

MEETING OF THE NHERI USER FORUM COMMITTEE

January 18, 2018

Meeting Minutes

In attendance: Russell, Nina, Elaina, Antonio (NCO), Adda, Ramtin, Stephanie, Erik

1. Approval of meeting minutes from December 15, 2017 meeting

-Nina's email following the December meeting will serve as the meeting minutes for that meeting.

-Russell moved to approve the Dec. meeting minutes, Elaina and Nina second and third for approval; no objections.

2. Report from User Satisfaction Survey committee

-Liesel was not able to join the call. Russell provided an overview of the committee, and changes to the second-year survey.

3. Report from NCO representatives

-Antonio provided an update:

--NCO is working on the annual report, and need to add the UF meeting minutes to the report.

--No update on supplemental funding from NSF for the UF or NCO; Julio will meet with Joy P. tomorrow to discuss.

--Science Plan is being disseminated to researchers, practitioners, through organizations (e.g., EERI). Is this level of dissemination enough?

---Elaina asked: From my perspective, it still seems unclear how the NSF will honor the Science Plan.

--Antonio responded: NCO is hoping to organize an international workshop to stem interest in the Science Plan and bring experts together to promote future research on the areas and questions outlined in the Science Plan. NCO is working with the NSF to get the Science Plan referenced in the solicitations. The Science Plan will continue to be a living document.

--Russell shared that in his experience, workshops focused on identifying major issues, for

example, can be referenced in proposals as critical issues recognized by experts in the field, and that may have some leverage to reviewers, but thus far those have never been provided official NSF acknowledgement either.

--Antonio added a question the NCO has: Without NSF endorsement, what is the value that people give to the Science Plan? They may be aware of the Plan, but may not read it since there is no counterpart in added significance. Possibly this is something that could be added to a survey.

--The NCO has ongoing engagement with the EFs.

4. Report from ECO representatives

-Adda provided an update:

--The main discussion is on recruiting students to apply to the REU program. 17 have applied thus far, where 100 applicants is the goal. Deadline to apply is 2/1. Last year lessons learned are aimed at determining and offering better housing arrangements for REU students. Adda will send the application link and advertisement flyer to the UF for sharing.

--The Summer Institute application deadline is 2/15. They are aiming for 20 applicants, and have received 5 so far.

--Continuous efforts on education outreach through different initiatives.

5. Report from Facilities Scheduling representatives

-Ramtin provided an update:

--The committee is continuously keeping the scheduling system up to date and accurate.

--They committee is seeking volunteers for new members. Interested members should reach out to Ramtin, or Dan Zehner with the NCO.

---Russell asked who all is able to join the committee. Ramtin implied it is open, and they are recruiting with the intention of being inclusive.

6. Report from Technology Transfer representatives

-Jim was not able to join the meeting, but email Elaina to say that there are no updates.

7. Report from subcommittee for EF interaction with the UF – goals and who is involved

-A subcommittee has not yet been formed. There is general consensus that this effort is needed. Russell, Elaina, and Antonio discussed the purpose, and how to get started. Antonio suggested we need someone to volunteer as chair, and then recruit members via email. The engagement could take different forms: individual EF interaction, group EF interaction, asking EF reps to join UF calls for first half hour, separate calls with UF subcommittee, etc.

--Russell suggested the UF could start by sending an email to all EFs, and asking them if they have any items they would like to bring to the UFs attention, and that they could follow up via email, or schedule an individual call with us. Antonio liked this idea, and noted it should be a structured email to be sure to engage and draw out inputs from the EFs.

---Russell requested volunteers to draft this email. Antonio suggested a good starting place would be with the Facilities Scheduling committee. Ramtin suggested another UF joins the representatives for the Facilities Scheduling committee. Russell suggested that Stephanie would be a good candidate, to help her get involved. Stephanie agreed to join the Facilities Scheduling committee. Ramtin will e-introduce Stephanie to the Facilities Scheduling Committee. Ramtin and Stephanie will work together to draft an email to the EFs from the UF.

8. Other

a. Membership: UF has been in operation for one year, and should establish rules for succession.

--Antonio requested this item be added to the agenda, and provided an overview of his thoughts on it. The UF should not keep the same members for all five members. Will it grow, will it just change, all at once, or in intervals for different positions?

b. Plan for 2018: Summer Institute, participation at conferences, organize webinars, etc.

--Antonio suggested that making such a plan is an opportunity to look ahead, and inform us and provide leverage and ideas for writing proposals for UF activities.

--Antonio had to jump off of the call. Russell thinks his input is critical to both of these two 'other' items on the agenda, so the detailed discussion has been pushed to the next UF meeting.

Russell motioned to adjourn. Elaina second.