

Fellows and Young Investigators Steering Committee Meeting  
Thursday November 20, 2008  
Time: 11:00 AM – 12:00 PM

Bethesda: Building 31, Room 3A11

Dial in Number: (301) 435-4223 phone: (301) 435-5708/(301) 496-4346

Frederick: Building 549, Conference Room A

Dial in Number: (301) 435-4225 phone: (301) 846-1659

Gaithersburg ATC: 8717 Grovemont Circle, Rm 142

Dial-in Number: (301) 435-4224 phone: (301) 402-0441

Frederick: Cynthia St. Hilaire, Stephanie Watkins, Jim Gould, Rasmi Thomas  
Selinda Orr, Tim Chan. Michaela Wendeler, Michal Legiewicz, Ted Wright, Leslie  
Chinn, Geraldine O'Connor, Jordan Irvin, Jessica Walrath, Julie Torruellas Garcia

Bethesda: Christian Capitini, Orla Casey, Brid Ryan, Raed Samara, Krista Zanetti, Mary  
Velthuis, Thomas Paul, Huang Liang

Agenda Items:

1. Call to Order  
Welcome to new members and introductions
2. Excused Absences  
Jennifer Shen, George Lountos, Albert van Wyk, Gonzalo de la Rosa, Ewy  
Mathe, Karen Wyle, Poonam Tewary, Jill Ford, Ram Savan
3. Approval of October meeting minutes  
October meeting minutes have been distributed
4. Felcom Update (Tom):
  - a. Career Development seminar Small Colleges/PUI/Teaching for a Living  
Thursday December 11, 2008 from 1-3pm
  - b. Save the date. 2009 NIH Career Symposium to be held in Natcher on  
Tuesday 5/19/09
  - c. FelCom Social is organizing the Holiday party at the FAES house on  
Thursday December 11 from 6pm to 11pm
5. Subcommittee Updates
  - a. By-Laws/Policy Committee - none
  - b. Scientific Committee  
Scientific Survey – plans are in the work to implement a simplified on-line  
version of the survey with surveymonkey

New survey would feature fewer questions, sent to all NCI fellows. OIR is currently conducting a mentoring survey of NIH fellow's from all Institutes. May want to concentrate on NCI-specific issues.

- Recommendation to stratify previous survey results by gender.
- Exit survey is not running yet, but should be soon.

c. Community Life Committee

Social Event (Julie)

November FYI Social: Ice skating at Cabin John Ice Rink in Rockville. MD on Saturday, November 22<sup>nd</sup> at 3:30pm. The rink is open for public skating from 4-6pm.

Admission is \$6.25 and skate rentals are \$3.18. For those who are interested, we will go to a nearby restaurant afterwards for dinner and drinks. Please post the flyer (attached to email) and promote the event.

d. Retreat Committee (Ted)

Retreat meeting was held on Wednesday, Nov 19/08.

Ted will provide up to date information

- Retreat has been approved-location will be Hershey, PA at Hershey Lodge. March 18-20
  - Pending site visit approval
  - Website running by end of November
  - Abstract deadline for retreat will be Jan 7, 2009—need judges and judging deadline will be Jan 23, 2009
  - 4 workshops- vote on options using survey monkey (Ted will send out link via email)
  - Volunteers to organize workshops: Michal and Michaela organizing workshops- Raed and Christian volunteers to organize a workshop
  - Volunteers also needed to assist in contacting companies for the career fair. Talk to Orla or Krista for more info.
  - Suggestion of a CV workshop prior to retreat
6. New Business: Newsletter- send articles and ideas to Tim Chan
7. Adjournment: Next meeting is Thursday, Dec 18, 2008 at 11 AM.