

January 4, 2021, GEM Steering Committee Meeting Minutes
(Virtual meeting, conducted via WebEx)

Attendance - Vania Jordanova (Chair), Adam Kellerman (Interim Vice Chair), Agnit Mukhopadhyay, Alex Gloer, Allison Jaynes, Brian Walsh, Chia-Lin Huang, Chih-Ping Wang, Chris Mouikis, Howard Singer, Hyunju Connor, Joe Borovsky, John Lyon, Lisa Winter, Lynn Kistler, Raluca Ilie, Seth Claudepierre, Shin Ohtani, Steve Petriner, Yihua Zheng

1. Welcome/Agenda (Vania Jordanova)

2. GEM Summer 2021 Workshop (Chia-Lin Huang and Chris Mouikis)

The meeting organizers (Chris and Chia-Lin) have contacted the hotel in Hawaii, informing them that the SC would like to cancel the summer workshop. Negotiations are still underway, with delays caused by the hotel requesting a 50% cancellation fee. At this time, the negotiations involve the MOs and the hotel. The SC discussed whether we should reconsider the cancellation, and instead aim to postpone the meeting in Hawaii until 2022 to avoid the cancellation fee. The potential risk from mutation of the virus and benefits from renegotiating the contract were raised as considerations to support continuing with the cancellation of the current contract. The SC will continue to monitor the situation and will provide feedback to the community once an agreement with the hotel is reached.

3. Mini-GEM (Vania Jordanova, Chris Mouikis, Agnit Mukhopadhyay)

Mini-GEM will be held the week of January 19-22, from 10am - 2pm EST, to accommodate participants from different time zones. The MOs and RACs will contact the FG leaders to finalize who will be utilizing the meeting and create a schedule to aid attendees to navigate the virtual meeting. FG leaders will be required to fill out their FG pages on the GEM Wiki, and a schedule will also be provided on the GEM workshop website. Several student townhall meetings will be held utilizing time zones which enhance inclusion of students from other continents; the final date will be released soon. The SC discussed encouraging the FG not to select overlapping time slots, however, due to scheduling restraints for some groups, there may be some overlap.

4. DEI Effort Update (Vania Jordanova and Seth Claudepierre)

The SC reviewed the notes from the 2019 GEM underrepresented lunch and survey taken by the former GEM Chair (Paul Cassak). The need to form a subcommittee, which would take concrete actions for diversity, equity and inclusion (DEI) in GEM was discussed. The motion was raised and passed (unanimous) to create a DEI subcommittee consisting of Allison Jaynes, Hyunju Connor, Seth Claudepierre, and Matina Gkioulidou, with the GEM Chair, Vice Chair, and MOs as ex-officio members. Lisa Winter reminded the SC that NSF is now requiring a plan for recruitment of attendees underrepresented in science. Including this in a strategic plan on DEI at GEM will be one of the primary action items for the new subcommittee.

5. GEM Vice-Chair Selection (Vania Jordanova)

The VC applicants on the SC committee were asked to leave the meeting. The SC reviewed the two applications received for the GEM Vice-Chair position and voted (details redacted). Adam Kellerman was elected as the Vice-Chair (Chair-Elect). Adam's selection means that an at-large position is being vacated. The search will be announced in the GEM newsletter.

6. Meeting adjourned