackout dates: December 2nd to January 3rd. If postdoc does not arrive by December 1st, start date will be amended to January 4th
- Initial DS-2019s - December 8th
- DS-2019 Extensions, Amendments - December 13th

Sixth Year Policy Exception Requests Reminder

- Exception requests should be made during the fifth year
- A staff position may be a good alternative for a 6th year.
- Requests for more than 72 months (6 years) are not approved with extremely rare exceptions: e.g. as a short bridge to accepted job.
- Postdocs applying for fellowships that REQUIRE a postdoc appointment beyond 6 years should seek alternate funding or consult with OPA BEFORE applying.

Web Form Enhancements - *In Production*

- Postdoc Admin Worklist
- My Postdocs
- Pending transactions:
 - Next step comments
 - Return codes
- Research experience calculation:
 - Postdoc enters on data form
 - Recoup unpaid LOA

- Retired Smart Sheets:
 - Pending Workflow Dashboards
 - Research Experience Calculator

Web Form Enhancements - *In Development*

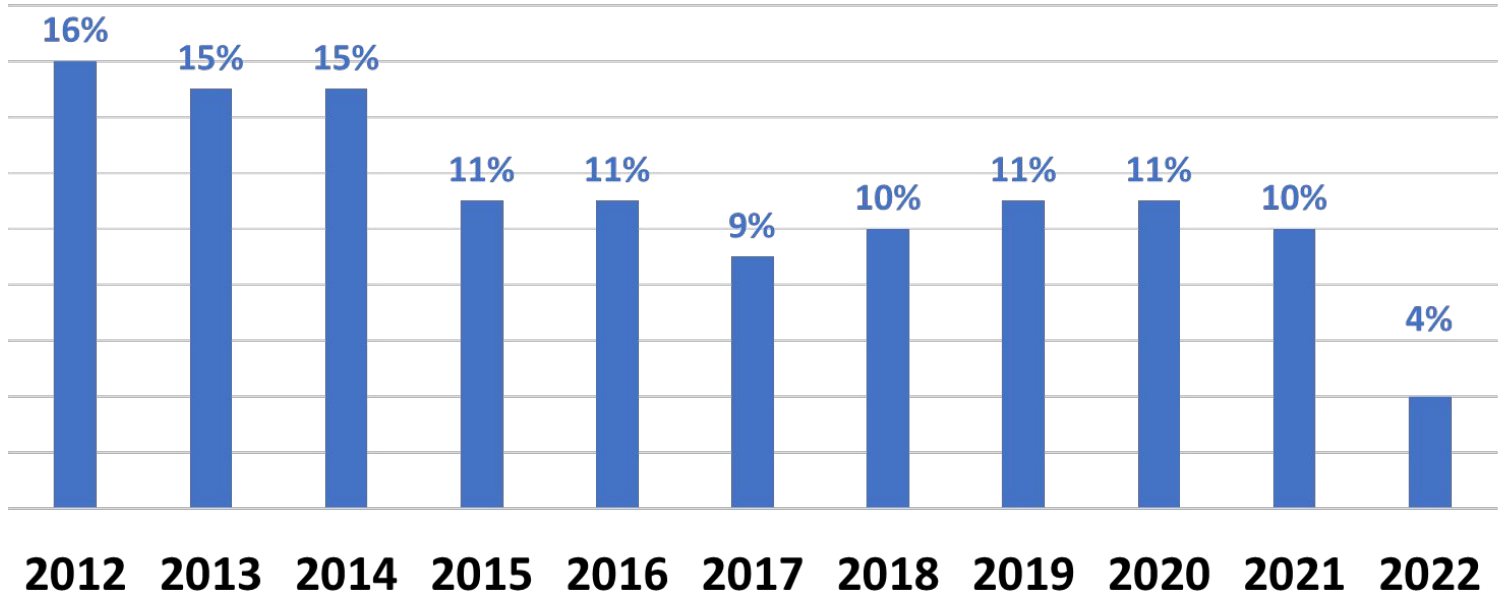
- Secure Portal:
 - Document upload at any time
- Recommendation Form:
 - Required document checklist
 - Policy exception rules engine
- Document storage moving to Open Text

- Future Smart Sheets Retirement:
 - Other Policy Exception Request Form / Dashboard

Postdoc Exit Survey Results

- Link to Survey on the OPA Website (found under 'Postdoc Admins' tab):
<https://postdocs.stanford.edu/current-postdocs/leavingstanford>
 - Over 50 questions, assessing faculty, staff, importance scores, attendance, future plans, etc
- We encourage you to encourage postdocs to complete the Exit Survey!

