

**June 18, 2021, GEM Steering Committee Meeting Minutes
(virtual meeting, conducted via Webex)**

Attendance - Vania Jordanova (Chair), Adam Kellerman (Vice Chair), Agnit Mukhopadhyay, Alex Glocer, Allison Jaynes, Chia-Lin Huang, Chih-Ping Wang, Chris Mouikis, Howard Singer, Hyunju Connor, Ian Cohen, Lynn Kistler, Mei-Yun Lin, Raluca Ilie, Seth Claudepierre, Shin Ohtani, Steve Petrinec, Yihua Zheng

1. Welcome/Agenda (Vania Jordanova)

2. VGEM 2021 (Vania Jordanova, Adam Kellerman, Yihua Zheng, Ian Cohen, Chris Mouikis, Allison Jaynes)

The VGEM 2021 schedule is nearly finalized, with all plenary speakers confirmed. The GEM 30th anniversary celebration with the organization of the “GEM History, Present, Future” special session is well underway, with confirmed speakers as shown in the draft schedule. The “Decadal Future” sessions planning is well underway, with nearly every speaker also confirmed.

In order to help organize efforts around the upcoming Heliophysics decadal survey, the SOC from Helio 2050 will reach out to folks to help organize a framework for what the decadal survey white papers will look like for each aspect of the community. There will be an open call to the community to help organize this overarching effort, particularly looking for GEM folks to be involved. The GEM Research Area Coordinators (RACs) briefly discussed their current plans for organization of the Thursday afternoon Decadal Future sessions. This organization is ongoing and the Helio 2050 community call, once released, will be taken into account. This will be further discussed at the next SC meeting.

The Sam Bingham Community Care Sessions are currently under organization. Dr. Janet Vertesi (Princeton U.) will be speaking about team dynamics and DEI in team science on Tuesday morning. The GEM DEI Subcommittee is organizing a two-part mental health session for Tuesday evening, which will include quizzes and activities to raise awareness for mental health. The SC is also currently trying to solicit Dr. Robert Sapolsky (Stanford U.) to talk in the Tuesday evening session, after the activities.

The student sessions for the student day have been organized and the schedule is available online. The student moderators are currently being assigned for the VGEM Plenary Sessions, based on their choice of research area. The moderators will introduce the plenary speakers, and will be reaching out to the speakers for information to help with the introduction.

The Focus Group (FG) concurrent sessions have been finalized and the FG leaders are encouraged to advertise their sessions through the GEM Messenger and post their detailed schedules on the GEM wiki. The GEM registration and poster submission are open and there are about 80 registered participants and five posters submitted already.

The meeting organizers will provide training sessions, similar to last year, where folks can test their connection and trial the virtual software. The GEM SC will also introduce bystander intervention training this year, wherein participants learn how to interrupt inappropriate behavior, and strongly request that all SC members and FG leaders participate in the program. It will likely follow the University of Arizona's "Step Up!" program. The GEM SC is currently looking for optimal times for running the program, and considering if this program may be run in the in-person meeting next year.

3. GEMEE Mentor/Mentee Program (Hyunju Connor)

Twenty-four mentors have currently registered for the GEMEE program in its inaugural year. After June 22, the registration for mentees will be opened. Guidelines for mentors and mentees have been drafted, and were presented - they will be reviewed by the DEI subcommittee. The GEM SC has the goal of using the mentor program to help evaluate GEM and update best practices. The mentors will be listed on the GEM workshop website, while mentees will sign up through a Google Form, which will be provided via a GEM Messenger announcement.

4. GEMstone Update (Allison Jaynes)

The SC would like to publish this year's issue of the GEMstone Newsletter as soon as possible, but there are still some outstanding reports. The SC sent the submission link for FG reports to all RACs on March 8. The link to submit the FG reports will also be provided on the GEM wiki to help facilitate report submission next year and the reports will be requested earlier.

5. GEM Logo Update (Chia-Lin Huang)

The GEM SC members voted on the submitted GEM logos, choosing up to 6 options. Two logos were most popular, and with two iterations of a similar theme coming out on top - the designer will choose one of the two for the final vote within the community. There was much discussion on whether the SC should ask graphic designers to work with the GEM logo designers to finalize the logos. It was decided to reach out to the logo designers, and confirm if they would be happy to work with a graphic designer. If everyone agrees, then the winning options will be presented for voting to the community as "logo themes", with the understanding that some designer adjustments might be done afterwards.

6. GEM Photo/Video Collection (Adam Kellerman)

There have been no photo submissions to date. The GEM SC decided to revise the form, to exclude the verification button. Since the photos will be reviewed anyway, it was decided that the GEM SC can play this role. The GEM SC also decided to reach out to folks personally, and encourage them to submit photos. A second announcement will go out in a week.

7. Meeting adjourned