NGSC: EXECUTIVE COMMITTEE MEETING MINUTES

Date: 5 May 2023  Time: 11:00 am CST  Location: ZOOM

Meeting Start: 11:03 AM CST

Item 1: President’s Welcome (Taylor Heath)

Item 2: Review of Prior Minutes (Jordan Nakayama)

- Previous meeting minutes (April 7th) passed
- Attendance for the meeting is as follows:

<table>
<thead>
<tr>
<th>Executive Position</th>
<th>Name</th>
<th>Attendance Y/N</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Holly Davies</td>
<td>Y</td>
</tr>
<tr>
<td>Vice President</td>
<td>Taylor Heath</td>
<td>Y</td>
</tr>
<tr>
<td>Secretary</td>
<td>Jordan Nakayama</td>
<td>Y</td>
</tr>
<tr>
<td>Vice Secretary</td>
<td>Julie Elliott</td>
<td>Y</td>
</tr>
<tr>
<td>Treasurer</td>
<td>Elliot Nichols</td>
<td>Y</td>
</tr>
<tr>
<td>Vice Treasurer</td>
<td>Nurullah Bektas</td>
<td>Y</td>
</tr>
<tr>
<td>Chair Workshop &amp; Mentoring</td>
<td>Jasmine Bekkaye</td>
<td>Y</td>
</tr>
<tr>
<td>Vice-Chair Workshop &amp; Mentoring</td>
<td>Olaniyi Afolayan</td>
<td>Y</td>
</tr>
<tr>
<td>Chair Diversity, Equity, &amp; Inclusion</td>
<td>Maggie Webb</td>
<td>N</td>
</tr>
<tr>
<td>Vice-Chair Diversity, Equity, &amp; Inclusion</td>
<td>Harman Singh</td>
<td>N</td>
</tr>
<tr>
<td>Chair Research</td>
<td>Taylor Heath</td>
<td>Y</td>
</tr>
<tr>
<td>Vice-Chair Research</td>
<td>Rakesh Salunke</td>
<td>Y</td>
</tr>
<tr>
<td>Chair Networking &amp; Community</td>
<td>Saman Khedmatgozar</td>
<td>N</td>
</tr>
<tr>
<td>Vice-Chair Networking &amp; Community</td>
<td>Ashray Saxena</td>
<td>N</td>
</tr>
<tr>
<td>Chair Membership</td>
<td>Faith Nnenanya</td>
<td>Y</td>
</tr>
<tr>
<td>Vice-Chair Membership</td>
<td>Sasan Dolati</td>
<td>N</td>
</tr>
<tr>
<td>Chair Technology &amp; Communication</td>
<td>Niko Grisel Todorov</td>
<td>Y</td>
</tr>
<tr>
<td>Vic-Chair Technology &amp; Communication</td>
<td>Mostafa Ebrahimi</td>
<td>Y</td>
</tr>
<tr>
<td>User Forum Rep</td>
<td>Esteban Villalobos Vega</td>
<td>Y</td>
</tr>
</tbody>
</table>

- Additional member attendance: Chengxin Feng, Samuel Daramola, Wrya Abdullah, Soolmaz Khoshkalam, Shayan, Daniel Yahya, Peter Ogunjinmi

Item 3: Treasurer’s Report (Elliott Nichols)

- Proposal team met May 4th. Moving towards a new program to apply for the grant.
- Elliott will be sending out emails for those interested in getting involved and when the next proposal team meeting will be.

Item 4: NHERI Updates (Robin Nelson)

- The Natural Hazards Research Summit will be May 2024 in Washington D.C.
- The revision to the Constitution must be wrapped up before August. Tay will send out emails to assign tasks and dates for completion.
Item 6: Working Group Updates (Any or all groups)

- **Workshop and Mentoring**
  - Academic publishing workshop Friday, June 9th 1:00PM CST. We have confirmation from Dr. Jack Baker from Stanford and 2 NHERI GSC students.
  - This workshop will provide a presentation from Dr. Jack Baker, and then there will be a panel of Dr. Baker and 2 experienced NHERI GSC students for Q&A.
  - This workshop (and all workshops hosted by NHERI GSC unless otherwise noted will be on zoom).

- **Diversity, Equity, and Inclusion**
  - Working on updates to the website and supporting information from the DEI group.
  - Working on updates for the DEI REU and GSC workshop on July 12th.
    - Looking for volunteers to moderate and answer questions. Please contact Maggie or Harman for additional details.

- **Research**
  - A webpage has been set up with the mini-conference information and a preliminary program has been established.
  - We will work on sending a final program pretty soon. The mini-conference will be on May 26th between 10 AM and 5 PM CST.
  - Mini-conference reviews have been shared with the presenters
  - The final check-in meeting with the Research Challenge Participants is on May 12th.

- **Membership Update**
  - Questionnaire for new members is being developed to enhance engagement of the membership.
  - First meeting on July 14th, speaker and additional details will be sent out once finalized.

- **Technology and Communication:**
  - Tracking the social media account analytics to reach as many people as possible.
  - NHERI GSC slack channels are open to all members and provides channel specific information.

- **User Forum Updates**
  - Dr. C will not be able to join at the June meeting, but is being scheduled for August.
Item 7: AOB (Jordan Nakayama)

I. A Review and Proposal of Changes to NHERI GSC Constitution (Taylor Heath)
   - The annotated Constitution:
     https://docs.google.com/document/d/1BMMaI1YJhVFYz7_C1JrgG1kVlg6cBm_/edit
     a. Yellow = requirements for good standing
     b. Other colors = duties for each specific role within the executive committee
     c. Everyone must review the constitution, and review/reflect on your role.
     d. Tay will send out an email assigning tasks to the executive committee members to complete.
     e. Tasks must be completed in two weeks at which point Holly and Tay will edit the document for final review.
   - The proposed changes from last month’s meeting: working groups and research groups
     https://docs.google.com/document/d/1xa9WLr1j-e23yNODB12mHKfrF0sYJDNJ/edit
     a. Originally, we have had the working groups and their “members” involved in meetings. However, the roles and responsibilities generally only require the presence of the chairs and members are not as involved.
     b. The proposal is to create positions for research specific working groups. This would allow those involved in the same research area can meeting and network with similar experience.
     c. These proposed changes have been voted on and passed.

II. AOB
   - The Annual Report: need 3 volunteers to head up the writing of the annual report and 3 members will also be selected.
     ▪ Jordan Nakayama, Faith Nnenanya, and Niko Grisel Todorov

III. Confirming Next Meeting & Speaker: Tracy Kijewski-Correa “Rejections in natural hazard publications”

Meeting End: 11:47 PM CST