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[Home](#) > [IM Exec](#) > IMExec VTC 2013-07-12

# IMExec VTC 2013-07-12

Tue, 06/18/2013 - 9:41am — [mobrien](#) <sup>[1]</sup>

Friday July 12, 2013, noon MDT

Note taker: Emery

Time keeper: John

Attending: Adam, Dan, Emery, James, Jason, John, Margaret, Philip, Yang Xia

Topics:

1. EB Updates (Emery)

no recent meeting to report on

recap? check notes for anything from EB regarding decommissioned sites.

2. IMC Meeting:

- 2.1. Guidelines for site IM systems: version 2 is internal to LTER, NSF's use is optional

- 2.2. agenda finalized (plenaries and timing, should we add SensorNIS, time needed for Checker Reports)

- 2.3. self-organizing working groups

<https://docs.google.com/spreadsheet/cc?key=0AiGhBHZ7pxfZdGdIZlpfQnVQWGU...> <sup>[2]</sup>

3. Reminders:

- 3.1. site bytes, self-organizing working groups

- 3.2. statements from nominees (we need a web page for these)

- 3.3. logistics? [rental cars needed for Thursday, other]

4. GCE Matlab toolbox report (John)

Notes:

EB Report. No EB meeting since the last IM-Exec call.

Decommissioned LTER sites. The question of decommissioned sites was discussed briefly at the recent EB and SC meetings. The IMC may discuss issues related to data at the upcoming business meeting.

IM Guidelines. The current IM Review Criteria are out of date. IM-Exec recommends beginning discussion of the next version (to be called "IM Guidelines") at the IMC meeting with a goal of completion by the SC meeting in May 2014.

IMC Meeting. The NEON discussion will be moved to the field trip. The NEON site will not be

visited but we'll be able to see it. The NEON time slot will be used by SensorNIS. LNO may be able to pay for extra attendees.

PASTA-DataONE update. Might include: access rules for PASTA and DataONE, rules for the EML checker, and replacement of Metacat in PASTA.

Self-organizing working groups. Encourage folks to sign up. Three rooms. Time slots: Thursday 11-2:30, Friday morning (two 2-hour slots), Tuesday afternoon. Recommend signing up for 3 activities at most. Jason will need to know the days and numbers by next week. Ask organizers for preferred days.

IM-Exec nominations. Dan is rotating off and Philip might be elected co-chair, so another nomination is needed.

Space for posters and demos. Plenary meeting room will be OK. Informal would be good.

Drivers. Ask IM-Exec members not already renting a car.

Airport shuttles. One large van will be dedicated to airport shuttles. Six or eight people are renting cars. Only 2 miles from airport to campus housing. Jason will send more info.

Tuesday Mixer. Need to finalize time.

IMC meeting 2014. Location to be discussed in business meeting. In the past this has been EIMC. Corinna and Wade agreed to pursue for 2014. Need to contact them for update.

GCE Matlab toolbox report. ARRA-funded project. Sent to LNO (funders) and IM-Exec (recommenders). Forward to other groups? Follow same procedure as for other projects. LNO may take care of this.

Action items:

- Send reminder for self-organizing groups (John)
- Send reminder for nominations & statements (John)
- Send reminder for site bytes (Margaret)
- Send follow-up details for IMC meeting (Jason)
- Contact IM-Exec re: volunteer drivers (Jason)
- Contact Don & Margaret re: SensorNIS (John)
- Contact Wade & Corinna re: EIMC (Margaret & John)

### Meeting Notes <sup>[3]</sup>

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