

**Education and Community Outreach Committee
Meeting Agenda
November 7, 2017 – 11 am Central Time via Zoom**

<https://DesignSafe-ci.zoom.us/j/920445207>

1. Attendance and approve October 2017 ECO Committee Meeting minutes

In attendance: Joon Yee Chuah (UT Austin – DesignSafe), Patricia Clayton (UT Austin), Chad Kusko (Lehigh), Kurt Gurley (University of Florida), Pedro Lomonaco (OSU), Elaina Sutley (NCO), Laura Lowes (University of Washington – RAPID), Mohammad Khosravi (UC Davis), Arindam Chowdury (FIU), Karina Vielma (UTSA)

2. NHERI REU Summer Program

- a. REU recruitment open – Updates to come (0 applications received as of 11/7/17)
 - i. Email recruitment
 - ii. Social media recruitment

It was discussed that each site could publicize and recruit applicants to the REU program in their Facebook page.

- b. Application available at <https://www.designsafe-ci.org/learning-center/reu/>

Please distribute the REU application widely.

- c. REU Research Presentations budget needed – OSU

OSU will provide the budget as soon as possible. (Dan was traveling.)

- d. Review proposed mentor training schedule

Discussion generated the discussion about who would participate in the mentor trainings as well as the approximate timeframe for the training outlined in the condensed proposal. Some universities do not have mentors picked out for the REU program until 2 or 3 weeks before the start of the program. So we opted to change the start dates of the mentor training to 2 weeks prior to the start of REU block 1. Sites will make an attempt to engage assigned mentors earlier than this. As to the matter of who participates in the mentor training, sites have varying participation from faculty mentors and graduate student mentors. It was decided that all will be invited and there must be at least one mentor participating (either graduate student or faculty mentor) for each REU student.

- e. Summer housing information needed (OSU, University of Washington, UC Berkeley, UC Davis, UC San Diego, UF, FIU)

The above sites will need to provide housing information to be included in the welcome letter to the students.

3. NHERI Summer Institute

a. Recruitment for 2018 Summer Institute

Recruitment for the 2018 Summer Institute has started. Early career faculty and graduate students are encouraged to apply.

b. Application is now open: <https://www.designsafe-ci.org/learning-center/summer-institute/>

Please help distribute the Summer Institute application widely.

c. Leadership meetings – ECO Committee Meeting to be held June 6th (afternoon)

Plan to attend the ECO in-person meeting on the afternoon of June 6th, 2018.

d. Review proposed Day 2 schedule

It was discussed that the proposed Day 2 schedule of the Summer Institute did not include all participants listening to all EF sites. Concurrent sessions were not favored by presenters. It was suggested that 20 minute presentations to all participants was preferred. Therefore, a new proposal will be presented for the December meeting.

In the afternoon of Day 2, the Summer Institute participants will engage in cases put forth by the EF sites that encourage the use of EF resources. For this reason, EF representatives and PIs will be needed to participate and help answer questions for the participants. The content of the afternoon (Day 2) has not been determined, but a lesson plan will be created with this intent.

e. Lesson plans will be requested for participating sites

Lesson plans for the site presentations will be requested earlier this Year 2. Please be prepared to prepare a lesson for your presentations.

4. EF Research to Practice Webinars – All sites to participate

UT Austin will help lead the first R2P webinar. We will address needs for presenting the webinars with the first presentation.

5. Educational Materials

a. Review NEES educational materials

- i. <http://nees.org/education>**
- ii. <http://nees.org/education/nees-community-contributions>**
- iii. <http://nees.org/education/for-teachers/k12-teachers>**

The ECO Committee was asked to review the NEES educational materials which will be available online at the above URLs. Karina will send more information to help review the documents that we wish to add to the Learning Center in the DesignSafe website.

Action Items:

- RECRUIT for REU (target = 100 applicants in Y2) – now through February 2018
- Recruit early career faculty for Summer Institute – now through February 2018
- Review new REU mentor schedule – by November 30
- Review new Summer Institute schedule – by November 30
- Review NEES educational materials & select which to transfer to DesignSafe Learning Center – by November 30
- Send housing information for REU program – ASAP
- Plan to host 1st Research to Practice webinar in December with UT Austin – by November 30
- OSU – send estimated REU Research Presentation budget – ASAP