

MIPS Trainee Council Statement

Approved and Implemented on January 31, 2025

MIPS Trainee Council Mission

The Molecular Imaging Program at Stanford (MIPS) Trainee Council is the representative body of the MIPS trainee community, and its members can either be elected by MIPS trainees or recruited by MIPS faculty. Its mission is to improve the academic, professional, and social experience of MIPS trainees by:

1. engaging regularly with campus offices and MIPS faculty,
2. building and maintaining a diverse and vibrant MIPS community in collaboration with existing campus offices and MIPS programming, and
3. advocating for recognizable yet unmet needs of MIPS trainees.

All trainees in MIPS labs and funded by MIPS-affiliated projects are members of the MIPS trainee community. All personnel in MIPS labs as well as individuals funded by MIPS-affiliated projects are members of the MIPS community at-large.

Governing Structure and MIPS Trainee Representation

The MIPS Trainee Council (MTC) consists of representatives from the MIPS trainee community who belong to at least one of the following categories: MIPS trainee postdoctoral scholars, MIPS trainee medical fellows and residents, MIPS trainee research staff, MIPS trainee graduate students, MIPS trainee medical students, and MIPS trainee undergraduate students. All members of the MTC are required to take an active role in one or more of the annually proposed MTC events detailed in the MTC's proposed annual timeline (see pg. 2-3). MTC activities are overseen by the MTC Chair and Vice-Chair of the MIPS Trainee Council, and this overseeing body is termed the MTC Steering Committee. The MTC Steering Committee is responsible for interfacing with MIPS faculty, MTC MIPS faculty and program advisors, and MIPS administration as needed. Additionally, the MTC Chair attends specific MIPS faculty meetings to briefly present MTC progress updates and announcements to the MIPS faculty (FY25 proof-of-concept).

Schematically shown in **Figure 1**, this governing structure allows for MIPS trainees to serve on the MTC in a flexible capacity that can be defined via an activity-based manner while respecting the time commitment restrictions of not only the MIPS trainee representatives but also the MIPS faculty who are involved with MTC-related

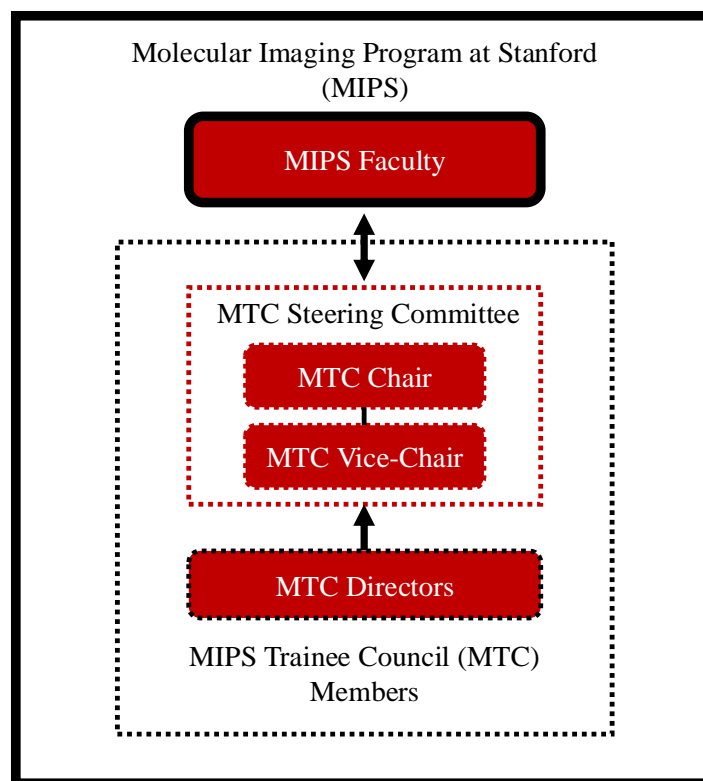


Figure 1. Approved formalization of MIPS Trainee Council structure. All members of the MTC serve on the Board of Directors. The MTC Chair and Vice-Chair are selected by the Board of Directors annually. The MTC Steering Committee, consisting of the MTC Chair and Vice-Chair, is responsible for effectively interfacing with MIPS leadership, MIPS administration, and MIPS faculty. MIPS leadership and MTC MIPS faculty advisors can authorize MTC proposed activities.

activities. If a MIPS trainee wishes to host an activity but does not want other obligations outside of their hosted activity, then the MIPS trainee can serve as an MTC Director. If an MTC member desires to dedicate more of their personal time to MTC leadership activities, they can seek advice from the actively serving MTC Steering Committee to assess their personal situation and professional timeline to make an informed decision about taking on additional responsibility by serving on the next MTC Steering Committee.

