

MEETING OF THE NHERI USER FORUM COMMITTEE
September 22, 2020

MINUTES

In Attendance: Stephanie S., Antonio, David, Max, Mohammad, Liesel, Shane

1. Approval of meeting minutes from August 18, 2020

Stephanie made a motion to approve the minutes: Max second; no objections.

2. Report from User Satisfaction Survey committee

Three agenda items were discussed in the last User Satisfaction Subcommittee meeting. The first item was the 2020 user satisfaction survey. Maggie is currently compiling a report on the 2020 survey which will be sent to members of the UF for review before it goes to the NCO. The version that will be sent to the UF for review may have some graphics issues which are currently being sorted with Qualtrics. The final version of the report will be posted on the website by early October. Maggie also prepared a presentation that was given to the subcommittee that included highlights from the 2020 survey. Overall the responses were very positive particularly regarding the staff at the NHERI experimental facilities. It was also reported that the science plan was used more than in previous years which is a positive development. One common critique was inconsistent data formatting. There was some discussion in the subcommittee meeting regarding what can be done to improve data formatting, however this may be fairly difficult because there is a wide range of data that is formatted in a number of different ways. Unfortunately it is not clear from the survey what type of data the “data formatting” critique was specifically referring to.

The second item was discussion of the modules for 2021, which are a set of questions that will be added to existing facility assessment tools (e.g. exit surveys). The modules are currently in very good shape, and the next step would be to get them to the experimental facilities so they can be added to the existing assessment tools.

The final agenda item in the subcommittee meeting was regarding the use of both the user satisfaction survey and modules together. This agenda item was tabled in the meeting, however it was noted that the modules will provide continuous data throughout the year that will require a larger effort on the part of the User Satisfaction Subcommittee.

3. Report from NCO representatives

Most of the discussion in the last two meetings was focused on renewal of the proposal. They have created a task force that will evaluate how they will proceed. Billy gave an update on the science plan, and there has been significant progress on confirming that past group members will serve in the science plan revision effort. CONVERGE has also provided members to serve on the science plan committee. There was also a presentation from the ECO focused on the 2021 Summer Institute and REU programs.

Julio asked for a small document that summarizes the experiences of the UF. There is currently a draft of that document from past and current members that will be given to the NCO. The renewal timing is currently uncertain, but this document will be useful when the time comes.

4. Report from ECO representatives

Working to finalise dates and format for the 2021 Summer Institute and REU programs. The REU program will be run in two blocks. The first block will be between June 2nd and August 10th. The second block will be between June 14th and August 20th. The summer institute will be June 16-17. The format is currently under consideration but looking at in-person or hybrid. No details discussed regarding specific format. The current intention is to include K-12 educators in the summer institute; however this is contingent on funding.

5. Report from Facilities Scheduling representatives

The scheduling committee had a meeting on Sep. 2nd. The discussion was focused on making changes on current scheduling procedure. Currently, many considered the paperwork and the overall scheduling process for experiments in NHERI facilities are too lengthy and not necessary. During the discussion, several members have suggested a simplified scheduling process should be considered in both reducing the number of steps and the amount of paperwork. Details on the related modification was not discussed.

6. Report from Technology Transfer representatives

There hasn't been much progress on users contacting the committee to discuss tech transfer. Last year there was a meeting in December – not clear if there is a plan for that meeting this year. Tech transfer isn't limited to NHERI grant recipients, so there is an effort to connect outside groups to the tech transfer committee (e.g. several groups at NIST that are

working on code updates).

Stephanie S. motioned to adjourn; Shane second. The meeting adjourned 4:25pm ET.