

NIH Fellows Committee Agenda

Thursday, August 3rd, 2017

Wilson Hall Third Floor, Building 1

Call-in number: 1 866 772-5230, Passcode: 8168509

1. Welcome New Members
2. Introductions
3. Approval of April minutes
4. Remarks (10 Minutes):
 - a. FelCom Officers: Sarah Morgan, Elizabeth Gordon, Katherine Reding
 - b. Office of Intramural Training and Education (OITE): Lori Conlan
 - c. Office of Intramural Research (OIR): Charles Dearolf
5. New Business (40 minutes)
 - a. Training Director panel discussion
 - Jackie Lavigne, Chief of the Office of Education, NCI/DCEG
 - Elyssa Monzack, Intramural Chief of Staff, NIDCD
 - Deborah Philp, Director, Office of Education, Intramural Training Director, NIDCR
 - David Schneeweis, Deputy Scientific Director, NEI
6. Subcommittee and Liaison Announcements (5 Minutes)
7. Any other business (5 minutes)

Next meeting: September 7th, 2017

Meeting Minutes

Meeting was called to order at 4:03pm

Remarks

Felcom Officers

- Sarah Morgan – FelCom is still in need of an Animal Research Advisory Committee Liaison and a basic science co-chair for the Child Care Board. A general recruitment email will be sent out shortly to address this and identify new members for additional subcommittees.

Office of Intramural Training and Education (OITE): Lori Conlan

- Thank you for your help mentoring/training summer students and a reminder that next Thursday (August 10th) is Summer Poster Day.
 - Location: Natcher Conference Center (Building 45) from 9:00 am to 3:00 pm
 - There will be over 800 posters, so please come out and support our summer trainees!
- OITE is preparing its academic calendar for 2017-2018. Send Lori Conlan any suggestions for seminars over the next year.
- National Postdoc Appreciation Week is coming up (week of September 18th), and OITE is coordinating events across campus, dates TBD.
 - FelCom Social Committee – Should plan a networking event that week
 - FelCom Visiting Fellows Committee – Will also be cohosting an event TBD
 - OITE Campus Event – Ice Cream Social
 - Wellness Event – Free-throw contest outside Building 10
 - Movie Night – Screening of “The PhD Movie 2” from the makers of PhD Comics

Office of Intramural Research (OIR): Charles Dearolf

- Update on NIH hiring freeze:

- Decision to continue the hiring freeze at the NIH was made at the level of the Department of HHS. Except for certain exemptions related to safety, security, and patient care, new hires must be approved by the Department.
- How this affects “Research Fellow” position
 - HHS gave the NIH permission to hire 30 new Research Fellows this year. The positions were allocated to ICs by OIR.
 - After these new hires, the NIH cannot hire new Research Fellows until the overall number drops below a threshold set by the Department. At that point, NIH can request permission of the Department to make additional hires.
- How this affects “Exceptional 6th Year” positions:
 - Exceptional extensions of IRTA and Visiting Fellowships to a 6th year will still be available to select high-quality fellows based on well-articulated career plans. <https://oir.nih.gov/sourcebook/personnel/recruitment-processes-policies-checklists/exceptional-extensions-irta-visiting-fellowships-6th-year>
 - Note in particular the provision that once an IRTA/CRTA or VF takes any portion into an exceptional 6th year, after that year they may not remain at the NIH IRP in any capacity and cannot return until a minimum of two years have elapsed.
 - Extensions for IRTA fellows can be granted by the Scientific Director
 - Visiting Fellows qualify only if their visa allows. J1 visa extensions beyond five years are subject to review and approval by the G7 Peer Review Committee in OIR through DIS. G7 packages must be complete at DIS 6-months in advance.
- This does not affect hiring of new IRTA postdoctoral/postbaccalaureate fellows.
- Overall: Trainees should recognize that their time at the NIH is limited, and should engage in career planning continuously during their training period.

