

## NPAC Meeting 12/6/16

In attendance: Emily Pechar, Lydia Greene, Kendra Kaiser, Seaver Wang, Corrie Hannah, Ryan Peabody, Cathy Chamberlain, John Gardner, Chelsea Clifford, Joanna Blaszczak, Anna Wade, Lauren Carley

Meeting Objective: Review current status of initiatives and set goals to attain by end of spring semester

### Career Initiative:

- **Action Item:** Please read the document Corrie sent by Friday and send her any thoughts/additions. This document will be posted on the NPAC website as a summary of career resources
- Career services @ NSOE:
  - Deb is willing to meet with PhD students for 30 minute appointments
  - Duke Career center is open to PhD students and gives lots of good information (see the document)
- Marine Lab career services/prep is embedded into their program
  - We should brainstorm on how we can integrate this model at Main Campus in the future
  - Potential to launch courses on professional development?
- **Goals:**
  - Publish summary document of PhD career resources to the NPAC website
  - 1-2 page report of where this initiative could go in the future
    - Review the Marine Lab system and see if we could implement next year
    - Pull together new ideas for next year – proposal for growth

### Nic-VIC Initiative:

- Currently focusing on two priorities:
  - Formal collaboration session with MEMs – Poster session in the evening, “academic speed-dating”. Planning for late Jan/early Feb to align with when 1<sup>st</sup> year MEMs are planning their master’s projects
    - Money will be needed to put the event on – waiting to hear back about the graduate school funding
  - Develop an online database of people seeking or offering projects to collaborate on
    - Google Forms being pre-tested right now. Lauren will send out to NPAC so that we can all test. **Action Item:** Test this out and let Lauren know any thoughts!
    - Put the link on website, distribute via email, remind people once a semester that it exists
- **Goals:**
  - Hold the speed dating event
  - Launch the website/database

### Small Grants Initiative:

- Dean recommended that we solicit pre-proposals, but discussion in the meeting led us to think that people probably won't put in the effort that a pre-proposal requires.
- New timeline:
  - Send out an announcement about the grants (short) in December so that people can start thinking about it
  - Launch the full RFP in January, give a deadline of end-of-February (after the NIC-VIC event)
  - Meanwhile, set up a faculty committee to review proposals
  - Committee reviews proposals in March
  - Winners announced in late March/early April
- \$3,000 budget
- Make sure they include a detailed budget
- **Goal:**
  - Get a full project application cycle done by the end of the year

#### Website Initiative:

- Currently waiting to meet with Danielle this week
- Also trying to meet with IT to discuss how we can add content to the NSOE website
- Will focus on the structure of the website, but each initiative in charge of keeping their own sections of the website up to date
  - Make tabs for each initiative, then each initiative group is in charge of keeping theirs updating
  - **Action:** Update your initiative's page on the website (once created) with relevant documents and news updates
- **Goal:**
  - Have a functional and helpful NPAC and Nicholas School websites that are linked, and info on how people can keep their info updated
  - Meet with IT/Danielle about how to request changes to the actual Nicholas School Website
    - Career stuff
    - News: Speed Dating
    - Small Grants Initiative
  - Do a formal launch/marketing of the website with the PhD students, get our site linked with the big Duke sites, etc.

#### Symposium Initiative:

- Estimate of previous Ecology symposium - \$8-10,000
- We estimated that ours would cost \$5,000
  - Include an invited speaker
  - Inviting someone non-science-y but environmentally-related
  - Plan to solicit recommendations of who to invite
- Should we have concurrent sessions? This will depend on how many presenters apply
- Include a competition: Short, 3 minute TED talks on a project, include a prize
- Not having a poster session, just a reception

- Potentially hold over a weekend? Friday night and Saturday
- **Goal:**
  - Come up with the structure
  - Identify the funding and speakers
  - Set a date
  - Send announcement in the Spring

#### Marine Lab Initiative:

- Collect basic information – parking, where to stay, etc. Put it on the website, maybe big website too
- Listserve for couchsurfing/hosting – can post on website
- Increase telepresence for courses, etc.
- **Goal:**
  - Put information about travel logistics on the NPAC website
  - Launch and advertise the listserv for couchsurfing/hosting
  - Put together a 1 page of plans/suggestions for next year

#### Funding

- We need to become an independent student group within the Nic School – how do we do this?
  - Ask NSSC? Email Nancy Kelly
  - Joanna and John getting our fund codes

#### Outreach

- Earth Day outreach event?
- Find different individual people that have already found opportunities for outreach – make a mega-list
- Chairs of each program should make it their homework to “retrieve” those resources
- Get people to pledge to do outreach through the Nicholas School – space on the website with information on how to get involved in research
- Goals for the next NPAC committee – Outreach coordinator, can manage opportunities and send out lists to PhD students
- Maybe set targets – we want 5 people to go to this school. Create tangible goals that we can ask people to do
- **Decision:** we will make recommendations at the end of the year for how next year’s NPAC should move this forward
- **Goal:**
  - Come up with structure for how an NPAC outreach could look
  - Write a brief mission statement
  - Make plans to include Outreach information in 2017 Orientation