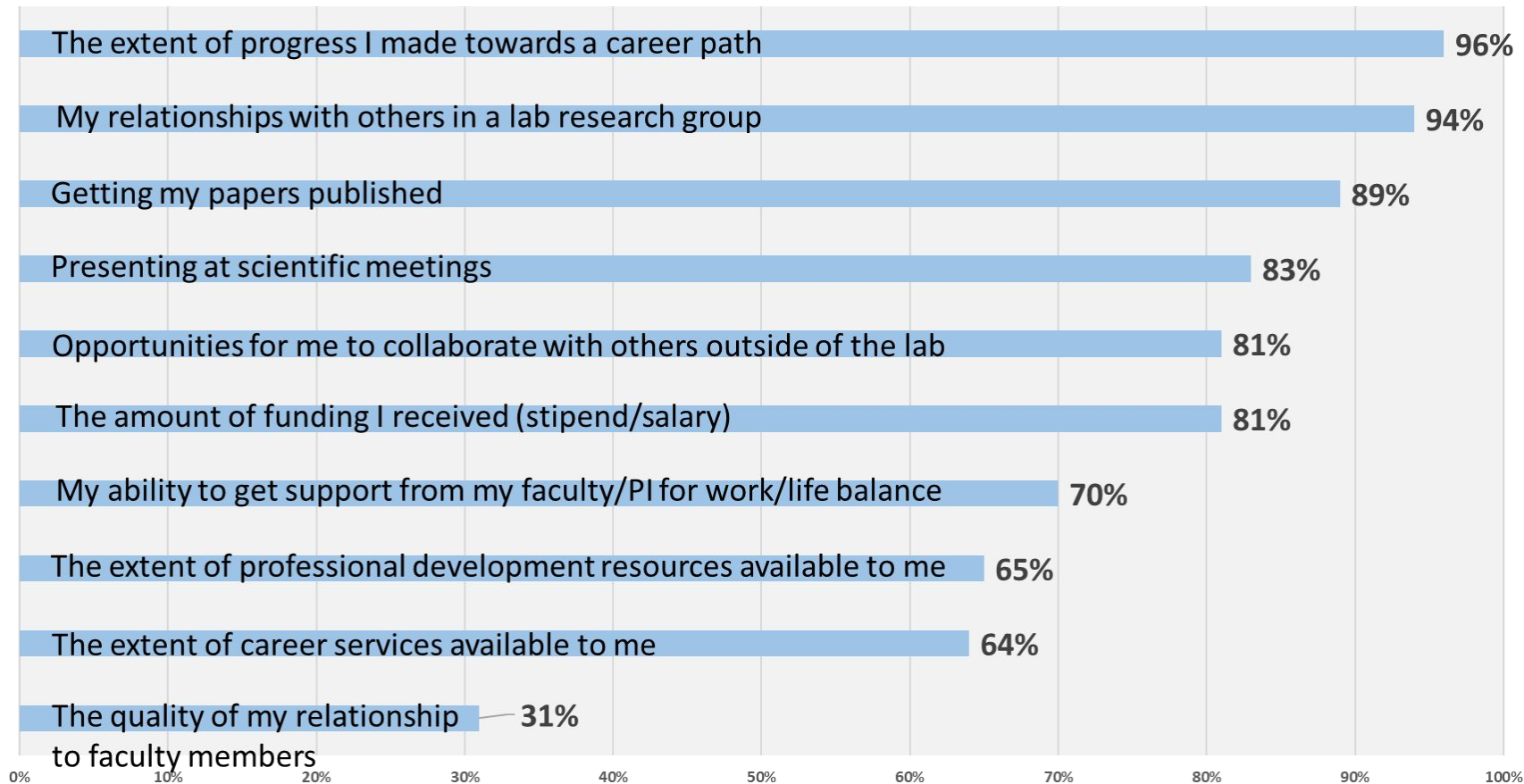
Exit Survey Participation Rates, 2012-2022