New Business

- Training Director panel discussion
 - Presentation by Jacki Lavigne covered the activities of the Training Office, including Outreach, Onboarding, Coaching, Oversight, Other.
 - Comments by Training Directors (TD):
 - Each TD described what it was like to work at his/her IC.
 - All ICs should have TDs or someone who plays that role – although there are some exceptions.
 - Some TDs have other job responsibilities, and each IC might have a different set of responsibilities, although there is an overlap in what is done.
 - Conflict resolution and confidentiality are critical components of being a TD.
 - It is important to get feedback, often in the form of surveys, from trainees to understand how to make the training experience better.
 - Questions from FelCom Meeting Attendees (Questions paraphrased):
 - What do you mean by conflict resolution, and what is the scope?
 - Although TDs can deal with conflicts between individuals/collaborators outside of the NIH, the majority of the work they do with conflict resolution is between individuals on the NIH campus including mediating discussions (e.g. authorship). The Ombudsman’s office is the best resource for conflicts with collaborators outside of the NIH.
 - How do you successfully organize a fellows retreat to increase participation?
 - Some ICs (NIDCD) used federal properties off campus (e.g. National Museum of the American Indian in Washington DC) to make the event more interesting.
 - Other ICs (NCI/DCEG, NIDCR) focus on incorporating NIH IC alumni as speakers and guests at networking sessions during their retreats.
 - All ICs expressed the importance of creating a culture of participation that often starts with the individual PIs.
 - Some ICs rely on panels of trainees to help plan and drum up support for training retreats.
 - Can you tell us more about how you were able to obtain such high rates of responses for trainee surveys?
 - It is best to make this a fellow driven process.

- Some ICs provide indirect incentives such as donations to non-profits in return for each survey response (Note: these incentives did not use government funds).
- Some rely on exit interviews which are mandatory.
- How do you engage PIs in the training process?
 - NIDCD hosts a seminar based on the book 'Entering Mentoring' to discuss best practices.
 - Recently, there has been a push from Dr. Gottesman to increase effective mentorship NIH-wide, which has also boosted initiatives to increase training.
 - Often increasing PI involvement starts from the Scientific Director's support.
 - Many TDs offer one-on-one support for PIs who wish to increase their mentoring effectiveness.
- How can we encourage engagement with our fellows?
 - There is a resource card for distressed trainees that will be available very soon. It will contain contact information for individuals and offices that students can contact for support. Meanwhile, if you see a fellow trainee in need, please direct them to someone (TDs, OITE) that might be able to help.
 - Wallet cards were mailed out to ICs last week, and should be distributed soon.
 - The OIR will also send out a PDF file of the contact list to all staff.
- Questions from TDs: Which institutes have advisory committee of trainees that engage with their TDs.
 - NIAID – Committee is a small group of postdoc/fellows at the NIH and others from their satellite campus in Montana. A main objective is to help plan their annual training retreat.
 - NIMH – Committee is a small group of postdoc/fellows that meet monthly. The main goal is to help plan and execute the annual training retreat.

Subcommittee and Liaison Announcements

There was no time for announcements. Please see the Subcommittee and Liaison Reports below.

Meeting was adjourned at 5:02pm

MEMBERSHIP

FelCom Subcommittee	Co-Chairs
Career Development Committee	Qiong Fu & TBD
Clinical FelCom	Scott Norberg & Chris Pleyer
FARE Committee	John Gallagher & Pushpanathan Muthuirulan
Mentoring Committee	Gloria Laryea & Jennifer West
Service and Outreach Subcommittee	Douglas Dluzen & Zelia Worman
Social Committee	Luiz Felipe Barella & Stal Shrestha
Visiting Fellows Committee	Fatima Ali-Rahmani & Stephanie Olivier-Van Stichelen
Wednesday Afternoon Lecture Series (WALS)	Fatima Chowdhry & Salina Gairhe

FelCom Liaison Position	Liaison(s)
American Federation for Medical Research (AFMR)	<i>VACANT</i>
Animal Research Advisory Committee	<i>TO BE ELECTED</i>
Child Care Board	Kimberly LeBlanc & Blake Warner
Committee on Scientific Conduct & Ethics	Andrew Frank-Wilson
Foundation for Advanced Education in the Sciences (FAES)	Eric Refsland & Simona Rosu
Graduate Medical Education Committee	Devika Kapuria & Kannan Kasturi
Graduate Student Council (GSC)	Sara Kimmich & Laura Gorrell
Human Subjects Research Advisory Committee (HSRAC)	<i>VACANT</i>
Medical Executive Committee	Scott Norberg & Chris Pleyer
National Postdoc Association	Didier Chalhoub
Outreach Liaison	Craig Myrum
PRAT Liaison	Dylan Murray
Recreation and Welfare Committee	Stal Shrestha
Training Directors Committee	Valerie Miller & Belinda Hauser
Women Scientist Advisors Committee (WSA)	Fatima Ali-Rahmani & Jessica Petrick

