

Attendees: Cheryl Tajon, Shannon Ciston, Madeline Van Winkle, Suman Kaur, Arkadeep Kumar, Marina Radulaski, Boyce Chang, Tina McCoy, Kristen Granados, Emma Xu, Mary Padilla, Steven Spurgeon, Gozde Barim, Sarah Berlinger

- AUM update from Shannon
 - Geri Richmond has received invitation (and confirmed receipt of invitation), but haven't heard back. Also sent an invitation to Ania Bleszynski Jayich, but she declined.
 - Currently have accepted six sessions:
 - Halide Perovskite Updates – From Fundamentals to Devices
 - Correlative Imaging of Engineered Biological Materials
 - Soft matter interfaces at the nanoscale towards building hierarchical, multi-scale materials
 - Advanced characterization and diagnostics for energy materials innovation
 - Fundamental electro-optical properties of novel two-dimensional semiconductor structures
 - Diversity, inclusion, and nanoscience research to reach underserved communities
 - Encouraged Corie Ralston to submit
 - Also would like to encourage something from the organic facility, but haven't sent anything out
 - Suman suggested having an energy storage (thermal, electrochemical, etc.) symposium. Mentioned we just had the national summit, and Kristin gave talk about Material's Project. Arka agrees. Last year we had an energy storage symposium, mostly focused on batteries
(<https://usermeeting2021.foundry.lbl.gov/symposia/emerging-energy-storage/>) . Suman's suggestion would move beyond batteries. Arka: can add climate component along with the energy (thermal/waste heat/storage)? We have had former Foundry users/ few Cyclotron road alumni in that space
 - Still waiting for votes to come in on User Highlight speakers
(https://docs.google.com/spreadsheets/d/1-mILD82EyE4w14Ciw3ndBWv9fgNxRTp3gVV8fXE_cuk/edit#gid=1906693621)
 - What about people working on covid projects? Annelise, Corie, etc.
 - We have Michael Brandt's approval for on-site meeting, paperwork is moving along (soon will be able to start organizing catering, swag, tents, etc.) Also can start thinking about getting sponsors (Steven: JEOL, Thermo Fisher, Protochips, Hummingbird, would all be good from the microscopy side).
 - Arka: do these companies (sponsors) also hold a career fair? Tina is unsure, but probably interested.
 - Considering using Social 27 <https://www.social27.com/virtualeventbuilder>
 - Can we demo it as a group? Does it add more value than Zoom? Emma mentions that familiarity with platform is very important!
 - No decision yet on pricing for attendees. JGI is charging for the virtual attendees.
 - For virtual attendees: If went with Social 27 (where there is a cost per user) could justify charging a little bit, Cheryl supports this. Marina likes low cost (\$25)

- so that it is low cost but financial commitment so people are more likely to attend if they sign up.
 - Cheryl points out that since we are having a DEI symposium, perhaps we can offer some sort of fee waiver if fee is cost prohibitive for some people (perhaps they justify why they want to attend?)
 - Suman mentions people are definitely itching to get back to in person
- Other updates: highlights on MF Twitter, Slack plan, and Facility-specific rules document
 - Twitter is almost ready! Email this morning went out to postdoc soliciting highlights
 - Shannon shared template: could be paper, award, etc. that is highlighting. We already have one response! Once we get 6, we will start rolling out.
 - Also discussed extending to grad students, but it's a little harder to pull this list from the HR system
 - Slack updates:
 - <https://docs.google.com/document/d/1RmKEcdAlgMfucDczNzpgsWnB9P3QIVKq/edit>
 - From Cheryl: free version (versus paid) is probably good. Should change the name to molecular foundry users. Channels to start with: #introductions, #ask-me-anything, #social, #jobs, #science, #onsite, #general (and UEC private channel?). For now, no specific channels for each facility, but could create if there is interest. Cheryl will police site. Presented general purpose statement. Cheryl will start off the introductions . Katie compiled FAQ list. Shannon mentioned that we should communicate with staff before we launch to give a heads up – Shannon will give update on Tuesday meeting.
 - Cheryl presented facility-specific rules, helpful for onboarding, or when a user gets access to new floor
 - https://docs.google.com/document/d/176bRS5OqWGmZb3zhCsEkvC5VI7gBB9_7/edit
 - Steven is cautious about having such a document because rules will change over time and wonders how our EH&S personnel will react to it. He recommends language that encourages one to review the latest guidance on x or talk to staff about y.
 - Cheryl says that maybe a statement saying, "this is subject to change," could be included in the document.
 - Tina suggests that we reach out to Carleton and Mike Wisherop for guidance.
 - Boyce mentioned we need to be very careful with wording, unofficial guidance (does not give users ability to work on any floor)
- Preparing for a new cohort of Users
 - Welcome packet; What will be useful content to include?
 - Cheryl mentioned that she would like to communicate that training is mandated by the DOE, and is not controlled by the Foundry. Safety documents, resources...
 - Tina says that the User Program Office has an existing Welcome Packet containing documents on training, safety, etc. She can email the group a copy.
 - Suman recommends also having an informal guide beyond work: fun groups to join, postdoc association, attractions, housing options, etc
 - Cheryl recommends continuing to think about an informal packet and that we'll pick up the conversation from here the next time we meet in May.

