Members in attendance:
Sarah Paulsen (UW), Judith Mitrani-Reiser (Caltech), Griffin Thornock (Stanford), Dongdong Chang (UCD), Jose Ugalde (UCD), Linda Nelson (UCSD), Case Bradford (Caltech), Melissa Pi (UCD), Eric Nguyen (UCB), Annie Kwok (UCLA), Wassim Ghannoum (UCB), Hyung-Suk (UW), Kevin Franke (UW).

Minutes prepared by Judith Mitrani-Reiser.

Meeting in session at 8:30am.

1.0 Introductions
   • Welcome by Sarah
   • Overview of handouts
   • Introductions of SLC members

2.0 Role of the SLC (Sarah)
   • Voice of students
   • Assist with planning and execution of PEER meetings
   • Represent PEER at professional meetings
   • Outreach activities

3.0 Who can join the SLC (Sarah)
   • Any PEER-funded student
   • Any student from a PEER university

4.0 PEER Universities (Sarah)
   • UCB, Caltech, Stanford, UCD, UCI, UCLA, UCSD, USC, UW

5.0 Communication within SLC (Sarah)
   • Email
   • Teleconference (once a quarter)
   • In-person (PEER Annual Meeting, NSF Site Visit, Summer Retreat)
   • SLC website

6.0 Summary of Past Year (Sarah)
   • Summary of past year membership (need people from UCI & USC)
   • Overview of Summer Retreat 2004 in San Diego, CA
   • ERC Meeting (Dongdong went to Washington, DC)
   • PEER Annual Meeting (student presentations & poster, seismic competition)
   • NSF Site Review
7.0 SWOT Analysis (Case)
- 50+ people responded to SWOT survey
- 21% students happy with BIP interaction
- 70% students want interaction/collaboration with other universities
- suggestions for persuading people to fill out survey
- breakdown of Web Chair responsibilities

8.0 Tri-Center Trip (Judy)
- Purpose of trip
- Past field mission trips
- Travel summary (Rion-Antiron Bridge, University of Patras, Olympia, Epidaurus, Nafplio, Mycene, Nemea, Corinth Bridge, Acropolis, Archeological Museum, National Technical University of Athens, Greek Isles)

9.0 Seismic Competition (Dongdong)
- Thrust for competition
- Competition objectives
- Photos from 2004 competition
- Base motion, measurements
- 2004 testing day (UCI, only team with base isolation won)
- 2005 testing day (UCD team won)
- 2005 competition rules change, competition structural loading
- Performance prediction, shake table, DAQ
- Problems from 2005: scoring criteria & base isolation
- Plan of 2006 competition (will take place in April at EERI meeting)
- 2006 competition rules change (performance-based scoring method, allow foundation and seismic lateral force resisting system, added awards)

10.0 Budget (Linda)
- Handout: supplies & materials ($750), travel ($22,000), other direct costs ($1,250), undergraduate seismic competition ($11,000)
- There is separate money for BIP visits/seminars
- Also money separate money for PEER students to give seminars at other PEER institutes

10 minute break

11.0 Seismic Competition Discussion
- Melissa & Jose gave lots of good input since they were last years’ UCD captains
- Discussion of grad student or faculty mentor for the undergraduate teams (discussion favored faculty mentor)
• Concern that classes required for undergrads to understand the seismic competition are upper division classes and upperclassmen are busy with other things; a mini-course or online course should provide students with information they will need to compete (could add info as appendix to competition rules)
• Possibly have meeting at each school to go over rules and make them less intimidating
• Post questions/discussions about competition online
• Have an SLC contact person to answer questions for students
• Promote competition early through ASCE meetings, undergrad classes, etc.
• Suggested mandatory project proposal to weed out those not serious about the competition
• Need to find out how many teams we can actually afford to send (ask Scott)
• Discussion of using a box to limit model movement (penalize those models that hit the box)

Lunch break

• Should have the competition one day before conference and announce winners during conference
• Ask Scott to find a time slot for us to present the awards at the meeting

12.0 Bylaws
• Were updated last year
• Read through them and email Judy about any changes

13.0 Sarah’s questionnaire
• Short discussion of answered questions
• Invite groups of students (K-12) to visit university labs as an outreach event
• Invite BIPs for seminars as a BIP event

14.0 Elections
• President: Judy
• Vice President: Wassim
• Secretary: Hyung-Suk
• Industry Liaison: Griffin
• Seismic Competition Chairs: Melissa & Juan (committee members: Dongdong & Won)
• Internet Chair: Christine
• Outreach Chair: Curt
• Historian: Annie
• SWOT Chairs: Curt & Tyler
• Summer Retreat Chairs: Eric & ??