Institute/Center	Representative(s)	Institute/Center	Representative(s)
CCR-FYI (NCI)	Manasi Apte	NICHD	Suna Gulay
FDA	Narayana Garimella	NIDA	Andrew Kesner
NCATS	Mike Iannotti & <i>TBD</i>	NIDCD	Hui-Tung (Candy) Wong
NCCIH	Eleni Frangos	NIDCR	Belinda Hauser
NCI-CPFP	Claire Meaney (Basic) & Maryam Doroudi (Clinical)	NIDDK	Sarah Morgan
NCI-Shady Grove	Alison Van Dyke	NIEHS	Deirdre Robinson
NEI	Ruchi Sharma	NIGMS	Dylan Murray
NHGRI	Jason Sinclair	NIMH	Kathy Reding
NHLBI	Elizabeth Gordon	NIMHD	<i>VACANT</i>
NIA	Doug Dluzen & Christina Banuelos	NINDS	James Park (Clinical) & Tatjana Atanasijevic (Basic)
NIAAA	Karina Abrahao (Basic) & Carlos Cortes (Clinical)	NINR	Paule Joseph
NIAID	Eric Refsland	NCBI/NLM	Gurmeet Kaur
NIAMS	<i>VACANT</i>	USUHS	Debjani Mandal
NIBIB	Qianping He	VRC (NIAID)	<i>VACANT</i>

SUBCOMMITTEE & LIAISON REPORTS

Animal Research Advisory Committee

TO BE ELECTED

Seeking a new ARAC liaison! Nothing to report.

Career Development Committee

Qiong Fu & TBD

Our next meeting will be on September 7th, at 3PM in the OITE conference room (Building 2, 2W-15). We are recruiting new members so please join us!

Our first panel for the Fall, "Careers in Project Management," will be held on September 19th, 3-5PM, in Building 35, Room 620/630.

Childcare Board Liaisons

Kimberly LeBlanc & Blake Warner

The Child Care board met on June 1st, 2017. The 2016-2017 annual report was presented and discussed, along with a tour of the newly completed Northwest Child Care Center.

2016-2017 Annual Report

June 19th Committee Chairs Reports. Any recommendations which came out of the committee and approved by the board during the year.

Proposed recommendations for the following year – these are for discussion and approval today.

- 1) Maintain current level of support and programming while board continue to broaden monitor usage and impact of these programs
- 2) Modify the current backup care contract to remove the limit on total number of use by NIH employees and will make available to all employee including fellows, etc.
- 3) Support Aging and Dependent Care Committee

Comments: Dr. Wyatt in particular was concerned with the word 'maintain' in recommendation 1, feeling like the board needs to push the boundaries and ask for more support. He expressed that as long as we have a waitlist and all of the programs are not available to all parents at the NIH, we are NOT meeting the needs of the NIH community. There was a lengthy discussion on this point, with concerns about asking for more support at a time where we may have to make significant cuts to the budget. The final consensus was to reevaluate the wording of recommendation 1 before submitting.

NIH Childcare Board Membership

In 2018, there will be one or two open spots. The membership search has narrowed down the applicants to the top 5 and will choose the final member(s) shortly.

Please see attached PDF with pictures from the newly completed Northwest Child Care center!

The next child care board meeting will be Thursday, 10/26/2017 from 10:00a - 12:00p in Building 31/6C Conference Room 6.

Clinical FelCom and Medical Executive Committee

Scott Norberg & Chris Pleyer

Current Topics:

- **Pharmacy Medication Distribution**
 - o There are still some issues with delays in medication administration when the time the order is entered to the time that the patient actually receives medications.

- One of the issues is that some days of the week are busier than others in terms of clinic scheduling. The plan is to improve this process by working on reshuffling clinic schedules so that workflows are more evenly distributed throughout the week.
- The pharmacy has also worked on providing antibiotics for febrile neutropenia in the medication distribution machines on the nursing floors so that there is no delay in transporting antibiotics between locations.

