NGSC: EXECUTIVE COMMITTEE MEETING AGENDA

Date: 3 Nov 2023   **Time:** 11:00 am CST   **Location:** ZOOM

Meeting Start: 11:04 AM CST

Item 1: President's Welcome (Emmaleah Jones)

I.   Introduction of new Officers and Chairs of Standing Committee's

- Avipriyo Chakraborty, *Chair of Technology and Communication*
- Samira Tafazzol, *Vice Chair of Diversity, Equity, & Inclusion*
- Jenny Russell, *Vice Chair of Membership*
- Nurullah Bektas, *Vice Chair of Research*
- Benjamin Labar, *Vice Chair of Workshops and Mentoring*

II.   Training & Orientation with Richard Campos

- NHERI GSC has a website (https://www.designsafe-ci.org/learning-center/nheri-graduate-student-council/) which contains the Constitution, the Inclusivity Statement, past meeting minutes and recordings, etc. Please explore and make yourself familiar with it.
- *Attendance Expectations*: 1st Friday of every month (Executive Committee meeting), 3rd Friday of every month (General Body meeting). Attendance is taken virtually, so you must log-in to your personal account. Eligibility for elections, funding, as well as NSF quotas are tied to attendance. Please contact Emmaleah and Richard if you are not able to attend any executive committee meetings.
- *Standing Committee Expectations*: conduct necessary business and host workshops or events each semester. All presentations and recordings should be sent to Robin for addition to the website.
- To add events to the NHERI GSC Google calendar or to send out general membership communication, contact Avi at j00957875@students.jsums.edu.
- All new executive committee members please update your information in Appendix E here: https://utsacloud-my.sharepoint.com/:x:/g/personal/robin_nelson_utsa_edu/ETlwHPYa8ZtEnAPzeVxs0CsB5Zm-wK-HcS44dP-OJy_yNA?e=DRYrUQ

Item 2: Review of Prior Minutes (Jordan Nakayama)

- Previous meeting minutes (October 6th) *passed*
- Attendance for the meeting is as follows:

Executive Position	Name	Attendance Y/N
President	Emmaleah Jones	Y
Vice President	Richard Campos	Y
Secretary	Jordan Nakayama	Y
Vice Secretary		
Treasurer	Natalie Coleman	Y
Vice Treasurer		
Chair Workshop & Mentoring	Rajendra Gauntam	Y
Vice-Chair Workshop & Mentoring	Benjamin Labar	Y
Chair Diversity, Equity, & Inclusion	Harman Singh	Y
Vice-Chair Diversity, Equity, & Inclusion	Samira Tafazzol	Y
Chair Research	Rakesh Salunke	Y
Vice-Chair Research	Nurullah Bektas	Y
Chair Networking & Community	Julie Elliot	Y
Vice-Chair Networking & Community	Ashray Saxena	N
Chair Membership	Daniel Yahya	N
Vice-Chair Membership	Jenny Russell	Y
Chair Technology & Communication	Avipriyo Chakraborty	Y
Vic-Chair Technology & Communication		
User Forum Rep	Esteban Villalobos Vega	Y
President-Emeritus	Holly Davies	Y

Item 3: Treasurer's Report (Natalie Coleman)

- Proposal Committee Update:
  - Will have one more meeting scheduled by Elliot to transition/transfer responsibility to Natalie.
  - Idea planning for ways to connect with NHERI Site PI's to continue networking and making connections for inclusion in proposals.

Item 4: NHERI Updates (Robin Nelson)

- Group lead by Amina Meselhe, Natalie Coleman, Emmaleah Jones, and Julie Elliot have worked to create a proposal for Natural Hazards Research Summit May 14th and 15th. We have a session spot held for our organization. The current plan is to present a session on "branding." More details to come.
- There will be limited funding for attendance at the conference, but the availability is unknown at the moment. Updates will come from Robin.
- Robin is Chair of ECO so use her as contact out to other NHERI network contacts.

Item 6: Working Group Updates (Any or all groups)

User Forum Rep:

- Overview of position: attends User Forum meetings which contains representatives from many of the NHERI network organizations (ECO, NCO, etc.), they focus on evaluating the user's experience for each site. They send out yearly survey and published data. And now there is a graduate student voice in the User Forum.
- As a response to Julio, they proposed having a general body meeting next year and inviting Joy Pauschke. Something to propose and try to schedule for the future.

Research:

- Working on selecting the RSR. Nominations will end the 5th.
- On the 6th you will receive a Qualtrics survey. Please select a member from each and this response will be sent to Rakesh and final decisions will be made and the RSR selected will be nominated. If you need additional time, please reach out to Robin and Rakesh, but keep this as a high priority for completion.

Networking:

- Potentially starting a WhatsApp or Slack just for informal communications between members, with the intent of encouraging connections, sharing about upcoming conferences, coordinating meet-ups, etc… This would also serve as a way for the Exec Committee to share info with our membership without having to send an email to the full membership. More details coming soon!
- The second item we've been discussing is creating a member directory so that individuals can learn more about each other and quickly access contact information. This would be a public-facing directory, so we would obtain consent from members before they are incorporated into the directory. More details to come on this either via email or during our next meeting!

Workshops & Mentoring:

- Would like to have a meeting with Emmaleah, Richard, and Rakesh to discuss future plans for workshops.

Item 7: AOB (Jordan Nakayama)

I. Constitution Amendments:

A. Vice-Chair to automatically fill the Chair position if the Chair steps down outside of the normal election cycle

   1. This amendment *passes*. 13 for, 0 against, abstentions 4

B. Revise the name of the "Technology and Communication" standing committee to "Social Media and Outreach"

   1. This amendment *passes*. 13 for, 0 against, abstentions 4

C. Revise Article VII, Section 2 for clarification of the Subcommittee Representatives position

        1. This amendment *passes*. 13 for, 0 against, abstentions 4

   D. Extend the term limit of the User Forum Representative to two years

        1. This will be voted on at the next meeting because of a change of language to the Constitution

II. AOB

- Recommendations for new cloud sharing since there are issues with people having to have space on DropBox.
  - Vote to move to OneDrive, 13 for, 0 against, 4 abstentions. *Passes.*

III. Confirming Next Meeting & Speaker: Tim Cockerhill, Director of User Services at Texas Advanced Computer Center (TACC)

Meeting Close 12:15 PM

Notes and Action Items