

Meetings Committee Zoom Meeting

October 28, 2022, 11:00 am Eastern

Able to Participate:

Lincoln Lauhon, MTGC Chair

Ken Haenen, PDSC Chair

Clemens Heske, NMSC Chair

Stan Chou, MASC Chair

Eileen Kiley, Director of Programs

Gopal Rao, Chief Editor for Technical Content

Meetings Committee Chair Lincoln Lauhon opened the meeting.

Program Development Subcommittee – Chair, Ken Haenen

Ken reported on his efforts to fill openings on the PDSC roster. The cluster discussion was helpful in highlighting the areas of expertise that will need replacing.

New trends for recruiting: Quantum; Electronics

The topic of sunseting has been deferred to 2023 and will play into recruiting PDSC members.

Is transitioning someone to PDSC from the Topical Staging Subcommittee a victory or should this go through the Meeting Chairs?

Ken explained that while most members of PDSC have been Meeting Chairs, that's not a requirement. In Lincoln's view, if PDSC is open to out-of-the-box thinking, is a person who has done topical staging able to function in the PDSC role? It's also possible that there's less work involved if someone from TSSC transfers to PDSC.

Follow-up:

- Update the Meeting Chair Handbook and Meetings Committee charter to codify goals or guidelines to clarify what is the current best practice.
- How is the intelligence on topics and clusters in the field captured?

Ken wants to write down some of what he's learned as PDSC Chair to provide more structure for the next Chair. Lincoln likes the continuity that would bring because so much has changed in the last several years. Lincoln is staying on MTGC another year and that will help bridge Ken's terms, if he decides to take another 3-year term as PDSC Chair.

Online versus In-Person

PDSC is now conducting business online. Are there plans to have onsite committee meetings at the Fall or Spring Meetings?

Gopal Rao doesn't see why the meetings can't return to in-person, unless a significant number of members aren't able to attend.

Ken has noticed that there are fewer PDSC members online than in person in Boston. He's evaluating the value of in-person meetings. Meetings onsite don't have the full three hours; online discussions are deeper. Could PDSC have a combination of online/onsite meetings? In-person meetings may have some influence.

Eileen Kiley reported that Zoom has increased attendance at committee meetings for those who don't travel. But the in-person interaction is lost. MRS probably won't return to all in-person committee meetings. Should the main committee meet in person and subcommittees meet online?

Ken can discuss this with PDSC member and explore ways to make it smoother. Doing this at a physical location would be nice.

Meeting Chair orientation is part of the face-to-face interaction that makes the later online interaction better. Part of the orientation is the charge: what is the job. Lincoln said that thinking beyond PDSC is the interaction with the Society Agility Council subcommittees. Orientation could help explain what is the role in the larger structure, beyond proposal review.

There's value in the perspective of future Meeting Chairs as they reflect and shape the future of the field in running the Meetings. Bringing new members in with that perspective would make the committee meetings more interesting.

Gopal noted that the Preliminary Planning and the Program Planning Meetings with the Symposium Organizers, which used to be in-person, are now online. One is a year out, the other six months out. Zoom works well for these meetings.

Eileen compared the discussion of joint sessions during a break in the in-person meeting with the information dissemination that's now the pattern. Should PDSC try to return to that?

Lincoln finds it helpful to consider outcomes. A clear outcome of in-person meetings is sorting out invited speaker conflicts, joint sessions, etc., as people can just go talk.

If it's not broken, don't try to fix it. But what if it's not fixed? The surveys aren't broken down by symposium. A number of people are upset about not being able to attend their preferred talks. What's the problem?—Is it because they're spread across the clusters?

There are questions to be asked about data that will let us see how to change the approach to program planning and do a better job.

How can processes be integrated to make it better? This is a topic for Meetings Assessment Subcommittee as well.

Action Item:

PDSC—Ken will discuss online versus in-person committee pros and cons with PDSC members.

Lincoln provided a slide presentation outlining these topics.

Governance: if there are changes to PDSC operation or guidance in the Handbook, Lincoln wants it to be worked out in updated documents, not left for Loucas Tsakalagos who becomes MTGC Chair in 2024.