Infrastructure Rationale: This structure increases the likelihood of transferring acquired skill sets and wisdom of the current MTC Steering Committee to the succeeding MTC Steering Committee. With both the MTC Chair and Vice-Chair serving on the MTC Steering Committee, the MTC Chair can introduce and share the MTC administrative burden with the MTC Vice-Chair as the MTC budget year progresses. As the MTC budget year nears its end, the MTC Vice-Chair would have accumulated experience for an informed succession to the MTC Chair position for the following year, allowing the newly elected MTC Chair to work with new Vice-Chair selected by the MTC members. We aim to reduce MIPS trainee uncertainty via a formal governing structure that (i) incorporates a variable yet flexible set of obligations which (ii) can be tailored to the individual MIPS trainee representative. If applied and executed appropriately, this system will improve the health and longevity of MIPS trainee involvement in MTC activities as well as nurture a positive yet constructive relationship between the MTC and MTC-sanctioning MIPS faculty and program leadership.

Establishment of Annual Timeline for MIPS Trainee Council Planning and Events

From our analysis of the accumulated 2023-2024 MIPS Trainee Council experience, we concluded that there is a need for an annual and formal structure for MTC activities. We categorize and describe these activities into tasks relating to MTC housekeeping, MTC planning, and/or MTC events. *MTC housekeeping* consists of periodically updating and maintaining the social media activities of the MTC, such as updating the LinkedIn groups and coordinating with the MTC website administrator to update the MTC website for MTC recruitment and transparency purposes. *MTC planning* is comprised of MTC tasks that all members of the MTC technically can execute with variable levels of obligation (e.g. preparation of annual budget proposal); these tasks require neither MIPS budgeted support nor MIPS faculty effort. *MTC events* are either planned, hosted, or co-hosted by either one or more MTC members, and these events require budgeted support. Budgeted support comes from MTC annual budget unless the co-hosting non-MTC party provides full financial support for the event (e.g. MIPS Research Meetings). All MTC events require majority approval by the acting MTC MIPS faculty advisors as a whole and must follow Stanford University policies. This approval is granted at the fiscal year, when the budget is finalized via the concerted effort of the MTC Board of Directors, the MTC leadership, and the MTC MIPS faculty advisors.

As shown in **Figure 2**, we propose the following annual timeline for MIPS Trainee Council planning and events to the MIPS leadership and MTC MIPS faculty advisors. In **green**, we show the timeline and effort of internal MTC tasks relating to generation of our annual planning and budget, the previous MTC Steering Committee's transference of MTC leadership materials and insight to the succeeding MTC Steering Committee, and the year-round recruitment of MIPS trainee representatives to serve on the MTC. The year-round recruitment process is necessary due to the diversity of MIPS trainees who are at very different phases of their career development, and therefore, may depart from Stanford University and the MTC with variable timelines. In **red**, we depict events that require the volunteered effort of either MIPS faculty and/or MIPS leadership. In **orange**, we identify important MTC housekeeping tasks under the supervision of the acting MIPS Deputy Director that relate to (i) maintaining an active and updated mailing list of MIPS trainees and the MIPS community at-large and (ii) maintaining an active and updated MIPS

LinkedIn community. In **purple**, we show our co-hosted MIPS Research Meeting events with MIPS faculty that is fiscally supported by a budget outside of the MTC’s annual budget. Lastly, we use **yellow** to identify the timeframes during which the MTC will host their social events and **blue** to identify the expected timeframe of MTC planned and hosted workshop activities.

