**Pathway Goal:** Research, Scholarship, and Creative Activity  
**Report:** Year-End: May 2018  
**Action Item #** 2-4

**Action Item Description:**

Establish benchmarks and policies for post-doc and research faculty that allow for research growth.

**Submitted By:**

<table>
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<th>Name</th>
<th>Department</th>
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<tr>
<td>Valarie Burke</td>
<td>Graduate College</td>
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**Working Group Members:**

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<th>Name</th>
<th>Department</th>
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<tr>
<td>Valarie Burke</td>
<td>Graduate College</td>
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<tr>
<td>Katelyn DiBenedetto</td>
<td>Graduate College</td>
</tr>
<tr>
<td>Martin Schiller</td>
<td>Sponsored Programs</td>
</tr>
<tr>
<td>Larry Hamilton</td>
<td>Human Resources</td>
</tr>
<tr>
<td>Sue DiBella</td>
<td>Office of Community Engagement</td>
</tr>
<tr>
<td>Tondra De</td>
<td>Faculty Affairs</td>
</tr>
<tr>
<td>Javon Johnson</td>
<td>College of Liberal Arts – African American Studies</td>
</tr>
<tr>
<td>Alexis Billings</td>
<td>Current UNLV Post-Doc</td>
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<tr>
<td>Joel Snyder</td>
<td>College of Liberal Arts – Psychology</td>
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**Process and Timeline:** Provide a brief summary of the year-long process for your working group.

- Implement report recommendations from last year.
- Align best practice recommendations from the National Postdoctoral Assoc. To practices at UNLV.
- Establish Postdoc Advisory Board.
- Report on Postdoc metrics.
- Further collaborate with VPRED and DRI on additional competitive and collaborative postdocs.
Describe what has been accomplished so far this year.

New:
- Committee membership changed - we lost a few members and gained a few members
- Created a Faculty Postdoc Advisory Board comprised of faculty that are currently working with postdocs. The goals of the group include: creating boilerplate language for grants, working on grants, suggest funding for postdocs, ways to increase postdoc hiring on campus, etc.
- Co-hosted a successful Graduate Faculty and Postdoc Mixer in September with DRI.

Continuing:
- Onboarding postdocs with a welcome package, frequently communicating with postdocs via their email group, hosting second Graduate Faculty and Postdoc Mixer event in March 2018.
- Membership in National Postdoctoral Affairs Association.
- We are trying to get every current postdoc to complete our climate survey; will report results in spring semester. We resent invitations for the survey and included an incentive. After each postdoc completes the survey a Coffee Bean coffee voucher will be delivered.
- Alignment of NPA recommendations and UNLV practices re: postdocs.
- Collection and reporting of postdoc metrics & data.

Identify next steps.

- Create and send out Graduate Faculty and Postdoc Mixer invite for March 2018.
- Schedule first meeting with Faculty Advisory Board in January or February 2018.
- Collect information and submit for GSS (Survey of Graduate Students and Post-doctorates in Science and Engineering) and report metrics.
- Alignment between NPA recommendations on postdoc policies & practices & UNLV postdoc policies & practices.

What will your final product be at the end of the year? Such as, what metrics which will be used to assess your progress/achievement, will a report be generated, etc?

- Report of suggestions from the Faculty Advisory Board.
- Report on postdoc climate survey results.
- GSS (Survey of Graduate Students and Post-doctorates in Science and Engineering) data and report on annual postdoc metrics.
- Report on policy recommendations.

You may have reference material to attach to this report. Select from the list.

X No additional reference material
OR
☐ Any material generated by this working group (if completed at this time)
Additional information to include (optional).

- Put together proposed budget and plan for Non-Research Faculty.
- Need to revisit draft of postdoc diversity program.
- Create and implement exit survey for leaving postdocs.
- Create a repository of successful proposals obtaining postdoc funding.
- Need to communicate more with faculty regarding postdocs.
- Host more postdoc events.
- Funding for postdocs.
- Awards, scholarships, travel grants for postdocs.
- Next steps with postdoc climate survey.
- Look into hosting National Postdoctoral Association future Annual Conference @ UNLV.
- Encourage UNLV postdocs to get more involved with the National Association.

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End of Mid-Year Report

Remainder of the report will be completed in May.
2017-18 Accomplishments.

- Set-up postdoc advisor email group.
- After Workday implementation, worked with HR to continue postdoc tracking and onboarding.
- Created in-house survey to accurately submit data for GSS (Survey of Graduate Students and Postdoctorates in Science and Engineering) for Carnegie Classification.
- Re-opened Climate Survey and added incentive for survey completion.
- Created and hosted first meeting for postdoc faculty advisory board.
- Co-hosted fall postdoc & graduate faculty mixer with DRI @ DRI in fall 2017.
- Co-hosted spring postdoc & graduate faculty mixer with DRI @ UNLV in spring 2018. In response to assessment feedback, we included a postdoc showcase where two postdocs presented their research at the beginning of the event.
- Awareness of UNLV’s Office of Postdoctoral Affairs, as demonstrated by people increasingly contacting the office with questions and requesting meetings.

SWOT Analysis: Determine the strengths, weakness, opportunities, and threats presented in the data.

| Strength(s) | 1. Support from Graduate College Dean Kate Korgan i.e. time and funding provided for postdoc events  
|            | 2. Creation of faculty advisory board. We are currently reviewing NPA (National Postdoctoral Association) Recommendations for Postdoctoral Policies and Practices. |
| Weakness(es) | 1. Involvement from postdocs and faculty advisors. Postdocs tell us they want professional development, events, and a community, but then don’t respond to surveys or attend events. |
| Opportunity(ies) | 1. Climate survey will provide data to enhance UNLV postdoc experience.  
|                | 2. Hiring a Graduate College Postdoctoral Scholar to assist with the Office of Postdoctoral Affairs.  
|                | 3. Hosting the National Postdoc Conference at UNLV.  
|                | 4. Applying for grants.  
|                | 5. Increasing the number of postdocs at UNLV.  
|                | 6. Designated postdoc space in the Graduate College new building, summer 2019. |
| Threat(s) | 1. Growing an office, community, opportunities, etc. without a budget.  
|           | 2. Faculty advisory board shared that they don’t necessarily want/encourage their postdocs to attend events/opportunities when they could be working. They want to work with me to identify workshops and events that they would want their postdocs to attend.  
|           | 3. Time. We have great ideas, items we want to work on, it’s just finding the time in the day. |
2018-19 recommendations and next steps

- What does the SWOT analysis reveal?
- What should the goals / activities be for the subcommittee?
- Who should be responsible?

- Create an exit survey for when postdocs depart.
- Increase response rate for climate survey and then analyze data.
- Implement tracking to ensure postdocs are meeting the Board of Regents requirement: “5. The duration of Postdoctoral Fellow appointment will, in most cases, be one year or two, and may not exceed five years.”
- Establish boilerplate language for grants.
- Create a repository of successful proposals obtaining postdoc funding.
- Create Postdoctoral Diversity Program.
- Network and get involved with the National Postdoctoral Association (i.e. perhaps obtain funding from UNLV to attend the national conference).
- Establish tracking system for non-faculty researchers (NFRs).
- Management of NFRs (possibly collaborate with VP of Research & Economic Development).

You may have reference material to attach to this report. Select from the list.

☐ No additional reference material

OR

☐ Any material generated by this working group

Additional information to include (optional).

End of Report