- **Inpatient Palliative Care Unit**

There is a tentative plan to have an inpatient palliative care unit within the clinical center. The plan is to have two beds available by early 2018. There is an option to expand this if it proves successful. The service for the time being will extend to adults only with the option to eventually roll it out to pediatric patients as well.

Committee on Scientific Conduct and Ethics

Andrew Frank-Wilson

NO REPORT SUBMITTED.

FAES Liaisons

Eric Refsland & Simona Rosu

Insurance changes:

1. As previously announced:

- New enhanced **optional** Dental Program through MetLife (not included in the FAES health insurance plan) **enrollment began July 1st 2017** see the FAES website for more info.
- Increase in in-network copays \$15 for primary care, \$25 for specialist, **effective November 1st, 2017**.
- Increase in in-network and out-of-network deductibles, \$250 for individual in-network and \$500 for family in-network, **effective November 1st, 2017**.

2. New coverage policy:

- For new hires starting after the 1st of the month, **FAES insurance coverage will begin on the 1st of the next month**. This is because the OFM (Office of Financial Management) does not pay FAES for the interim period, and FAES can no longer cover it.
- For fellows leaving NIH, coverage will still extend through the end of the current month (as currently).

Financial workshop:

FAES is sponsoring a free financial workshop on Aug.31, and will work with OITE to provide a sign-up link for registration.

FARE Committee

John Gallagher & Pushpanathan Muthuirulan

The FARE 2018 results were presented at the meeting of Scientific Directors on June 21, 2017. Feedback from the scientific directors meeting was positive overall, with constructive feedback limited to suggesting the summary of total FARE applicants year-on-year be presented as a percentage of the eligible fellows rather than an absolute number, to normalize for changes in the population of NIH fellows. The scientific directors approved of the FARE awardee list without modifications. Below are some summary statistics we provided to the Scientific Directors.

Awardees and non-awardees were individually notified of their result by email July 18, 2017. All FARE 2018 applicants were encouraged to register for a poster at the NIH research festival. Awardees were specifically invited to the FARE awards ceremony, to be held on September 14th, 2017, 9:30 am (Masur Auditorium) during the NIH research festival. All are welcome to attend the FARE awards ceremony, where we will also announce the opportunity for individuals to serve on the FARE 2019 committee.

Graduate Medical Education Committee

Devika Kapuria & Kannan Kasturi

NO REPORT SUBMITTED.

Graduate Student Council Liaisons

Sara Kimmich & Laura Gorrell

NO REPORT SUBMITTED.

Mentoring Committee

Gloria Laryea & Jennifer West

The mentoring committee is seeking a new co-chair for the upcoming year and working on ideas to recruiting new members to the committee.

NPA Liaison

Didier Chalhoub

“You are a stronger force than you realize.”

“Your best story beats your best data.”

Francis Collins, Ph.D., National Institutes of Health (NIH) Director

• **NPA announcements and updates**

- Article about Parents in the pipeline was recently published on NPA website. It argues that parents, especially mothers, should have an equal opportunity to advance in science, technology, engineering and mathematics fields.
- An article entitled “Look for the leaders” was published in Nature. It stresses on the importance of having early-career leaders, especially with the present unprecedented challenges scientists are facing with Donald Trump as US president.
- Did you know that there is a Journal of Postdoctoral Research? This platform is for you to express your views on research, referee fellow postdocs’ interpretation of their data, and offer constructive criticism.
- Nominations for the NPA distinguished Service Award (DSA) are open. Submit the nomination package electronically to nominations@nationalpostdoc.org before Sept 6th.
- The July issue of The POSTDOCKET is now available: <http://www.nationalpostdoc.org/news/354890/The-New-Issue-of-The-POSTDOCKET-is-Available.htm>

JOIN the NPA!

Log on to the NPA member community, and engage with other members through blogs, forums, and member search functionality.

- Remember to join one or more of the committees listed below:

A. Advocacy Committee

Addresses all advocacy and policy issues relating to and affecting the postdoctoral community (including but not limited to general policy, diversity, and international postdoc issues).