PDSC is part of the implementation; the Meetings Assessment Subcommittee tracks the outcomes of the efforts. Lincoln discussed this with MRS Executive Director Todd Osman and incoming MRS President Sabrina Sartori a couple of weeks ago.

Lincoln suggests that PDSC and the SAC Subcommittees collaborate on the goals and the tracking needs for Topical Staging, Topical Curation, and Topical Differentiation, both quantitatively and qualitatively.

What is needed to measure and report out?

MASC, HQ, and IT collaborate on an implementation plan for Spring.

PDSC and SAC work with Bryan Huey (Differentiation) to express, in a single page, how to do this, define what HQ and the consultants will do.

These suggestions are the topics for the upcoming Meetings Committee meetings on what to follow up on and what to capture in the charges.

Ken would like to talk about the transition for the Topical Staging Subcommittee and come back with concrete ideas.

Next MTGC Agenda

Transition rather than sunseting.

Do we want to keep up the cadence of webinars? How do we do that?

Eileen noted that in SAC, the term graduating rather than sunseting has been suggested. Having that bridge in SAC, with MTGC knowing what's meant with one representative member graduating to PDSC, is the right direction.

Lincoln's judgment is to integrate the function into PDSC, then leave it to the Publications and Meetings Committee Chairs to talk about publications. Eileen confirmed that Publications Committee Chair Shef Baker is having this conversation with the Topical Staging and Topical Curation Subcommittees.

Lincoln envisions Eileen and Gopal presenting this to MTGC in some form.

How is it being run? Meetings are different than what they used to be.

He'd like a 2D color-coded map to show what's going on in the technical symposia, broader impact events, the Exhibit, iMatSci, so it can be seen in time, and an organization chart to see how everything fits in. It's about what's being done outside Meetings, thinking about the roles and identifying gaps.

For example, what kind of events might be tagged along the line of industry engagement? The governance structure doesn't make it clear how that's driven. Does it impact Meeting quality?

The nontech should be captured as part of the Meeting in addition to the technical symposia:

- What's attendance and the real estate devoted to it?
- How does iMatSci change over time? Who's running it?
- What's the committee perspective and the HQ perspective?

MTGC's highest level charge is to maintain the quality of the Meetings, but there are events taking place for which MTGC is not part of the approval process.

Eileen can provide an organizational chart and she and Gopal can fill in what's missing. She'll start with the existing F22 color-coded chart showing DEI, professional development, student activities that shows F22 at a glance. Lincoln wants this to start at a very high level, starting with a spreadsheet to a tree map. Eileen will send this and ask what else is needed.

Lincoln is not confident that the governance structure is set up to monitor what the members expect.

- What's going on in Meetings and who's doing it?
- How does industry outreach coordinate with the Exhibit?

- Can there be coordination, as the Exhibit is outsourced? MTGC needs the input on industry engagement through PDSC, tracking what we have as we rebuild.

Eileen is thinking in terms of engagement with who MRS wants to be involved with via the Meeting.

- What are the mechanisms?
- Who's coming and how are they benefitting?

It's a more integrated picture.

Action Item: Eileen will send the color-coded F22 map to Lincoln as a starting point for showing what's going on in the Meetings.

Board Meeting and MTGC Charges

Lincoln is prepared to report to the Board; he's added a couple of sub bullet points to the MTGC charges.

1. Recap progress on 2022 charges so that Lincoln and Eileen can finish the final report.
2. Review 2023 high-level charges and document the goals/charges for PDSC and MASC for 2023 to add to the charges.

MTGC Subcommittee Chairs:

Your accomplishments for 2022 and goals for 2023; this should be at a reasonably high level

Three- to five bullet points to report and support discussion

One key action item from the last Meeting was identifying new committee members for your 2023 goals

Identify what support and collaboration you need from HQ and other committees.

Note: NMSC functions are being incorporated into SAC for the most part.

The report from the Task Force on Collaborations will suffice for the NMSC contribution to the MTGC final report.

Action Item: MTGC Subcommittee Chairs submit goals, accomplishments, new members, needs for MTGC report to the Board