CEE-BP Call 10/9/2018 Call Notes

Participants: Linda Akli, Jay Alameda, John Holly, Susan Mehringer

Discussion:

1. Campus Visits. Conferences. And Workshops
    a. Call for materials status – New ECSS Postcards shipped to TACC and SURA; don't expect more materials until REUs start recruiting.
    b. September 19 – 22,Tapia, Orlando, FL,
        i. Linda, Stacyann Nelson (FAMU) staffed the table. Tracey Almon was unable to attend due to illness.
        ii. The exhibit floor has grown substantially with a lot more industry exhibitors who were doing interviews on the spot. This made it a bit challenging to attract traffic to the XSEDE table. However, the contacts made were of high quality and would still recommend exhibiting and expanding our engagement with the conference.
    c. September 25, Morgan State New User Workshop, Baltimore, MD
        i. Overall, the workshop was good.
        ii. CEE-BP will use the campus caterer at all events despite the higher cost. A better use of staff time is managing the registration, check in, and account management process as well as assisting with checking the lab setup and the implementation of Duo by participants.
        iii. Unhappy with being rushed during the workshop given the full time is needed to cover all the material.
        iv. Lost students and a few faculty at the end due to classes so we may have a low rate of survey responses. Linda will check with Lorna regarding the response rate for this workshop.
        v. Did receive a note from Dr. Rahman about the success and a note Dr. Providence.
        vi. Jay will follow up with Dr. Providence to track down his allocation request.
        vii. Linda will follow up with Dr. Rahman with a positive email about the workshop.
        viii. Linda will follow up with the participant from Delaware State since there may be interest in a visit or workshop there.
    d. October 6, CSU-LA Student Workshop Series
        i. Linda Akli, Jay Alameda, Roberto Comacho of UTEP (replacing Antia of TACC), and Ritu Arora (TACC) attended as observers and proctors.
        ii. There were 70 students who were very engaged and asked a lot of questions.
        iii. The use of Software Carpentry to deliver the material was interesting and had some upsides.
        iv. The room was sub-optimal.
        v. Like the idea of stickers to indicate requesting help. Linda would expand that to using paddles or something more visible for our workshops in 2019.
        vi. Linda will do a full debrief with Rosie later this week.
    e. October 11 – 13, SACNAS, San Antonio, TX, Marques Bland and Jerry Perez (UT Dallas)
        i. Pre-event call with Jerry and Marques was held last week to go over responsibilities.

ii. All of Jerry's travel arrangements have been completed by SURA.
   iii. Linda registered Marques as the onsite staff who receives the free registration that is part of the exhibitor fee.
   iv. John needs to generate a FedEx slip for the return of the Pelican Case with the table cloth and any leftover materials.
   f. October 17 – 21, CAHSI, Pasadena, CA, Rosie Gomez – no discussion
   g. October 20, CSU-LA Student Workshop Series, observation & Preparation for Python training, Rosie and Anirban (PSC) will attend.
   h. November 11 – 15, SC18, Computing4Change Workshop, Kelly, Linda, Rosie with Sue Fratkin and Ruby Mendenhall (UIUC) – no discussion
   i. January 2018, Clark Atlanta/Spelman, Multi-Day Workshop – this has been rescheduled from October due to conflicts with other campus activities

2. Papers and Presentations
   a. Morgan State University Book Chapter " Interventions Addressing Recruitment and Retention of Underrepresented Minority Groups in Undergraduate STEM Discipline", in the book entitled "Culturally Responsive Strategies for Reforming STEM Higher Education: Turning the TIDES on Inequity" – Linda will put submit an announcement for the XSEDE news once the book is available.
   b. CASC Brochure, XSEDE Broadening Participation Highlight with photo – expect to see the brochure at SC18
   c. March 8-10, 2019, Understanding Interventions that Broaden Participation in Science Careers, Baltimore, MD - Lorna, Rosie, and Linda will review the deadline and requirements to determine is any of our student programs would be appropriate for a submission.
   d. March 28–30, 2019, Association of American Colleges and Universities, Diversity, Equity, and Student Success Network Conference - Rosie and Linda determined that we do not possess the type of student assessment data to meet the submission requirements.

3. Code of Conduct Breakout
   a. Though it's been announced, it might be good to include the announcement in the news a few more times. Not everyone realizes there is a code of conduct posted on the website. Linda will check with Hannah about the frequency.
   b. New staff guide – Susan already incorporated a pointer to the code of conduct page.
   c. Online form – Linda needs to review the notes and circulate a list of what will be on the form to the group. Once the group agrees, it will be sent to the SMT for approval. Upon SMT approval, it will be sent to Maytal for implementation.
   d. Check box – Linda will let Maytal know that the checkbox with the link to the code of conduct page can be implemented now.
   e. Slide for trainers and event conveners – Susan will check with Ken to see if he used a slide a the XRAC. She will draft one by the end of this week. Linda will circulate it to the group for review. We'll try to finalize before the New User Webinar in two weeks.
   f. Training – ombudspersons and staff – on hold until Linda checks with John Towns about using the UIUC training process and materials.
   g. Virtual Organization Process Issues – no discussion on this item.
   h. Linda needs to do a doodle poll to find out which Tuesday's at 11am work best for the code of conduct working group monthly meeting.

4. Presentation Slides – no discussion of this item.
    a. Impact slides for presentations (general XSEDE, student programs, and BP)
    b. Why Diversity if Important
    c. XSEDE Presentation Repository