

Participants: Linda Akli, Jay Alameda, Marques Bland, Kate Cahill, Rosalia Gomez

Discussion& Decisions:

1. Several requests for names and contact information have been made. It is important CEE-BP is consistent in how we respond and that we handle contact information appropriately. CEE-BP will disseminate information on opportunities via our mailing lists, listservs, on the student and faculty opportunities for engagement slides in our presentations, and pass out information on computational and data science opportunities at conferences. We also encourage the use of the XSEDE news as a way to disseminate information for broader reach. CEE doesn't release contact information to entities outside of XSEDE programs. When we collect information at our sign in tables and at conferences, we indicate that they will not be spammed. Thus, it is important we handle their information with care.
2. Quarterly Meeting Debrief & Action items
 - a. Code of Conduct – using the notes provided by Susan Mehringer, Linda is working through the action items from the session including finalizing updated wording and online form for approval by SMT and posting/implementation on the XSEDE website and user portal.
 - b. Student Monthly Call – Rosie will send doodle poll to Aaron Weeden/Bob Panoff (EMPOWER), Marisa Brazil (Student Champions), Jay Alameda (IHPCSS) to establish a call schedule starting in October and will request a listserv be set up. Items for discussion include application and selection criteria and background checks.
3. Conference Exhibiting
 - a. Tapia Debrief – Marques & John
 - Obtained contact information for approximately 50 students and several that were exceptional.
 - John will transcribe the list and get to Rosie by Thursday 9/26 5pm EST to Rosie. Marques will let Rosie know who the standouts were that were excellent candidates for future ACSC/C4C workshops.
 - Information that can be shared with the students as a follow up include ACSC/PEARC20 and the SC19 Hackathon.
 - Industry presence is expanding and attendees were most interested in job opportunities. Much less interest in graduate school, internships, and REUs.
 - Rosie will follow up with Rose Robinson, CMD-IT Executive Director, to explore what the opportunities for next year might be to improve our engagement and ROI. In the past there were full day workshops and hackathons. Previously, Rosie organized a successful BOF.
 - b. SACNAS Preparation – Linda & Marques
 - Two University of Chaminade students Nona and Darian will be helping staff the table (1 to 2 hours each day) in return for registration and local travel. Both previously participated in ACSC and will be great ambassadors for our programs.
 - Will update the packing list closer to the event.

- c. Materials – will review what was brought back from Tapia Conference. Still have a lot of SC19 luggage tags and need to find other outlets for distribution.
 - d. ERN - February 6-8, 2020, Washington, DC - no action at this time.
4. Campus Visits and Workshops
- a. CSULA & San Bernardino (October 3rd – 5th) – coordinated by R. Gomez
 - CSULA arrangements and plan complete. Team attending includes Linda Akli, Jay Alameda, Kate Cahill, Rosie Gomez, & Je'aime Powell
 - CSUSB meeting details in development.
 - b. CAU-Spelman Cluster Admin – October 25th – presented by Eric Coulter
 - John Holly will provide logistics support and attend the session for professional development
 - Steve Bird (IU) is attending as a trainer in training
 - Jay Alameda set up the allocation and is in communication with Eric Coulter.
 - 6 people are registered, mostly from Spelman including Unislawa Williams who participated in the ACSC Faculty Curriculum Development Workshop at PEARC19. Expecting 5 to 6 more from CAU to register.
 - John should include Eric on the registration updates so he can add them to the allocation
 - c. Albany State University (Spring) – coordinated by L. Akli
 - No update
 - d. University of Maryland Eastern Shore (TBD) - coordinated by L. Akli
 - No update
 - e. Savannah State University (TBD) –coordinated by B. Panoff
 - Kate checked in with Bob Panoff. The training request is not an XSEDE training but funded by the institution under an NSF grant (most likely and HBCUP type grant for curriculum refresh)
 - Kate will check with Bob to see if he wants an XSEDE overview presented by one of us or slides.
 - Appreciate Bob reaching out to CEE-BP for overlap and/or interest
5. Student Programs - Rosie
- a. SC19/C4C Updates
 - Oct 2 New User Training Scheduled. Developed from discussions held with Kelly Gaither and Roberto Camacho.
 - Rosie reached out to David Walling regarding R-Studio training using the visualization portal and is waiting for a response
 - Rosie and Dawn are checking for online Tableau tutorial. If not available will schedule it as a webinar.
 - After discussion, it was agreed Roberto's Python script training would be good for the mentor to acquaint them with the challenge, the datasets, and some strategies for assisting the participants. Rosie will schedule this for the mentors.
 - Rosie plans for a single email with the instructions for creating XUP, registering for the New User Training, and the hold the dates for the subsequent session to be sent later this week.
 - b. CSU, Los Angeles NASA DIRECT STEM Saturday Series (see 3a above)
 - a. Next steps for engaging Eliot Faust (NCAR) and Aaron Weeden to co-teach Python w/Kate – will setup a call with AJ, Aaron, and Kate after the observation

at CSULA. Aaron has indicated the time involved should be okay but needs to talk with Bob about the travel expenses.

- c. Student Programs Vision and Strategic Plan (response to Panel Report) – not discussed
- d. Student Program Coordination Call (See 1b)