

**MEETING OF THE NHERI USER FORUM COMMITTEE**  
**September 10, 2019**

**MINUTES**

**In Attendance:** Elaina, Stephanie, Adda, Ramtin, Nina, Antonio, Jim, Mohammad, Liesel

**1. Approval of meeting minutes from August 15, 2019 meeting**

Nina made a motion to approve the minutes; Adda second; no objections.

**2. Report from User Satisfaction Survey committee**

Surveys from all facilities have been received and the user satisfaction survey has closed. Liesel and Maggie are analyzing survey data collected through the User Forum's survey and developing the report. The facilities surveys have not been analyzed yet but is planned for later in the fall semester. Two reports, one for the focused user group and another in the overall user group, are being created. The User Satisfaction Survey committee will on Monday, September 23 to develop a systematic rubric for assessing user satisfaction using methods other than a formal survey.

**3. Report from NCO representatives**

The NCO is developing a special collection of manuscripts highlighting NHERI capabilities and its components. The full paper is due January 2020. Elaina polls the User Forum on interest in submitting a manuscript. Concerns are brought up that the User Forum may not fit the purpose of the collection or that the data collected by the User Forum should not be included. The NCO encourages the User Forum to submit an abstract. Content of the abstract is discussed and includes: the formation of the User Forum, its purpose and goals, the processes for assessing user satisfaction, the user satisfaction survey (no data from user satisfaction surveys will be included), and how user satisfaction evaluation is evolving by using other methods to assess satisfaction (such as using EF surveys or the rubric being developed by the User Satisfaction Survey committee). Elaina asks for any objections to submitting an abstract; no objections.

Dan Zehner has reduced his effort to 50% from his previous appointment, and the NCO is

hiring a Purdue PhD student, Seungwook Seok, for the fall semester. The Science Plan team is working on the second edition that includes call-out boxes of the twelve NHERI components. NHERI is discussing with NSF about its ongoing existence beyond the original five-year award.

**ACTION ITEM:** Elaina will draft an abstract and send to the User Forum for review.

#### **4. Report from ECO representatives**

A formal meeting has not been scheduled. The ECO has narrowed down the dates for 2020 Summer Institute to June 15 – 17 or June 17 – 19.

**ACTION ITEM:** All: Send Mohammad your preferred dates for the 2020 Summer Institute.

#### **5. Report from Facilities Scheduling representatives**

Dan emailed an update stating the NCO is hiring a graduate student (see update above under item 3). No other updates from the Facilities Scheduling representatives.

#### **6. Report from Technology Transfer representatives**

A call took place yesterday (9/9/2019) to discuss the in person meeting being held on November 14 and 15 in Alexandria, VA. The agenda for the in person meeting was discussed. The in-person meeting will include: a representative of each NHERI facility to summarize their projects and activities; discussion of the implementation white paper that was previously sent to the User Forum, discussion of the Technology Transfer reviews of proposals and awards and potential impacts or implementations.

#### **7. Other Items**

No other items.

Elaina motioned to adjourn; Nina second. The meeting was adjourned at 2:52 pm CT.