

**April 6, 2021, GEM Steering Committee Meeting Minutes
(virtual meeting, conducted via Webex)**

Attendance - Vania Jordanova (Chair), Adam Kellerman (Vice Chair), Allison Jaynes, Chia-Lin Huang, Chih-Ping Wang, Chris Mouikis, Howard Singer, Hyunju Connor, John Lyon, Lynn Kistler, Matina Gkioulidou, Mei-Yun Lin, Raluca Ilie, Seth Claudepierre, Shin Ohtani, Steve Petrinec, Yihua Zheng

1. Welcome/Agenda (Vania Jordanova)

2. GEM Summer 2022 Workshop Update (Chia-Lin Huang and Chris Mouikis)

The dates for the GEM 2022 workshop in Hawaii have been set to June 18-23, 2022. The SHINE meeting will occur in the following week. The GEM Meeting Organizers (MOs) are working on the contract to make some final changes, specifically to reduce the number of hotel room nights with ~10%, and the poster location so that attendees can more easily navigate the meeting. The GEM MOs raised concerns regarding social distancing, which have been or will be addressed by the Hotel.

3. GEM Summer 2021 Virtual Workshop Agenda (Vania Jordanova)

The 2021 workshop will occur over the week of July 25-30, though the daily program will include several/longer breaks. It was decided to have a small registration fee for non-student attendees to cover family grants (~\$20). This number will be finalized and the fee information will be made clear as part of the registration process. It was discussed that a tiered fee structure may be introduced, to help cover the costs of the meeting. The GEM plenary subcommittee has been formed, consisting of Adam Kellerman (Chair), Hyunju Connor, Chih-Ping Wang, Brian Walsh, and Seth Claudepierre. The committee will consider organizing some special events to celebrate GEM 30 anniversary (a panel of GEM founders, for example). Another subcommittee (chaired by Yihua Zheng) was formed to organize session(s) in relation with upcoming NASA missions and preparation for the Heliophysics Decadal Survey.

4. GEM communication Update (Allison Jaynes, Lynn Kistler, Raluca Ilie, and Seth Claudepierre)

The Steering Committee (SC) discussed how to better communicate with the community. One issue raised was that not all students sign up to the newsletter, and so they will not receive the weekly GEM Messenger. Ideas to help bridge this gap were to (1) add a box to the registration form and (2) advertise the messenger at the student day. Ways to improve the GEM wiki were also discussed. A student website is currently being developed, which will use information on the GEM wiki as a dictionary. The SC will evaluate the soon to be developed student website and obtain additional feedback from the community regarding how to proceed to revise the GEM wiki. The GEMstone editors, Allison and Lynn are collecting input for the GEMstone, and May 1 was adopted as the working deadline for the outstanding 2020 reports from the FGs and Liaisons.

5. Selection of At-Large SC member (Vania Jordanova)

The SC reviewed all applications received for the At-Large Member search. Some good ideas from the applications were discussed, and may be implemented/actioned by the SC. In addition, it was brought up that younger members may not know that serving on the SC precludes them from applying to be a FG leader for the period of their service. This information can be added to future search announcements. The SC voted on each of the seven applicants (details redacted) and Ian Cohen was elected by majority vote.

6. FG Extensions, RAC Terms/Rotation (Vania Jordanova)

The SC discussed extension of Focus Group (FG) terms, and Research Area Coordinators (RACs) were asked to contact FG leaders who have not yet responded. Regarding RAC terms and rotation, the SC has asked RACs whether they would like to extend their role for a year, in order to stagger the terms. The SC is waiting on feedback from current RACs prior to discussing this further.

7. Update on DEI efforts (Allison Jaynes)

The first GEM DEI happy hour occurred on April 1. Several great ideas were raised and will be distilled into more formal action items by the DEI subcommittee. AGU's Five Mentoring programs were discussed, highlighting the Mentoring365 Live option for the GEM meeting. The GEM DEI subcommittee will further discuss each of these options, and devise a plan to implement them during their next meeting.

8. Other Business (Vania Jordanova)

The GEM SC discussed the GEM logos that have been received thus far, including how each logo will be assessed. The assessment process will include displaying them on a website, poster, etc., in order to evaluate their cross-media usability. Another idea discussed was to make the logo submissions available for community input and discussion, to allow community feedback/stimulation.

9. Meeting adjourned