



Bylaws of the Boston Postdoctoral Association

Article 1 – Name and mission

1.1 Name

The name of the organization shall be the Boston Postdoctoral Association, abbreviated BPDA.

1.2 Mission

The mission of the Boston Postdoctoral Association (BPDA) is to improve the postdoctoral experience by serving as a representative body that (i) furthers the common interests of, and (ii) addresses the shared concerns of all postdocs working in Boston and the surrounding areas. The BPDA will support and advocate for postdocs, organize events for postdocs, and serve as a communication platform for the postdoctoral associations.

Article 2 – Membership

2.1 Membership eligibility

A postdoc (postdoctoral scholar) is defined here as an individual holding a doctoral degree who is engaged in a temporary period of full-time mentored research and/or scholarly training for the purpose of acquiring scholarly, scientific and/or professional skills needed to pursue a career path of his or her choosing. A person with any title other than “postdoc” (e.g., “research fellow”) that fulfills these criteria will be considered a postdoc for the purposes of the BPDA.

Every Postdoctoral Association (PDA) representing the postdocs of an institution that is located in Massachusetts is eligible to become a member of the BPDA. Institutions may be colleges, universities, graduate schools, research institutes, research companies, or government laboratories. In cases in which an institution does not have an official PDA, any alternate body representing the institute’s postdocs is eligible to become a member.

Each eligible PDA can become a member of the BPDA by choosing at least one PDA representative who submits an informal request at a BPDA council meeting for their PDA to join the BPDA. Membership will be granted by a vote of the BPDA council (see Article 3 below). Membership may be denied, suspended, or terminated by a simple two-thirds majority of the BPDA council.

2.2 Current BPDA members

Currently (as of September 28, 2016), the BPDA consists of the PDAs representing postdocs of the following 16 institutions:

- Boston Children's Hospital (BCH)
- Boston University and Boston University Medical Campus (BU/BUMC)
- Brandeis University (Brandeis)
- Brigham and Women's Hospital (BWH)
- Broad Institute (Broad)
- Dana-Farber Cancer Institute (DFCI)
- Harvard Medical School and Harvard School of Dental Medicine (HMS/HSDM)
- Harvard T.H. Chan School of Public Health (HSPH)
- Harvard University, Faculty of Arts & Sciences (Harvard FAS)
- Joslin Diabetes Center (Joslin)
- Massachusetts Eye and Ear (MEEI)
- Massachusetts General Hospital (MGH)
- Massachusetts Institute of Technology (MIT)
- Novartis Institutes for BioMedical Research (NIBR)
- Tufts University (Tufts)
- Whitehead Institute for Biomedical Research (WIBR)

Article 3 – Governance

3.1 BPDA council

The BPDA shall be governed by the BPDA council. The BPDA council shall be the legislative and executive body of the BPDA. If a council meeting participant requests a vote regarding a certain matter during the council meeting, simple majority of the BPDA council representatives shall decide matters, except for decisions requiring a simple two-thirds majority as specified in the other sections of these Bylaws. Any vote requires participation from at least half of the BPDA members.

3.2 BPDA council representatives and voting policies

Each PDA that is a member of the BPDA should choose one or more postdocs as representatives to attend the BPDA council meetings and serve as a liaison between the BPDA council and the PDAs. Whomever each PDA sends as its representative at each BPDA council meeting will be eligible to cast that PDA's vote on behalf on all matters at that BPDA council meeting. Each member of the BPDA gets one vote on the BPDA council, regardless of how many representatives it sends to the council meeting. In cases in which several representatives of one PDA are present at a BPDA council meeting, it is up to those representatives from the same PDA to come to a consensus decision on how to cast their one vote on behalf of their PDA.

3.3 Electronic communication and votes

Each of the BPDA council representatives should be included in important electronic communications, such as votes, council meeting invitations, council meeting minutes, and other important announcements. It is the responsibility of each BPDA member to keep the email list of the representatives updated.

If a BPDA council representative requests a vote regarding a certain matter via email, simple majority of the BPDA council representatives shall decide matters, except for decisions requiring a two-thirds majority as specified in the other sections of these Bylaws. Any vote requires participation from at least half of the BPDA members. For electronic votes, representatives should be given a minimum three weekdays, preferably one week, to respond before a specific deadline for a given vote.

Article 4 – Council meetings

The BPDA council shall meet at least four times per year. Each BPDA council meeting is hosted by one of its members on a rotating basis. Each BPDA member can invite guests to the BPDA council meeting. At each BPDA council meeting, the hosting PDA and the specific date, time, and location of the next council meeting should be decided.

The hosting PDA is responsible for:

- Sending reminders for the upcoming BPDA council meeting at least one week ahead of time;
- Setting a meeting agenda by asking all BPDA council representatives for agenda items;
- Organizing a room, food, and drinks for the meeting;
- Running the council meeting;
- Taking notes at the council meeting and sending meeting minutes soon after the council meeting to all BPDA council representatives.

Article 5 – Committees

Committees may be established, and, when appropriate, terminated, by a majority vote of BPDA council. BPDA Committees shall promote the mission of the BPDA and are open to all representatives. Committees may be established either as permanent (long-term) component of the BPDA or as an ad-hoc (short-term) panel.

Article 6 – Ratification and amendments

6.1. Ratification

The Bylaws of the BPDA shall take effect immediately pursuant to ratification by a two-thirds majority of the BPDA council on May 15, 2015.

6.2 Amendments

Amendments to the Bylaws may be proposed at any time by one third of the BPDA council. Proposed amendments may be made to these Bylaws by ratification by a simple two-thirds majority of the BPDA council.

6.3 Review

The BPDA council shall conduct a review of the Bylaws of the BPDA every two years so as to evaluate and amend them if necessary to ensure that current procedures and policies of the BPDA comport with these Bylaws.

Drafted in February 2015 by Tobias Otto (DFCI) and Rebeccah Lijek (HMS)

First ratified on May 15, 2015,

by Asli Oztan Matos (BCH), Sarah Mazzilli (BU/BUMC), Alexander Sutton (Brandeis), Chantal Kuhn (BWH), Atray Dixit (Broad), Alison Taylor (DFCI), Christian Suharlim (HSPH), Ferdinando Pucci (MGH), Gary McDowell (Tufts), and Rebeccah Lijek (HMS/HSDM)

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