

MINUTES

PEER SLC Meeting on 02/01/2003 in Los Angeles

In attendance: Patxi Uriz (UCB), Lijuan (Dawn) Cheng (UCSD), Mike Gebman (UCSD), Leonardo Massone (UCLA), Alberto Salamanca (UCLA), Emily Guglielmo (UCLA), George Gimias (Washington), Vanessa Camelo (Caltech), Case Bradford (Caltech)

Minutes Prepared by Case Bradford

8:55: At Patxi's suggestion, we start 5 minutes early.

- Casey's draft e-mail to recruit new members. No copy available, but discussion as to who would receive it. Case to e-mail to everyone in the afternoon. (He still hasn't, as of 2/12. -case.)
- New representatives:
 - New Irvine representative? "happyhad" Chad Hardon
 - Does anyone know students at USC/Stanford that might be interested?
 - Emily and George to fish around for USC/Washington
- Draft budget Proposal (Leonardo presented a draft for review)
 - Santa Barbara was Annual Retreat, goes on separate line
 - Palm Springs SLC student day needs to be revised, assumption was that we would each find our own way there.
 - PEER interdisciplinary Seminar series is STILL HAPPENING, Prof. Mahle is scheduled to talk soon, put this back into budget.
- Student Day
 - March 7th. Patxi's Birthday.
 - Patxi distributed some information with the agenda.
 - How many posters will there be? How will we work out setting them up? Make setup time closer to poster time? Is opening plenary session in different room? Cut evening break back, add 1/2 hour to lunch? Mention we need time to set up posters to powers that be. Have student day during closed meetings? Extend 2-hour block to end with talks? I like this one. Patxi to talk w/ Greg Deierlein, as we JUST DON'T KNOW WHAT TO DO.
 - SLC meeting? Invite everyone? If only 2 SLC members are in attendance, maybe skip the SLC meeting.
 - Prize for Student Competition: Have an informal selection of a student poster. Education Committee didn't want to have it as a formal competition, with judges etc. Mike to e-mail Scott and see what the status is for the Italy conference.
 - I'd love to go to Italy.
 - Guest Speakers: We've done nothing. Get a student? Vanessa to contact Keith Porter (Caltech) Andy Guyader (Caltech), Ayse H. (previous SLC) to discuss speaking.
- March 15, conference call, remote meeting
 - Ides of March = March 15. Everyone agrees to read more Shakespeare. Case to e-mail everyone to figure out the details.

BREAK for snacks.

- Patxi performs elaborate welcoming ceremony, we resume the meeting
- New Offices/Officers: After some brainstorming:
 - SWOT Committee Chair
 - Responsible for collecting SWOT analyses, shape SWOT survey, generate report from data.
 - For now, office to be held by Mike/Patxi.
 - Engineering Community Liaison
 - Responsible for coordinating outreach and other community activities with ASCE/EERI/SWE and other engineering organizations at each school. Hopefully, this will help get undergrads active in the engineering community to know about us.
 - George interested in this office.
 - Pre-College Outreach Chair
 - Design activity templates for pre-college students. Coordinate activities, new or existing, for outreach to K-12.
 - Dawn to look into this, hold this office for now.
 - Events coordinator
 - Plan SLC events such as Annual Retreat, Quarterly Meetings, take some of Rena's duties. Not necessary at the present, but good to plan for in the future.
 - Fundraising Chair
 - Self evident, again we will probably want to have such a position in a few years, but at the moment it isn't needed.
 - BIP Liaison
 - Liaise with BIPs.
- Outreach Chair: Existing unfilled position, addresses some issues brought up during brainstorming. Emily to take this position.
- Patxi needs regular coffee breaks to function
- We're back now.
- Following the agenda, we now move to officer duties and progress reports
 - Patxi: President.
 - Has made outline for annual report.
 - Casey: Secretary
 - Minutes etcetera, will e-mail draft this afternoon. (He lied, - case)
 - Vanessa: Alumni Advisor
 - Answer questions, make transition smoother
 - George: Engineering Community Liaison
 - No new progress, position less than 3 minutes old, so that's okay.
 - Emily: Outreach Chair
 - Another new position, no new progress.

- Alberto: Historian
 - Takes pictures, and doing very good work.
- Leonardo: Mentoring
 - Wants to send e-mail to the list, get mentors for website, organized by thrust areas, include abstracts of research?
- Mike: Webmaster
 - Discussed website, new features, pictures, links
 - Dawn: Pre College Outreach
 - Will meet with Prof Ashford to get a feeling for how the previous programs were organized, keep everything documented, make templates for other schools, discuss the recruitment of participants.
- Trilateral Meeting at EERI meeting in Portland
 - Who will be there? Patxi hasn't heard from other SLCs, things still up in air.
- Suggestions for other meeting locations: Hawaii
 - I'm just saying.

Meeting Minutes for afternoon session

1:33 PM – 1:40 PM Summary of the importance of the Hotsi Totsi, for new members, by Patxi

Poster competition at Student Day

- Will pursue this if Education Committee would like to do this. Mike will ask Dr Ashford if they want to go forward with this. Prize: trip to the STESSA conference in Italy

Tri-center collaboration

- 2 PhD students, who are nearing completion of their study, can be funded to visit the other 2 EQ Engineering Research Centers
- Students should be PEER funded

Active Outreach

- Patxi will talk to asce, eeri, swe, and other groups to promote SLC
- Patxi is interested in starting a local SLC at Berkeley

Future Meetings via Internet

- WebEx meeting: if 10 people, at 4 locations, at \$0.45/minute, then the cost of a 4 hour meeting would be: \$432
- MSN messenger can be used by Leonardo and Mike to collaborate on Mentoring Site Development
- Webex: Mike will inquire with Rena about getting a demo version available to SLC
 - o Everyone interested in using this application, soon
 - o Debugged by SLC members: such as Leonardo, Alberto, Emily, Mike, and eventually others as well
 - o Implemented for next meeting, on March 15th

2:15 PM SLC President falls asleep during discussion of SWOT Analysis

2:20 PM SLC Members invoke the 5 minute rule, in the SLC bylaws, and quietly leave early