PD Terminations	862	855	903	946	910	954	963	999	954	1,048	1,018
Exit Survey Resp.	140	129	137	103	97	85	92	106	102	105	44

2012-2022 Avg: **11%**

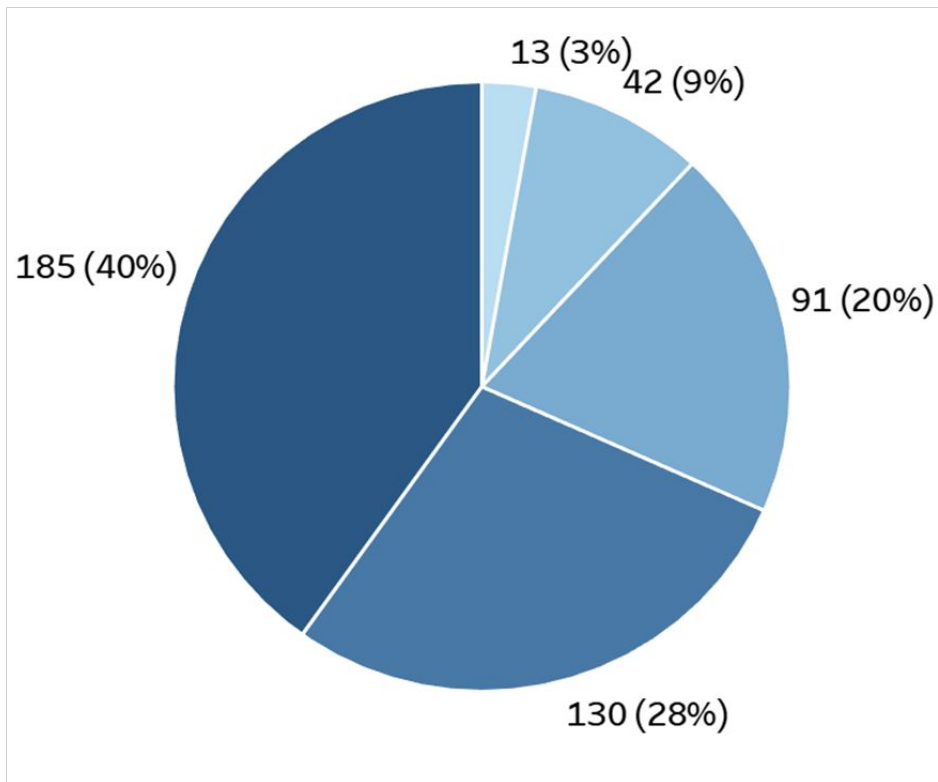
% Responding *Important/Somewhat Important*



88% of respondents rate their research experience as *good, very good, or excellent*

How PDs rate overall research experience

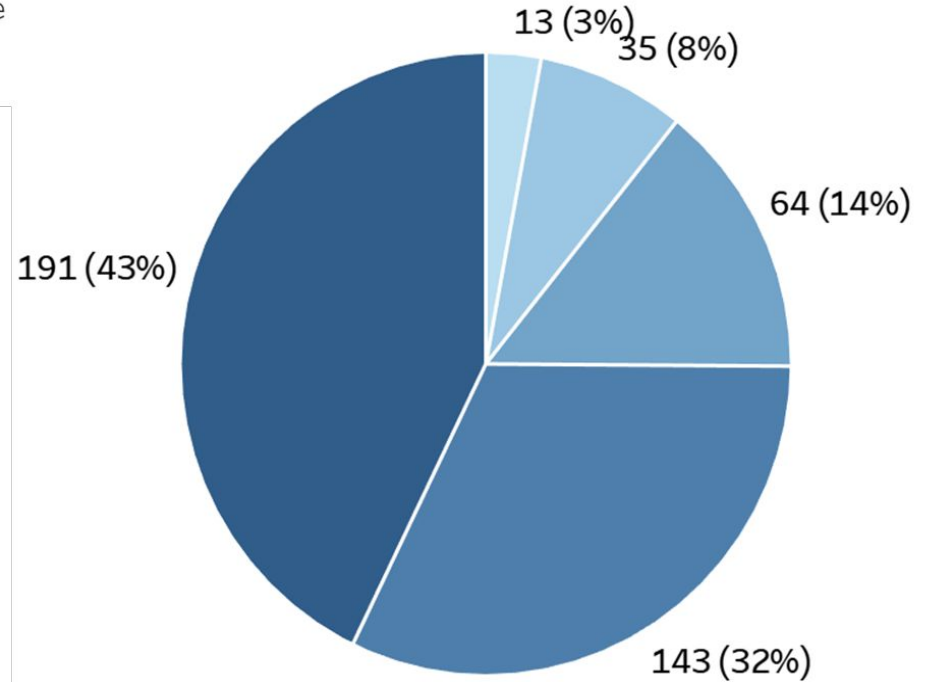
- It was terrible!
- Good
- Excellent
- Not Good
- Very Good



