

**Education and Community Outreach Committee
Meeting Agenda
January 9, 2017 – 11 am Central Time via Zoom**

<https://DesignSafe-ci.zoom.us/j/907637936>

1. Attendance and approve December 2017 ECO Committee Meeting minutes

In attendance: Laura Lowes (University of Washington), Chad Kusko (Lehigh University), Mohammad Khosravi (University of California-Davis), Matt Schoettler (University of California – Berkeley), Joon Yee Chuah (TACC – University of Texas at Austin), Adda Zekkos (User Forum), Karina Vielma (University of Texas at San Antonio – NCO)

2. NHERI REU Summer Program

- a. REU recruitment open – Update (10 apps, 12 letters)

It was recommended that REU alumni send out recruitment emails to their peers. Karina has asked REU alumni to do this. The ECO Committee is also sending out the flyer and posting at their universities and affiliates. Karina will send the recruitment email to the ECO committee for distribution. Joon Yee also will send the message to the DesignSafe user-base. Suggestions for recruitment also include to send out personal emails to Summer Institute contacts.

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

- c. Application deadline is February 1st!

- i. Student selection

1. February 2 – Sites receive student information
2. February 9 – Preliminary selection of students
3. February 15 – 1st offers made to students

For housing information, we will let accepted students know to cooperate with the universities in order to secure summer housing. Karina will send out an email with the updated letter of acceptance.

- d. Speakers needed for the following presentations/workshops:

- i. Effective resume writing (CV) – June 25
- ii. Cover letters for employment – July 9
- iii. Personal statement for graduate school – July 16
- iv. NHERI career panel – July 23

Lehigh and University of California-Davis will look into hosting one (each) career presentation. This is great exposure for the university's resources and we encourage other EF's to consider hosting one of the career presentations. If you are interested, please contact Karina for more information.

3. NHERI Summer Institute

- a. Recruitment for 2018 Summer Institute – Update

Four Summer Institute applications have been received for travel stipends. Karina will send the email with recruitment information to the ECO Committee. Please forward to faculty and early career faculty or organizations that will help recruit for this opportunity.

- i. K-12 teacher applications

*The committee decided to open teacher applications on February 16.
Updates will be sent for publication to Chris Thompson.*

- b. Application available at <https://www.designsafe-ci.org/learning-center/summer-institute/>
 - c. General registration – open date
*General registration for participants will open **February 16.***
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

Chad will work to help communicate with the Lehigh speaker; Mohammad will also work with Karina to organize their upcoming webinar. It was suggested that there be a set day of the week for seminars related to each of the natural hazards, or another type of organization for the audience to know what to expect and not be overwhelmed by the amount of information in the Education and Training section of the Learning Center. (However, the availability of the speaker plays a critical role in the planning of the seminars.)

We will need to coordinate webinars across the NHERI network to have them archived and branded properly. It was suggested that branding be consistent throughout the webinars and that a calendar be developed to help users as well as those planning seminars (to avoid overlap and best timing). Karina will contact the NCO with this line item to have them address it.

5. Educational Materials

- a. Review NEES educational materials
 - <http://nees.org/education>
 - <http://nees.org/education/nees-community-contributions>
 - i. K-12 teacher and student resources
 - ii. Webinars (a) Educational (b) Training
 - iii. REU
 - iv. Summer Institute / Faculty development

Karina will send the webpages that need to be reviewed to the members of the ECO Committee. Please review your section and identify materials and content that we want to keep for the Learning Center on DesignSafe. The above pages can serve as categories when determining where to keep NEES content.