B. Outreach Committee

Promotes the mission, values, goals, and business objectives of the NPA

C. Meetings Committee

Plans and organizes the NPA Annual Meeting

D. Resource Development Committee

Develops tools and resources for the postdoctoral community. New Potential projects are in need of volunteers. Contact me if interested.

E. The POSTDOCKET Committee

Plans and publishes *The POSTDOCKET*, the NPA's quarterly newsletter. POSTDOCKET archives is members-only. However, you might be eligible for a free Affiliate membership.

Outreach Liaison

Craig Myrum

1. Please send me ideas for the *I am Intramural* blog! If you or someone you know recently published a cool study that others might want to know about, let me know so I can write something up about it. It's a great platform to gain attention to your research! Note that takes a couple weeks between submitting and posting since many people must approve them.
2. The July-August *Catalyst* article was on training opportunities outside of OITE.
<https://irp.nih.gov/catalyst/v25i4/the-training-page>
3. The August-September *Catalyst* article will be on pedagogy training.
4. If you have an idea for the October-November edition, let me know! The deadlines for these articles are very early, so it helps to look far ahead.
5. Be sure to join the LinkedIn page! [Fellows at the NIH - FelCom](#)

Postdoctoral Research Associate Training (PRAT) Program

Dylan Murray

The PRAT fellowship program is accepting applications for the October 2017 cycle. This is a great opportunity to get an NIH postdoctoral grant (listed in NIH REPORTER) during your time here. You can apply during the first two years of your postdoc at the NIH (or before you arrive.)

NIGMS PRAT Program is a competitive postdoctoral fellowship program providing three years of support to fellows conducting research within the NIH Intramural Research Program, as well as additional mentorship, career development activities and networking. The program places special emphasis on training fellows in all scientific areas supported by NIGMS, including cell biology, biophysics, genetics, developmental biology, pharmacology, physiology, biological chemistry, computational biology, immunology, neuroscience, technology development and bioinformatics. Awardees are able to work with any PI from any institute of the NIH. Applicants to the PRAT program must apply using the Fi2 fellowship funding mechanism. Applicants can apply before coming to the NIH or within two years of starting work at an NIH laboratory. This is an NIH funding opportunity akin to the F32/NRSA individual postdoctoral fellowship award and is reviewed by an extramural study section. Applicants selected for the PRAT program receive an Fi2 fellowship award that is recorded in NIH RePORTER. Appointments are made at competitive salary levels, commensurate with experience and recognition of selection for this program. The next receipt date for applications is October 3, 2017. More information, including a recent application webinar, can be found on the NIGMS PRAT Program website.

NIGMS PRAT Program website:

<https://www.nigms.nih.gov/Training/Pages/PRAT.aspx>

Fi2 Funding Mechanism website:

<https://grants.nih.gov/grants/guide/pa-files/PAR-16-130.html>

Recreation and Welfare/Health and Wellness Committees Liaison

Stal Shrestha

The Science of Caregiving Conference will be held at NIH August 7th-8th.

Summer special offers 3 months of unlimited CrossFit!

This month, the Wellness @ NIH is providing the following fitness classes for FREE!

For more information, please go to <http://wellnessatnih.nih.gov/Pages/default.aspx>
<https://www.ors.od.nih.gov/pes/dats/wellness/Pages/index.aspx>
All classes are free and open to all NIH staff.

Please feel free to email if you have any question or suggestion! stal.shrestha@nih.gov

Social Committee

Luiz Felipe Barella & Stal Shrestha

We were thinking of planning either a happy hour (@ Tommy Joe's), or bbq (@ FAES House by Old Georgetown) this month.
We look forward to the committee's suggestion.

Service and Outreach Subcommittee

Douglas Dluzen & Zelia Worman

Announcements:

The SOS is looking for a **new Baltimore Co-Chair** to begin this Summer! Please email Zelia Worman (Zelia.worman@nih.gov) for more information

We are currently looking for activities that the fellows would like to participate in! Email Zelia.worman@nih.gov if you come across something we might have missed!

Upcoming Events:

- **(Bethesda and Baltimore)**
- **(Baltimore) Helping Up Mission:** <https://helpingupmission.org/> . You can volunteer in downtown Baltimore to help at a homeless shelter doing a variety of activities; GED prep, tutoring, and computer skills. Please contact Maria Wetherington (maweth821@gmail.com) at the HUM for further information on training and participation, etc.

