

**MINUTES**  
**PEER SLC Meeting on 1/28/04 Teleconference**

In attendance: Emily Guglielmo (UCB), Lijuan (Dawn) Cheng (UCSD), Mike Gebman (UCSD), Alberto Salamanca (UCLA), Annie Kwok (UCLA), Yoojoong Choi (UCLA), Leonardo Massone (UCLA), Case Bradford (Caltech), Martin Walker (UCD), Scott Brandenburg (UCD), Jack Baker (Stanford), Griffin Thornock (UW)

Minutes Prepared by Emily Guglielmo

**8:07 pm**

**1.0 PEER Annual Meeting (Moderator: Mike)**

- Registration Complete- Casey needs to register still, doing so now.
- Linda Nelson ([lnelson@ucsd.edu](mailto:lnelson@ucsd.edu)) needs to make travel arrangements, such as airfare, ASAP
- Student Poster Session- we need to help set-up room
- Student Session on Day 2
  - Professor Ashford making arrangements for Speaker
  - Prime opportunity for SLC to make announcements:
    - Mike will briefly explain role of SLC
    - Jack and Case can demonstrate the Online SWOT
    - Seismic Competition Chairs can give a talk (even though 99% of the audience will be grad students, it will be good for the PEER community to be aware of this event)
- SLC to have meeting on Day 2 in the afternoon, 4:30-6:00
- Dinner on day 2 with PEER officials (professors, industry)
- Night on the town (Sat)
- Accommodations for SLC will be provided on Saturday night

**2.0 Online SWOT (Moderators: Jack, Case)**

- Prototype Online at: <http://www.ecf.caltech.edu/cgi-bin/swot-test>
- Have made a couple of changes thanks to SLC feedback.
- Wondering how to compile results, and how it was done last year. Mike did it last year by importing to excel, gave advice to Casey.
- Alberto is worried about privacy of answers. Casey has a comment on the top about keeping name separate for information, and will try to highlight this information. We will take out 3.1 and 3.2 which deal with advisor name and project number.
- Discussion about whether we need more categories (strongly agree, agree, etc) instead of just 3 categories. Email Casey with comments.

**3.0 Website (Moderator: Case)**

- Not many new updates from last meeting, some adjustments to photos and worked on seismic competition part of webpage. Hoping to “make it funky” and looking for suggestions on things to do.
- Mike thinks perhaps a new front page with some brief news and explanation of SLC, with group picture would be nice.
- Casey thinking of updating the seismic page and adding buttons. More graphics requested.

**4.0 SLC Funds (Moderator: Mike)**

- Financial Update- Mike checked with Linda Nelson. Current balance is \$10,800. We should have plenty of money for the rest of the year. We can probably have another in-person meeting.
- Maybe for seismic competition.

**5.0 Seismic Design Competition Discussion (Moderator: Dawn)**

- Current statuses of competition
  - Announcement and responses

- ASCE presidents and PEER education committee received announcements.
  - Responses from- MIT, Caltech, UCSD. Looking for participation from other schools.
  - Want Parshaw to publish in PEER newsletter and email to PEER students.
  - Need a professor from each university to be involved.
- Webpage- any other comments? Couple of more pictures will be nice. Want to pop up in own page instead of within PEER page. Martin will talk to Pashaw about it.
- Email account- Dawn having hard time checking email through Eudora. Casey suggested forwarding this account to your personal email account.
- Scaling factors- We will post acceleration time histories (in text and Matlab) and response spectra (?) on the website.
- Trial run on shake table- try to get Dawn, others to Berkeley to have a trial run on shake table in Berkeley a month in advance (April 3, tentatively). What type of model to test on- steel structure or legos or actual wood structure?
- Advising professor- do we need to invite a structural engineering professor to be an advising professor for the competition? Advisor would review drafts and give technical comments (scaling, architecture). Since this is done for this year, maybe would be more useful next year or just have a professor review it, even if it's too late to make changes.
- Any ideas? Decide at PEER Annual Meeting.