



Request for financial support for attendance of the 2017 Annual General Meeting of the Canadian Association of Postdoctoral Scholars (CAPS/ACSP)

September 28, 2017

Dear institutional administrator,

The Canadian Association of Postdoctoral Scholars (CAPS/ACSP) is a national organization representing more than 9,000 postdocs working in Canada as well as Canadian postdocs working abroad. Our association provides a national voice for postdocs and advocates for evidence-based improvement in Canadian postdoctoral policy at the national and provincial levels, as well as collecting data to inform policy decisions through our Canadian National Postdoc Surveys ([2009](#), [2013](#), [2016](#)).

The 7th Annual General Meeting of CAPS/ACSP will take place at the University of Ottawa on November 4, 2017 immediately following the 9th Canadian Science Policy Conference (CSPC) in Ottawa (Nov 1-3) and just prior to the annual meeting of the Canadian Association of Postdoctoral Administrators (CAPA) in Quebec City (Nov 5-6).

The attendance of postdocs at the CAPS/ACSP AGM and other national meetings regarding policy ensures the continuation of a meaningful dialogue between postdocs and the national organizations that represent their interests, as well as helping to promote the development of effective guidelines / policies to improve postdoctoral support across Canada. Thus, we encourage all postdocs to attend these meetings, but particularly members of institutional postdoctoral associations and CAPS/ACSP itself.

As you know, postdoctoral scholars are not typically represented by student, staff or faculty associations, and thus funding to support travel to meetings of this nature is difficult to come by, as CAPS/ACSP is a volunteer organization with no regular source of income with which to provide such support. As such, **we request that each institution provide financial support for at least one postdoc (preferably a representative from their local PDA or an active member of CAPS/ACSP) to attend our AGM** and/or the CSPC and CAPA meetings. Ideally this support will help offset the costs of travel, accommodation (shared rooms), and registration fees for the CSPC and CAPA meetings (\$300 and \$200, respectively). The CAPS/ACSP AGM is free to all members and food will be provided during the meeting, which runs from 8:30 AM until 5:00 PM (see attached agenda).

This institutional support will facilitate the involvement of postdocs in the national association that represents their interests, and provide an important opportunity to share the perspective of your local postdocs with other postdocs, administrators, and policy makers from across the country.

Any support that your institution can provide would be greatly appreciated and your institution, faculty, and/or department will also be recognized as a travel sponsor for the meeting on our website (<http://www.caps-acsp.ca/en/partners-and-sponsors/>) and AGM-related materials.

Thanks for your time and consideration.

Sincerely,

Joseph S. Sparling, PhD
Chair, CAPS/ACSP
chair@caps-acsp.ca

DRAFT AGENDA

TIME	EVENT	PRESENTER(S)
8:30 – 9:00 AM	Registration – coffee & breakfast snacks	
9:00 – 9:05 AM	Opening Remarks	JS Sparling (Chair) MN Adi (Past Chair)
9:05 – 9:30 AM	History of CAPS/ACSP	TBC
9:30 – 10:00 AM	CAPS/ACSP 2016-2017: Year in Review	MN Adi (Past Chair)
10:00 – 10:30 AM	Coffee & snacks	
10:30 AM – 12:00 PM	Group Discussions Reps from: CIHR (confirmed) NSERC, SSHRC, Mitacs, & BWF – TBC <u>3 Group Topics:</u> - Employment Status of Postdocs - Duration of Funding for Postdocs - Facilitating Career Development	Moderators
12:00 – 1:00 PM	Lunch & networking	
1:00 – 1:30 PM	Development of a National Group Insurance Policy for Postdocs	Insurance Working Group
1:30 – 2:00 PM	Income Tax Update: Self-Employment as an Option for Postdocs?	JS Sparling (Chair)
2:00 – 2:30 PM	Euraxess North America: An Introduction to CAPS/ACSP	Viki Bodnarova
2:30 – 3:15 PM	Strategic Planning Session I: The Future of CAPS/ACSP - Presentation and discussion period	JS Sparling (Chair)
3:15 – 3:35 PM	Coffee & snacks	
3:35 – 3:55 PM	Entrepreneurial Opportunities for Postdocs	TBC
3:55 – 4:15 PM	Career Development & Job Hunting Tools	TBC
4:15 – 4:55 PM	Strategic Planning Session II: CAPS/ACSP Advocacy - Presentation and discussion period	JS Sparling (Chair)
4:55 – 5:00 PM	Closing remarks	JS Sparling (Chair) MN Adi (Past Chair)

TBC = to be confirmed