Rates are similar over the last 5 years

75% of respondents *agreed, or strongly agreed* that they turned to administrative staff when they didn't know where to go

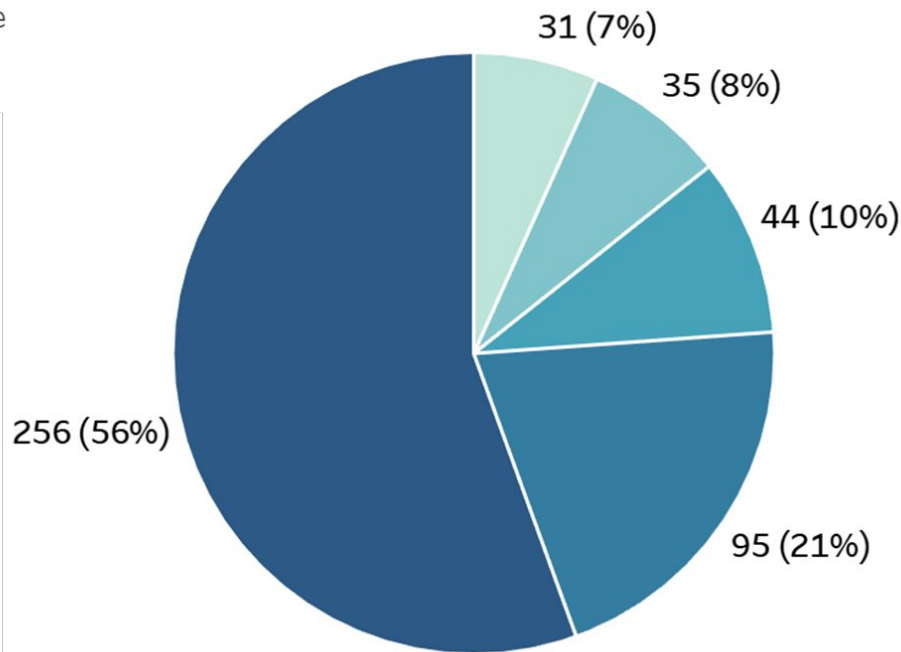
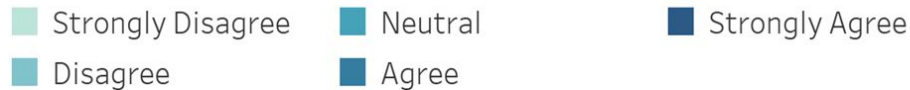
Turned to admin staff when didn't know where to go



Rates decreased slightly during the Pandemic

77% of respondents *agreed, or strongly agreed* that their relationship with their faculty mentor/PI was positive

