

MEETING OF THE NHERI USER FORUM COMMITTEE
November 20, 2018

AGENDA

In attendance: Russell, Elaina, Nina, Liesel, Jim, David, Stephanie, Erik, Antonio
Regrets: Adda, Ramtin,

1. Approval of meeting minutes from October 17, 2018 meeting

Russell started the meeting at 2:05pm CT.

Elaina motioned to approve; Liesel second; no one opposed; minutes were approved.

2. Report from User Satisfaction Survey committee

Liesel and Kevin prior going through the report, a one to two page explanation of the evaluation process, including low participation in the survey and PI and staff interviews, was provided to the NSF. Ultimately Joy recommended the survey be revisited, including who it is submitted to. Joy also suggested the UF looks at the facility surveys (approximately four facilities are already doing exit evaluations), and look for commonalities to develop a single survey executed by all facilities where the UF has access to the results. In this case, some data would be shared simultaneously with the UF and facilities; other data may only go through the UF first to maintain some level of anonymity for providing any negative feedback (should it exist).

RG: what was Joy's take on the fact that only a portion of the facilities are performing surveys?

LR: she did not comment on that. Joy went to a solution to the evaluation issue. She also suggested pairing down the list of several hundred users to the much smaller list of actual users who engage with and spend time at the facilities.

DJ: did Joy have a reaction to the difficulties experienced while getting the PIs to participate in interviews?

LR: she did not comment on that.

3. Report from NCO representatives

a. Response to feedback from reverse Site Visit with NSF

The NCO submitted their responses to the initial feedback following the reverse site visit with NSF. The NSF has not provided any additional response or feedback to the NCO response. However, this secondary round of feedback is not expected. No secondary round of feedback is assumed a good thing. If Joy felt something in the NCO response was not satisfactory, she would have most likely reached out. With no second round of feedback the NCO moves forward assuming they are on the right track.

4. Report from ECO representatives

a. Summer Institute schedule June 5-7, 2019 at UTSA

b. REU application open

Elaina gave a short report on ECO updates, as she was not able to attend the October ECO meeting. These included a reminder that the Summer Institute dates have been set, although there may be conflict between those dates and the UF this year. Also, the REU application is live on DesignSafe.

RG: I recall the ECO was interested in recruiting more applicants from institutions that aren't considered major research institutions.

ES: That is correct, however, I do not have an update on how they plan to do that.

RG: using large list serves, like USGR, may be a good approach since geotechnical engineering professors at small and large institutions are subscribed to it.

ES: Great suggestion; I will pass this information along to the ECO.

5. Report from Facilities Scheduling representatives

Stephanie reported that the FS committee has not met since the last UF meeting, so no updates.

6. Report from Technology Transfer representatives

Jim indicated that there were no updates other than an intended meeting for January to start moving forward again.

Antonio brought up that the TT committee is looking for new members. IF the UF has any suggestions for practitioners to join the TT committee, please share with him and/or Bill Holmes.

7. New member election

Two people have been nominated for each open position, so now the election needs to be setup on DesignSafe.

Antonio provided insight on the logistics of the election.

Russell will contact Chris Thompson to set up the election on DesignSafe, including providing Chris with text to post on the webpage.

Antonio will send the forms, emails and language used in the last election to Russell.

An image, link to faculty webpage, and short description of expertise should appear on the election site.

8. Logistics of committee member elections

Russell and Erik will both roll off of the committee upon the completion of the elections. At or around that time, new officer elections will take place.

9. Other items to discuss

There were no other items brought up for discussion.

The meeting was adjourned at 2:35pm CT.