Participants: Linda Akli, Kate Cahill, Susan Mehringer

Discussion:

1. SC18/C4C Debrief and Action Items
   a. Both Kate and Susan were impressed with the quality of the C4C student presentations which is consistent with the feedback from the judges and other attendees.
   b. Brief discussion of next steps for working on the C4C curriculum. Plan to start January 2019, after the holiday season.
   c. Brief discussion of how making is a competition changed the workshop. Linda indicated some feedback from mentors and staff indicated it had some impact but wanted to wait for the evaluation report which will include both the focus group and the post workshop survey before drawing conclusions. It will be more holistic with all the inputs.
   d. Women in HPC workshop sessions were valuable. Linda particularly liked the short talk session. It allowed a lot of different topics to be covered with a nice variety of voices.
   e. Kate attended education sessions and indicated that those were well attended and discussions were good.
   f. Linda was particularly appreciative of the new materials ER prepared including the flyer, the ECSS postcard, and the Science Highlights. 2 boxes of Science Highlights are being shipped to SURA for our upcoming campus visits and workshops.
   g. CEE-BP is also highlighted in the new CASC brochure that was handed out at SC. Linda requested and received a box from Lisa.
   h. The NCSA 20 foot display featuring Ruby Mendenhall was amazing. It was great to see her work highlighted and we hope to work with her to promote the use of advanced computing resources to the humanities and social sciences. (See #3 AUC December visit.)

2. Training
   a. Susan is working with Hannah on a training flyer.
   b. Linda indicated something that doesn’t have to be refreshed. The upcoming training as well as other time sensitive items like Empower application deadlines are updated every time the XSEDE Overview is presented. Jay just used Linda’s latest version. The new ECSS postcard is a good example.
   c. Also consider format and color. Currently everything is in the same blue color scheme which blends in with the XSEDE table cloth that CEE-BP uses for exhibiting and workshop registration tables.
   d. 8.5 x 11 inch paper is typically tossed into the recycle because so many handouts are that size. Postcards, bookmarks, and heavier weight stock items tend to be kept especially if the links are message and links are clear.
3. CSU-LA Student Workshop Series Updates
   a. Thanks to Cornell for supporting this series with Steve Lantz as the lead Python training presenting with Roberto Camacho. The calls with Steve Lantz and Chris were very productive.
   b. We are working on winter break assignments that the CSU-LA leads will provide to the students. These include creating XSEDE User Portal Accounts, setting up Duo and Globus Online, and a few other tasks to help them prepare for the Intro to Linux/Unix and Python sessions in February and March.
   c. Linda noted that the last workshop will be just before the March 2019 quarterly meeting in LA and most likely the one where we’ll schedule observation.

4. Atlanta University Center Consortium (AUCC) and the CAU-Spelman Workshop
   a. December 3rd Agenda – Linda and Ruby will be visiting Atlanta on December 3. We will meet on with the Spelman Provost followed by a lunchtime talk with where Ruby will discuss her research using XSEDE resources. We also have meetings scheduled at Clark Atlanta and are working on meetings at Morehouse and Morehouse College of Medicine.
   b. Kate was contacted by the AUCC regarding their new project on data science curriculum for all three campuses. Linda will send Kate the seminar flyer. Kate will share with the AUC group and invite them to the talk. If possible, Linda and Ruby will try to meet with them as well. Todd Greene is the Executive Director for the AUCC and Kate’s contact. [https://www.bizjournals.com/atlanta/prnewswire/press_releases/Georgia/2018/06/12/CL26097](https://www.bizjournals.com/atlanta/prnewswire/press_releases/Georgia/2018/06/12/CL26097), [http://aucenter.edu/about-us/staff/](http://aucenter.edu/about-us/staff/)
   c. January Agenda – Definitely Computational Thinking. We can consider a special session while on campus for the AUC group working on the Data Science Curriculum if they cannot attend the during the time we schedule Kate’s session or we capacity. We are facility constrained at CAU and Spelman. We will also be offering New User Training and

5. Code of Conduct – not discussed
6. Diversity Forum – not discussed

7. **Action item:** Linda send Kate the Spelman seminar flyer.
8. **Action Item:** Kate share the flyer with Todd Greene and invite to attend and meet with Linda and Ruby.
9. **Action item:** Linda send Susan the electronic copy of the new ECSS postcard.
10. **Action item:** Susan request input from Jay, Kate, Linda and others on what should go on the new training flyer/postcard. Might be a good working session at the December remote quarterly. (Thought of this as I created the notes.)