

notes from the 2018-08-07 meeting of the IM Exec

zoom channel: <https://ucsb.zoom.us/j/8058932071>

Attending: Gastil (Chair); Stevan Earl (notetaker); Suzanne Remillard; Dan Bahauddin, Jason Downing

EB report

The EB discussed ASM logistics. It is going to be very well attended, to the point where lodging and meeting space is

Discussed the 40-year review.

LTER has been invited to participate in Advance GEO, of which there was unanimous approval to participate.

EB discussed how they should interact with the NSF at the ASM during their one-day meeting. Some proposed discussion points include: What is NSF's vision for the future of the LTER? How is this vision guiding renewal decisions. Are there any changes in the principle that site proposals are not competing against each other?

Gastil inquired if there were any IM-related questions from EB, but there were none.

call for IM-Exec nominations

Stevan and Suzanne are willing to be nominated as IM Exec co-chairs.

Tim Whiteaker has agreed to be nominated to IM Exec.

Discussion regarding whether to have voting addressed in advance of the meeting (electronically) or during the meeting (electronically or on paper). Consensus is to address voting during the meeting; any IMs not attending the meeting should convey their vote to Marty, and a NCO representative (Julien?) can manage the voting. This approach allows for last-minute nominations at the meeting, and, as such, we will suggest but not require, that candidates post a statement of interest a certain time in advance of the meeting.

We need to elect also a Databits editor and co-editor. Gastil suggested that this would be a very enriching experience for a new IM.

We will mention that there will be a call for nominations during the next VTC water cooler.

Action item: Gastil to confirm with Julien that he will be attending and willing to officiate the voting.

Action item: Gastil will plan to send an email in September formally requesting nominations.

prepare questions for NSF

Draft questions (still DRAFT!):

- Do you have anything you'd like to ask us or share with us?
- How do you feel the IM portion of the renewal proposals went?
- The renewing IMs met and structured content similarly. Was the format and content of the IM Section useful?
- Data inventory across sites; did that work? How did they like it?
- Recent site renewal RFP was very vague about LTER Information Management Guidelines and pointed sites to <https://im.lternet.edu/>. No specific content was provided, which likely caused confusion. Site not provided for that purpose and content was diluted. How do we make sure that you have the best resources for your review panels?
- How do you see the future of information management for the LTER network with regards to the NCO and EDI renewal timelines? (We have a very symbiotic relationship with NCO and EDI). Plan ahead and build effective interactions
- How likely will it be that they continue in their current structure?

Action item: Stevan to take a first pass at editing these questions.

call for site bytes?

Discussed an effort to develop from the recently held Tea With the Chair session creating a question-and-answer type document where new (or otherwise) IMs could pose questions and other IMs could provide feedback. Propose a working group primarily comprised of new IMs to address such an endeavour.

Action item: Gastil to inquire with the Tea With the Chair attendees about forming a working group.

pre-meeting soiree (Saturday evening)

Marty suggested we could cordon a section of the dining area, but there is a general consensus that an informal, off-site meeting would be a better option than hosting something at Asilomar. Related, we need to acknowledge retirements departures (Wade, Don, Hope, Ken, Brian).

Action item: Suzanne will inquire about possible venues.

meeting agenda

Draft agenda (still DRAFT!):

time start	item
8:30	Introductions/agenda review
9:00	NCO/EDI Reports, updates, Q/A
9:45	Intro to breakout 2
10:00	Group photo
	morning break
10:30	Breakout 2 - IMC Visioning
12:00	lunch
1:00	Report back for breakout 2
1:30	Plenary Discussion on renewals and reviews
2:15	Plenary Discussion on EML 2.2 Implementation
3:00	afternoon break
3:30	business meeting and prep for NSF
4:00	NSF
4:30	Wrap-up/action items
4:45	NSF debrief
5:15	Adjourn

Still need to flesh out content for the visioning breakout. For the plenary discussion on renewals and reviews, it would be helpful if reviews from the recent round of renewals are available; however, even if not, a discussion about what is required on the part of IMs, what goes into renewals, what to expect in the future would be a welcome conversation for all IMs (not just new ones). Need to coordinate with EDI and NCO about the NCO/EDI reports, update, and Q&A. Need to develop an annotated agenda so that NSF is aware of some of the activities of the IMC.

Action item: Stevan will draft proposed content for the visioning breakout.

Action item: Gastil will inquire as to whether Matt Jones is available to participate in the EML 2.2 breakout. Update, Matt is not planning to attend but noted that Margaret can address this topic.

Action item: Gastil to reach out to EDI and NCO clarifying expectations regarding NCO/EDI Reports, updates, Q/A

Action item: Gastil to reach out to EDI and NCO regarding participation in the IMC visioning breakout session (but after the content of that session is more thoroughly resolved).

Note that Sched operates on the meeting location's local time!

next VWC topic

August VWC: Margaret will present on units, and Suzanne about wired. Mention that nominations will be announced.

September VWC: topic TBD but generally leaving open to discuss ASM logistics; we will share the questions proposed for the meeting with NSF during the ASM.

summary of action items:

- **Gastil** to confirm with Julien that he will be attending, and would be willing to officiate the voting. Update: Julien did not know about our IMC meeting Sep 30th so no, he has not planned to attend, but he seems interested.
- **Gastil** will plan to send an email in September formally requesting nominations for the open positions.
- **Stevan** to take a first pass at editing text of questions to NSF.
- **Gastil** to inquire with the Tea With the Chair attendees about forming a working group.
- **Suzanne** will inquire about possible venues for an IM social Saturday evening.
- **Gastil** will inquire as to whether Matt Jones is available to participate in the EML 2.2 breakout. Update: Matt is not planning to attend but noted that Margaret can address this topic.
- **Gastil** to reach out to EDI and NCO clarifying expectations regarding NCO/EDI Reports, updates, Q/A
- **Gastil** to reach out to EDI and NCO regarding participation in the IMC visioning breakout session (but after the content of that session is more thoroughly resolved).
- **Stevan** will draft proposed content for the visioning breakout