

**Education and Community Outreach Committee
Meeting Agenda
March 9, 2018 – 12 pm Central Time via Zoom**

<https://DesignSafe-ci.zoom.us/j/779341941>

1. Attendance and approve February 2018 ECO Committee Meeting minutes

In attendance: Laura Lowes (University of Washington), Chad Kusko (Lehigh University), Mohammad Khosravi (University of California-Davis), Joon Yee Chuah (TACC – University of Texas at Austin), Patricia Clayton (University of Texas - Austin), Arindam Chowdhury (Florida International University), Amal Elawady (Florida International University), Lelli Van Den Einde (University of California – San Diego), Pedro Lomonaco (Oregon State University), Elaina Sutley (NCO User Forum), Karina Vielma (University of Texas at San Antonio – NCO)

2. NHERI REU Summer Program

- a. REU 106 applications received
 - i. 31 offers have been made
 - ii. 21 offers were accepted
 - iii. 2 more positions available
- b. Update on REU student details
 - i. NHERI REU Orientations
 1. Block 1: May 31, 10am-12:30pm Central Time
 2. Block 2: June 19, 1pm-2:30pm Central Time
 - ii. Travel to OSU for research presentations
 1. Flights & hotel
 2. Meals
 - iii. Deliverables (Weekly timesheets & evaluations, weekly research paper draft, lesson plan, final research paper, presentation, poster)
 - iv. Attendance to Research meetings & Career workshops/presentations
- c. Speakers needed for the following presentations/workshops:
 - i. Effective resume writing (CV) – June 25 – **Lehigh**
 - ii. Cover letters for employment – July 9 – **Lehigh**
 - iii. Personal statement for graduate school – July 16
 - iv. NHERI career panel – July 23
- d. Faculty/Graduate Student mentor training
 - i. Review materials / Contribute experiences

The REU program received 106 applications which met our target metric. 31 active offers were made for 33 positions. 21 offers were accepted. 2 more positions are available. Several ECO representatives were going to check to see if they could take another REU student. Please notify Karina if you are interested in extending an offer to a fourth REU student.

For the purposes of keeping everyone informed, the REU program has two blocks. Block 1 will begin on Tuesday, May 30th. We ask that you keep May 31st from 10am-12:30pm Central Time open since this will be the scheduled time for the NHERI REU Orientation which students will be required to attend. Important information will be given to students at this time. Block 2 will

begin on Monday, June 18th and their REU Orientation will be held on June 19th from 1pm-2:30pm Central Time. Please do not schedule any activities during this time.

All students will be travelling to OSU for their research presentations, networking, and tour of the OSU experimental facility. Students will have their flights, meals, and hotel paid for by UTSA (NHERI grant). Please advise REU Block 1 students that they must return home after August 7th.

All students will be required to submit deliverables on time. They will be asked to have timesheets signed by their mentor. They will have weekly self- and program-evaluations. Students will also be asked to submit weekly research paper drafts, a lesson plan geared towards their research, a final research paper to be submitted on DesignSafe, a final presentation and a poster.

Attendance to Research meetings and Career workshops and presentations is required. Please do not schedule activities during these times.

We still need more presenters for at least two of the career workshops. Lehigh has volunteered for two. We would like more EF sites to present on behalf of their university. Please notify Karina of any potential presenters. The career panel on July 23rd will showcase NHERI professionals and their career paths. Students are extremely interested in learning about the various careers and career paths of professionals.

The REU faculty and graduate student mentor training dates are set. For those who have participated as an REU mentor in the past, please contribute your experiences during the sessions; your attendance is extremely valuable.

3. NHERI Summer Institute

- a. Select participants
- b. Register to attend at <https://www.designsafe-ci.org/learning-center/summer-institute/registration/>
- c. Submit materials for participant binders

We will need to select participants. We have funding for 25 Summer Institute participants. The committee decided to select 25 from the new list. Several applicants turned in their applications late. All will send Karina their votes by March 19th. Selected participants will be notified via email.

For those attending the Summer Institute of June 4-6th, please register online. The registration page is now open.

Also, if you have materials for the Summer Institute participant binders, please submit those by May 15th to assure that they are placed in the participant binders. You can send flyers through email if they do not require excessive printing. Otherwise, please mail to

*ATT: Karina Vielma
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One UTSA Circle, BSE 2.106*

San Antonio, TX 78249

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

- a. Research to practice webinar
 - i. Two more presenters needed for 2018 spring semester
 - 1. April
 - 2. May

We still need Research-to-Practice two presentations before the end of the semester. Send the names and emails of potential presenters to Karina at Karina.Vielma@utsa.edu.

5. Upcoming ECO Meetings

- a. April & May – WhenIsGood survey
- b. June 6 – Summer Institute

Our next meetings in April and May will be decided on using a WhenIsGood survey. Please fill out when it is sent out. Our last meeting will be held during the Summer Institute. If you can attend, please register online (see the Summer Institute items for the link), and notify Karina.

6. Adjourn