Training Directors Committee

Valerie Miller and Belinda Hauser

Postdoc Subcommittee Meeting: June 7th, 2017

The Postdoc Subcommittee discussed tangible ways in which they could help to improve training for fellows. The Subcommittee decided to approach the Visiting Fellows Committee for potential ideas.

TDC retreat July 19th, 2017:

Overall the training directors retreat wanted to address the concerns:

1. How to train without limiting what is success?
2. Where do we make the change? At the graduate level? At the undergraduate level?
3. How can we train postdocs for biomedical careers?
Some postdocs feel the only hear about careers in academia-Faculty
4. Addressing biomedical science Ph.D problem- the Scientist Jan 2017
5. Employment outlook- How to trainees need to recognize skill development and networking skills, meeting communication.

Visiting Fellows Committee

Fatima Ali-Rahmani & Stephanie Olivier-Van Stichelen

1. Teams

Chairs: Stéphanie OLIVIER-VAN STICHELEN and Fatima ALI-RAHMANI

Secretary: Amir MANZOUR

Social: Dario MARANGONI, Ulrike BOEHM, Ray Subhasis

Country rep. coordinator: Gulcan AKGUL

Sciences Voices from Home (SVH): Martin LANG, Fany Messanvi

Brown bag: Randi PARKS

Webpage: Gulcan AKGUL, Sayantan CHAKRABORTY

Communication coordinator: Sayantan CHAKRABORTY

OITE advisors: Ella (Ulli) KLENKE

2. VFC Social update

- July 11th: Tuesday, **VFC Picnic Lunch** with the food trucks with 10 fellows (Ulrike)
- July 12th: Wednesday, **VFC Trivia Night** at Brickside at 7:30 pm with 10 fellows (Maja & Michael)
- July 15th: Saturday, **VFC Fellows into the Wild**, Saturday, Kenilworth Aquatic Garden with **15** fellows (Subhasis)
- June 27th: Thursday, **VFC Happy Hour** at Lebanese Taverna with 25 fellows (Ulrike, Maja & Michael)
- July 29th: Saturday, **Canceled due to bad weather VFC Fellows into the Wild**, Saturday, Potomac Heritage Trail, from Key Bridge to Chain Bridge and back with fellows (Subhasis)

Upcoming:

Fellows into the Wild with Subhasis

- Saturday, 12 August 2017: Visiting Fellows into the Wild! Potomac heritage trail (originally scheduled 29 July, but postponed due to weather)
- August 22th: Tuesday, **VFC Picnic Lunch** with the food trucks with 10 fellows (Ulrike)
- August 24th: Thursday, **VFC Happy Hour** (Ulrike)
OR
- Thursday, 24 August 2017: **Free Outdoor Movie** at Strathmore: Moana. This is part of Comcast Outdoor Film Festival Benefitting the NIH Charities,
OR
- Thursday, 25 August 2017: **Free Outdoor Movie** at Strathmore: Rogue one- star wars. This is part of Comcast Outdoor Film Festival Benefitting the NIH Charities,
Final event updates regarding the above options will be posted later.
- Hockey or Basket Ball Game (Ulrike) – More details will be announced

3. Brown bag seminar:

A seminar with NCI Cancer Prevention Fellow Martin Skarzynski on "**Learning data science – what's in it for me?**" was on June 15th at noon in the Building 35 second floor sky box. **7 people attended**

4. Election for Co-chair positions

VFC will be recruiting new co-chairs.

If you are interested, please join our meeting next week in-person, especially if you have never attended a VFC meeting before. The election will be held in September.

If interested, please email Fatima and Stephanie. stephanie.olivier-vanstichelen@nih.gov; fatima.ali-rahmani@nih.gov

5. Resources available

Tumblr page has listed all the country rep as well as linked to important page and information for Fellows.

<http://visitingfellows.tumblr.com/>

6. Next VFC meeting

8/9/2017, 12:00

Bldg 2, 2W15 12:00 pm

Call in No: 1-(866)-556-1965

Participant code: 2706089

WALS Subcommittee

Fatima Chowdhry & Salina Gairhe

Nothing to report.

Women Scientist Advisors Committee

Fatima Ali-Rahmani & Jessica Petrick

Nothing to report.