My relationship with my faculty mentor/PI was positive

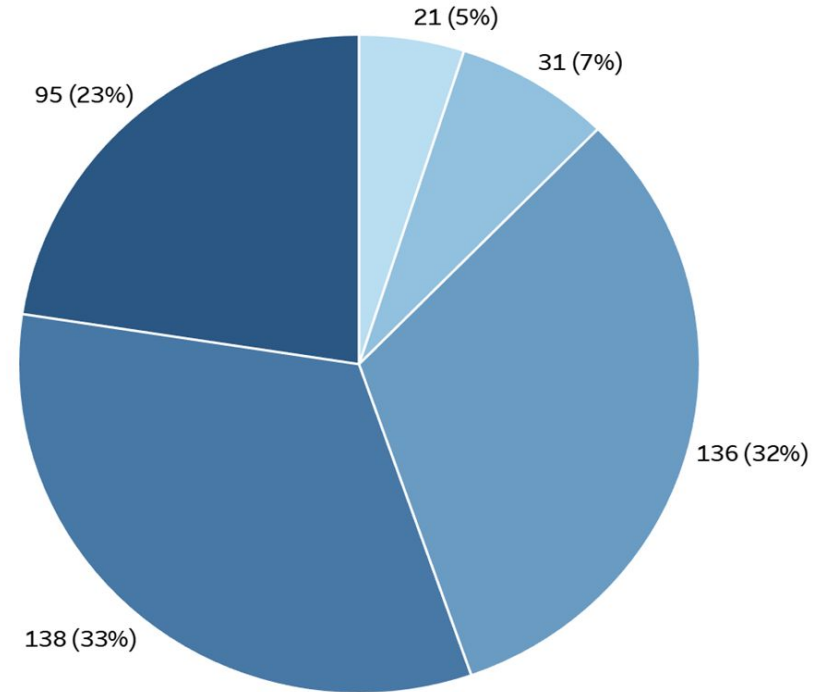


Rates similar over last 5 years

56% of respondents rated the extent of counseling services accessible to them as being important or very important

The extent to which counseling services were accessible to me

Completely Irrelevant	Important
Unimportant	Very Important
Neither Important nor Unimportant	



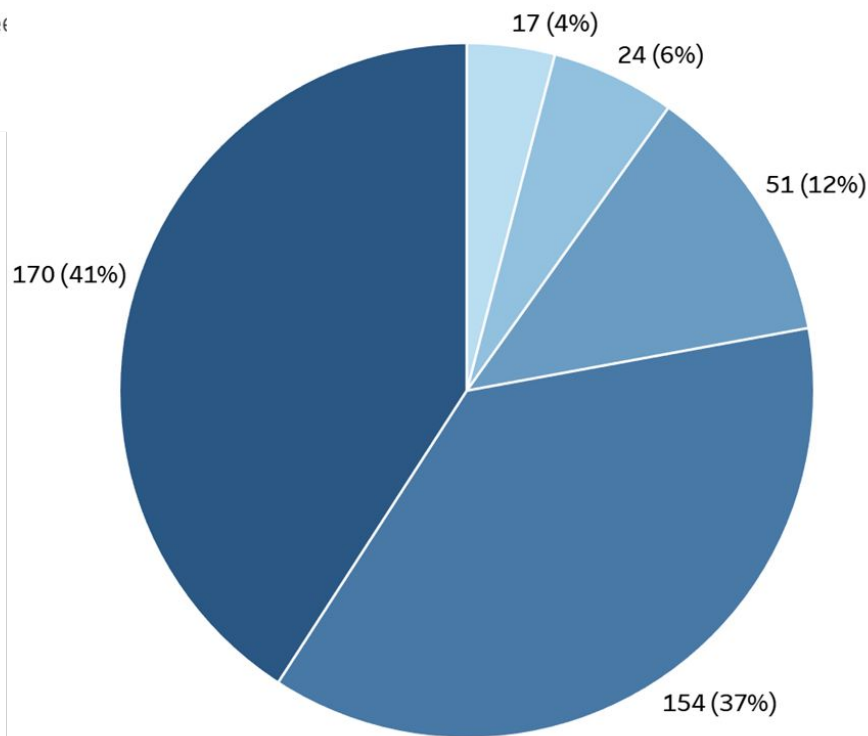
Rates increased during Pandemic

Link: <https://postdocbenefits.stanford.edu/mental-health-resources>

78% of respondents agreed or strongly agreed with feeling sufficiently supported knowing where to go with questions during the first few months

Felt sufficiently supported knowing where to go with questions during first few months

Strongly Disagree Neutral Strongly Agree
Disagree Agree



Rates similar over last 5 years

Exit Survey Next Steps

- For admins interested in knowing more about the current exit survey, I will set up a future meeting
- Future survey plans
 - Plan is to conduct surveys with much higher participation rates
 - We want to survey at multiple points
 - When PDs start (Why are they coming here? What do they want to do?)
 - Annual follow ups (How do the above change over time?)
 - When exiting (Are they happy when they go?)
 - Follow up years out (What is your career now? How well did we support you?)

