

MEETING OF THE NHERI USER FORUM COMMITTEE
April 17, 2023

MINUTES

In attendance: Maggie, Antonio, Kamewshar, Claudia, Wei, Stephanie Pilkington, Esteban, Mohammad, Sara, Shane, David, Yazen, Idil

1. Approval of meeting minutes from March 20, 2023.

MK approves, Wei seconds. No objections.

2. Discussions on:

- a. Summer Institute

MK will send an email related to the Summer Institute and compile the responses.

Antonio: NCO supports the travel expenses for members of User Forum. Requests can be sent for others that can represent UF even if they are not members.

MK will talk with Julio and ask funds for 2 members or representatives.

Esteban: Representatives are not necessarily part of User Forum. GSC will send 10 people.

- b. Meeting with NCO

MK: Thanks to all who attended the March meeting. Other members are welcome to attend to introduce themselves. Next Meeting is on Friday at 3 pm Eastern. MK will send an email to remind.

3. Report from User Satisfaction Survey committee

Maggie and Esteban are planning to add some questions to test the satisfaction of graduate students and involved the Graduate Student Council.

The committee uses diverse tools to invite people to fill out the survey. One tool is to email the facility PIs and ask them to circulate within their networks. We can encourage the PIs more to circulate the survey more widely.

Antonio: UF currently have representatives across the board. A report from UF on how things are working would also be useful. It doesn't need to be a survey but a review on the committee's opinion on how things are working.

Maggie: UF members are encouraged to fill out the survey every year. This will also be discussed more during happy hour.

Kameswar: User satisfaction survey in each facility's website may be useful.

Maggie: All facilities have some form of user survey but we can have something on the

website.

MK: We may add a comment section on where the facilities can improve.

4. Report from Graduate Students Council

No further updates.

Virtual mini conference and collaborative research challenge in May 26 is the next activity.

5. Report from NCO representatives

Wei: Idil, Wei and others (?) attended. We gave brief introduction. Julio discussed the science plan.

The plan is all UF members to attend and introduce themselves.

Antonio: There were also discussions related to preparation for annual review from NSF (June 13). Nothing is needed from UF for now, but Antonio will reach out to MK if needed.

6. Report from ECO representatives

MK will introduce Sara to Robin as the new representative. Stephanie Paal sent the meeting minutes to MK.

Summer Institute will be on 21-23 June.

7. Report from Facilities Scheduling representatives

Claudia: PIs were asked to deliver their reports by mid-April. Tall building test is delayed due to weather, it will start in May instead of mid-April, but the timeline for deliverables will not be affected.

One of the parts of the wind tunnel is not being used. Discussions were on using it for educational purposes (in conferences or UG education). Discussions are ongoing.

8. Report from Technology Transfer representatives

Yazen and Shane: no updates. Still working on two issues, search tool for ongoing NHERI projects and white paper from last year that discuss different mechanisms for technology transfer.

9. Report from Communication and Outreach Subcommittee

Stephanie Pilkington: no updates. Next meeting is this Friday.

Claudia: NHERI spotlight campaign will be one of the highlights of the NSF report.

Follow us on Twitter.

10. Others

All the members set in subcommittees. Kamewshwar will be in Facilities, Sara will be in ECO. Idil is the secretary.

MK Adjourned at 1:46 Wei seconds.