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Mon, 07/09/2012 - 2:22pm — [mobrien](#) ^[1]

Wednesday, July 11

Topics

0. August IMExec call scheduled
Aug 8th at 10 MT.

1. Update on availability of ARRA funds (James)

2. supplement funding to sites

3. communication to IMC members

-- Review the key points of all the recent issues.

4. Upcoming Water coolers

-- July #2 LNO update

-- August #1 6/7 Metrics WG: PASTA v1 checks list

-- August #2

-- September ?

5. IMC meeting

- 3.1 Logistics update (3 cabins?) Jason

- 3.1 One Day IMC

-- 3.1.0 First night mixer? farewells for Nicole, John C.

-- 3.1.1 Closed AM: Topics (plenary)

--- Elections

--- Production oriented working group proposals, buy-out proposals, training proposals needed for 2013

--- discussions related to EML metrics reporting, data access issues, data availability plan (ARRA funds)

--- Working group reports?

--- Invite Saran? Remember that she had hoped to meet the rest of the site IMs, but has only met IMExec.

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-- 3.1.2 Open PM: Topics

-- Activity on comparing data inventories or package management strategies (margaret) [breakout rooms needed?]

-- ASM workshop preview of coming week - 5min pitches from proposers

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6. ASM working groups - see: <http://im.lternet.edu/node/1030> [2]

IM Exec Notes 11 July 2012

In Attendance: Don Henshaw (IMC Co-Chair), Margaret O'Brien (IMC Co-Chair), Jason Downing, John Chamblee, Sven Bohm, Emery Boose (EB Rep.), James Brunt (LNO CIO)

The Next IM Exec meeting will be August 8 at 10 MDT.

Report from LNO (James Brunt)

LNO received the Site Review Report and NSF Cover Letter. The report was generally positive but LNO, but it did include five observations concerning future work. The major recommendation is that the PASTA timeline must move up. Since the LNO is still discussing the outcome with NSF, we are still waiting to hear whether they are going to approve the proposed re-allocation of ARRA funds. A more in-depth report will be provided at the next IMC VTC.

The five recommendations were as follows:

1. PASTA should be put into production soon.
2. LNO should assess how it is prioritizing science activities. If an LNO priority conflicts with Network priorities, then it should be reconsidered.
3. LNO should broaden the audience they serve in terms of communication but should at the same time limit communication efforts to within LTER communications and efforts at reaching the broader ecological community while not reaching out to the public as much.
4. LNO should raise the priority of getting web services to administrative databases in operation.
5. LNO needs to broaden the metrics they collect and partner with other agencies in developing metrics that assess the impact of LNO activities.

There will be more information next week. The outcome of the site review discussion devolved into included a brief discussion of the supplement proposal submissions, the results of which were not fully available at that time.

Communication to IMC members

IM Exec members agreed that we would develop a letter and contact up each IMC voting member individually to discuss the issues of the past several months and get their concerns regarding IM and the network. The goal is to have an open discussion with each IM and find out what their concerns are, what information they might be missing, and how they think IM Exec could do a better job. Since so much has happened, we also agreed to develop a common timeline for IM Exec to share, to make sure that our historical data of recent events is accurate. IM Exec agreed to conduct these calls before the next VTC, collate the results and provide feedback to the membership before the ASM. It is hoped that these discussions will help focus our efforts when we meet in person in September.

VTCs

There will be two VTCs in August. The August 6/7 VTC will be a presentation of the Metrics Working Group report, while the August 21/22 VTC will be reserved for a discussion of ASM-related topics.

ASM Logistics

In lieu of large cabins, there will be four small cabins for IMs who wish to use them. Most are reserved as of this meeting and the rest will be filled soon. LNO is willing to make their cabin available for the Saturday IMC mixer. We will need to think about how to provision the Saturday mixer, however. We must also begin preparation to honor our members who are rotating out of the IMC to pursue other things.

The ASM IMC Meeting

Elections will be a big part of the closed morning meeting. We have a lot of people rotating off. The rotation dates are as follows:

- IMC Co-Chairs (to be replaced from existing IM Exec Members) – Don Henshaw = 2012, Margaret O'Brien = 2012 (possibly)
- IM-Exec. Don Henshaw, Margaret O'Brien, Sven Bohm, Emery Boose = 2012. Dan Bahauddin = 2013. Jason Downing, John Chamblee = 2014.
- EB-rep. Emery Boose = 2014.
- NISAC. John Porter = 2013. Gastil Buhl, Linda Powell = 2014. Suzanne Remillard = 2015.

This will leave up to four vacancies. If the IMC is willing to vote for a one-year exception in order to provide continuity, Margaret may be willing to serve an additional year as Co-Chair, which would leave only three slots to fill on IM-Exec and only one slot to fill in the Co-chair position from existing IM Exec members. The nomination process will begin in August.

The remainder of the morning meeting will likely be devoted to a discussion of metrics, data availability, and data tracking. However the framework for this discussion is expected to come from IM Execs' detailed discussions with site IMs. Depending on their availability, we will also invite NSF program officers to meet the IMC in person.

Working group reports will also be on the agenda, though it is not clear whether they will be a morning or afternoon item. Right now, it looks as if the afternoon would be the most likely time. In addition to the working group reports, some IM Exec members have suggested that the afternoon meeting would be an excellent time to hear brief, one-to-two minute "pitches" on the working groups that will be of interest to the IMC meeting attendees during the remainder of the week.

In the afternoon, we would like to have an all-inclusive, two and a half hour discussion of site data inventories. The focus of this working group would be the use of data inventories in renewal proposals and their practical use at the sites. While site inventories are not new, they were more structured in the most recent set of proposals. On the other hand, they may not have been heavily used in the last proposal review, so they may be taken out entirely. Instead, reviewers may be using site and network catalogs. Even so, they are useful for package management and a consideration of how inventories and package management can be integrated into broader catalogs should have broad interest and applicability.

It was suggested that we need about three hours for this activity. A 10 to 15 minute introductory talk would be followed by 1.5 hour breakouts on the following related topics:

- How might inventories be included in a proposal?
- How are they best presented on-line?
- How can inventories be used in package management?
- What are the elements of a data inventory?

How are inventories to be integrated into site catalogs, network catalogs, and workflows?

The breakout groups will be followed by five-minute report-outs from each group and a closing discussion.

The final topic for the meeting was an open discussion on likely IM related working groups at ASM. Suggestions included workgroups on personneldb, sitedb, metrics (although this may be better presented as a poster of some kind), and SensorNIS. There will also be a working group on developing future visions of the IMC and IM across the network. Emery Boose has also been tapped, along with Phil Robertson, to chair a committee gathering feedback on future visions of LNO. Finally, IM Exec members agreed on the importance of encouraging posters and workshops highlighting accomplishments funded by supplements.

This is likely to be the Site Byte topic for the year, as well.

After this discussion, the meeting adjourned.

Meeting Notes ^[3]

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