OPA Data Reminder Reports

- 88% of departments have logged into the reports
- Reminder: reports are available *daily* reflecting data from prior day
- Data can be downloaded into CSV
- Future report plan requests in the plans
 - Incoming postdocs report
 - List of PTAs for current postdocs



Upcoming 'Take Action' Reports

- A one-page *take action* notification report will be sent to admins for data weekly
- These take action reports will largely focus on areas of compliance
- Data will include
 - Passed end dates
 - Underfunded current postdocs
 - Term limit violations

New Transportation Benefits for Postdocs

Starting in January 2024, eligible Stanford University postdoctoral scholars will be able to receive the **AC Transit EasyPass**, which allows **free, unlimited travel** on any AC Transit bus line serving the East Bay, including the **Dumbarton Express**, and the **VTA SmartPass**, which allows **free, unlimited travel** on all of VTA's local buses and light rail serving Santa Clara County.



Programs & Events

OPA Program Updates & Event Highlights!

Postdoc Socials x2 month

- Coffee & Donuts + Mini Fair - Next Week!
- Afternoon social, 2-4pm

Other Programs

- Designing Your Postdoc (DYP)
- Mentoring in Research
- Advanced English Courses for Non-Native Speakers

We always invite you to review and/or share the link to our upcoming programs: <https://postdocs.stanford.edu/events/upcoming-events>



Stanford Postdoc JEDI Champion Award

Recognition of current Stanford University postdoctoral scholars who have championed initiatives, activities, or efforts that advance justice, equity, diversity, and inclusion at Stanford and beyond



2023 Stanford Postdoc JEDI Champions

Postdoc Mentoring Coaches

The OPA Postdoc Mentoring Coaches are transforming mentoring culture at Stanford, one postdoc at a time. Coaches develop and co-facilitate mentoring training, host lunches to build community, and provide coaching around mentoring challenges.

Joy McKenna

Microbiology & Immunology

I am driven to help others grow, thrive, and reach their career goals in a safe learning environment. I hope that this program will actively create and foster a positive mentoring culture at Stanford.



Samuel Montalvo

Medicine

My favorite thing about mentoring is meeting amazing scientists. As a Postdoc Mentoring Coach, I hope to lead, encourage, and support other postdocs to succeed in their career goals.



Amanda Dudek

Pediatrics

My favorite thing about mentoring is seeing how different peoples' backgrounds and experiences shape the way they handle situations. I hope this program fosters happier, more resilient postdocs!



Emily Aery Jones

Neurobiology

I am most excited to engage in challenging discussions with other postdoc mentors. There are so many chapters in a mentoring journey that have no correct answer, but through collaborative discovery, we can all learn from each other.

Debra Van Egeren

Stanford Cancer Institute

I believe that one of the biggest ways we make an impact as scientists is through training the next generation, who will in turn carry bits they've learned from their mentors forward into the future.



Anthony Venida

Genetics

I am excited to be able to share effective mentoring strategies that will help others re-evaluate their own mentor styles to become more inclusive and mindful.



CLASS Academy 2023 Recap & Activity

CLASS Academy

- Agenda available at https://bit.ly/classacademyagenda_2023
- Bravo to Clark, Erin, Lorena and Kay for a successful event!

Supporting Postdoctoral Scholar Success

- Session featured community building and solution-oriented discussion
- Google slides available at https://bit.ly/opa_class_academy_2023

Visit this Padlet to add your responses:
https://bit.ly/opa_classacademy_2023

Postdoc Perks

- Postdocs and spouses/partners are eligible for discounted meal plans
- Postdocs get 20% off at the Stanford bookstore and team store



Thanks for attending today's meeting!

Let us know if you have any questions!