

MEETING OF THE NHERI USER FORUM COMMITTEE
January 28, 2019

MINUTES

In Attendance: Russell, Nina, Elaina, Antonio, David, Mohammad, Jim, Adda, Max, Liesel, Stephanie, Ramtin

1. Approval of meeting minutes from November 20, 2018 meeting

Russell made a motion to approve the minutes; Liesel second; no objections.

Elaina emailed Chris Thompson today to upload the past several meetings minutes to the User Forum webpage on DesignSafe.

2. New members

Max and Mohammad joined the UF for the first time this meeting, and provided a brief self-introduction.

Elaina requested Max and Mohammad send Elaina their profile picture and short description of research expertise to add to the User Forum webpage on DesignSafe.

Action Item: Max and Mohammad send Elaina information to add on webpage.

3. Report from User Satisfaction Survey committee

Liesel has received one user survey from the UCSD facility, but otherwise has not received facility-specific exit surveys either completed or in blank form. Liesel posed whether we, as the UF, need to do a separate survey like previous years, or continue to rely on the facility surveys.

Antonio mentioned there is a Council meeting on Thursday of next week, and suggested he could bring this issue up to the Council. Liesel requested Antonio request to the Council that facilities share data from their surveys, and on who has used the facility to date.

Liesel discussed developing a matrix to determine what questions the UF has been asking on previous User Satisfaction Surveys in comparison to each facility's exit surveys. From the matrix, the questions could be consolidated and moved towards adopting a

standardized set of questions across facilities.

Nina mentioned on the last NCO call the NCO requested an update on the UF progress in obtaining exit reports. Liesel suggested imposing a deadline of February 15 for facilities to supply this information to the UF to help stay on track.

Action Item: Antonio request the Council to share exist surveys with Liesel by February 15.

4. Report from NCO representatives

Nina provided an update: she informed the NCO about the new UF members, including their names and contact information. The NHERI Science Plan workshop was brought up; the UF is invited, however, up until the last NCO call the UF had not been formally invited via email. Nina shared the UF members' email addresses with Julio and Billy on the NCO who are coordinating the workshop, so that an invitation could be sent out. The UF members received the email invitation.

5. Report from ECO representatives

Adda provided an update from the December meeting: The REU summer recruitment is open. Based on previous years' feedback, a request was issued for more equitable cost of living stipends based on location-specific living costs. Karina has developed a spreadsheet to depict this difference for more equitable distribution of funds. REU research symposium has been scheduled to take place the first two days in August at UT Austin.

Elaina noted: Most REUs who have participated in the past stated that they got engaged through a faculty encouraging them to apply. Therefore, UF members in academia, please share the REU program with your students and encourage them to apply.

Mohammad updated: so far there are 54 applicants to the REU program. The sites should receive information by Feb. 4, and should make offers to students by Feb. 15.

Adda shared that the NHERI Summer Institute has been scheduled for June 5-7, 2019 at UTSA. Travel award applications are due Feb. 15.

Mohammad updated: The SI will also include social science presentations, including a presentation on CONVERGE. David provided that based on the NCO call, Lori Peek the

PI is planning to attend the SI and present, and there is active recruitment of social science participants to attend the SI.

Action item: UF members reach out to undergraduate students to share the REU program with them; reach out to post-docs and assistant professors to attend the Summer Institute.

6. Report from Facilities Scheduling representatives

Stephanie updated that the Facilities Scheduling committee has not met since August. Stephanie recently emailed Dan to see when the committee would reconvene, but hasn't heard back.

7. Report from Technology Transfer representatives

Jim updated that there has been some movement, including a meeting scheduled for Wednesday of this week to go through on-going research projects that the group feels would have short term potential to move into codes and standards. The group was asked to review short descriptions of various projects, and respond back to Bill Holmes with which ones might be potential candidates for the TT group to get involved in moving the findings forward.

8. Logistics of committee officer elections

Russell brought up that as he moves off of the UF committee, we will need a new chair. During this time of officer election, members can also move representative positions across the subcommittees.

Nina volunteered to roll off of the officer position or move up, however, she is happy to stay on the User Satisfaction survey committee.

Antonio suggested that since Russell may be the most neutral, he can receive emails of volunteers, nominations, and self-nominations and requests to roll on/off of positions.

Adda suggested Nina may serve well as chair to keep some leadership continuity.

Russell agreed and said either Nina or Elaina would be well suited for the chair.

Elaina suggested she is happy to move up to either chair or vice chair, or off of an officer position overall, but generally would prefer to move off the roll of secretary and ECO representative while maintaining membership on the committee.

Mohammad volunteered to serve as the ECO representative.

Action item: send Russell nominations and self-nominations for officer and subcommittee representative positions by the end of this week (Feb. 1.).

9. International Workshop to Develop Research Campaigns, Interdisciplinary Teams and Disruptive Technologies for the NHERI 5-year Science Plan

Russell discussed the upcoming workshop. Elaina is planning to attend and can represent the UF. Attendance to the meeting would be covered with a travel stipend with up to \$750 in reimbursement. Mohammad mentioned that the GeoCongress is the following week in Philadelphia so any attendees could combine their travel. Adda asked if the expectation is to attend both days. Antonio suggested that yes it is.

Antonio encouraged members to attend the workshop.

Russell imposed a deadline to request people to email him by the end of the week to let him know whether anyone is able to attend after looking at our calendars.

Action item: send Russell an email to let him know if you can/will attend the Workshop.

No other items were brought up to discussion. The meeting was adjourned at 1:37pm CT.