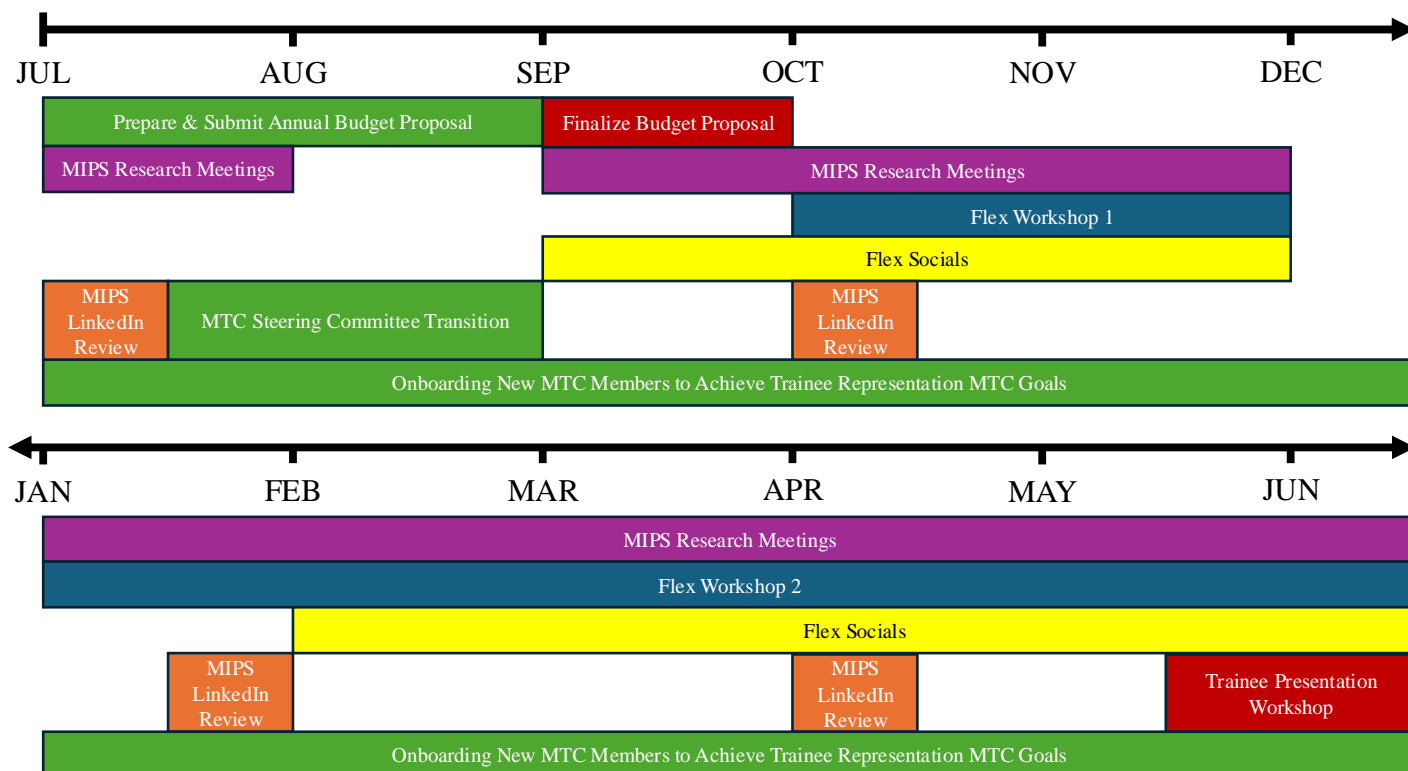


Figure 2. Annual timeline of MIPS Trainee Council planning and events. Green = internal MTC tasks; red = MTC tasks requiring a subset of MIPS faculty members; orange = MTC housekeeping performed under supervision of the active MIPS Deputy Director; purple = MIPS faculty – MTC collaborative events funded outside of the MTC budget line; blue = events funded by the flex workshop MTC event category; yellow = events funded by the flex social MTC event category.

MIPS Trainee Council Event Types

The MTC is permitted to host the four (4) following event types to further the MIPS-centric academic, career, and social programming for MIPS trainees. These event categories are detailed elsewhere (see Google Drive internal document FY2024-2025 MIPS Trainee Council Annual Budget Proposal).

1. ***MIPS Research Meeting (9-10 per MTC budget year):*** Co-hosted with MIPS faculty. Non-MTC budget.
2. ***Flex Workshops (1-2 per MTC budget year):*** Organized and hosted by MTC.
3. ***Flex Socials (4-6 per MTC budget year)***
 - a. ***MIPS Socials (2-3 per MTC budget year):*** Organized and hosted by MTC.
 - b. ***Joint Socials (~2 per MTC budget year):*** Co-organized and co-hosted with MTC.
 - c. ***Take-a-Prof-to-Lunch (1 per MTC budget year):*** Organized and hosted by MTC; FY25 proof-of-concept.
4. ***Trainee Presentation Workshop (1 per MTC budget year):*** Organized and hosted by MTC; FY25 proof-of-concept.