

## Minutes from IMEXEC Meeting 11/19/2013

Present: Philip Tarrant, John Chamblee, James Connors, Emery Boose, Jason Downing, Yang Xia, James Brunt

1. No EB report today. Next EB meeting will be Monday 11/25/2013.
2. LNO Update:
  - a. Personnel: Three people were laid off when ARRA money evaporated. James Williams is doing IT support for College and Arts and Sciences at UNM. Leanne Yanabu (who did web content, outreach stuff at LNO) is working for A&S and is now on loan to UNM Physics Department. Yang Xia (information manager at LNO) will be now be IM at Konza LTER.
  - b. Yang and James are working on PersonnelDB before she leaves LNO. They are going through use cases and making sure web services work well and fine-tuning the administrative interface (PHP). One major bug that remains concerns updating passwords in LDAP. Every time an update is done, the tool updates the password.
3. Overview of Post-IM Meeting survey:
  - a. Results were circulated to IMC by email and are available on the IM website. There is no definitive answer to the question of whether or not to have two meetings at LTER sites or one at LTER site and one in conjunction to another meeting (like ESIP).
  - b. People were displeased with focus on PASTA at last year's meeting.
  - c. Comments indicate that some people weren't satisfied with how well things are covered in VTCs and how effective the VTCs are. "We should have talked about this in the VTCs before the meeting..."
    - i. Discussion: Ineffectiveness may be because VTCs are broken up over two days, and the groups may go in different directions. It is also an issue that some people don't participate in VTCs, and some are regulars.
    - ii. VTCs accomplish different things. Some VTCs are for presentations (providing information) while some VTCs are meant for discussion and feedback. The former may be more effective. In latter case, it might be worth dividing into even smaller groups (six people max). Conclusion: we need to structure VTCs differently depending on what we want to accomplish. One option to improve information exchange by VTC would be to record presentations and make them available via podcast for people who miss the VTC.
4. Annual IMC Meeting: ESIP meeting hasn't been announced yet. John will check with Corinna to see if she knows more. It is rumored that ESIP will be in Boulder in July 2014. This sounds like a reasonable location for IMC to meet this year, as it is easy enough to get to.
5. IMEXEC annual meeting: Not 100% certain if there will be money for this from LNO. Philip has offered ASU in Phoenix as the location. Philip will send out a Doodle poll to find out the best week in late January or February for the meeting.
6. Metrics Working Group report: It was a challenge to generate a metrics report that outputs to a .pdf, so the team at ASU decided to return the report as a web page. In the online figures, you

can hover over bars in bar charts and you will see the numbers. You can export the report to a file and then incorporate the graphics in to a report that you are writing. The metrics report gives total number of packages at site or network level, information about downloads, and statistics shown by quarter (packages published, revisions, total data packages). It gives a random selection of datasets published for a report at the Network level in order to give the user a flavor of what has been published. EcoTrends data has been excluded, because it skews the data at the Network level. Philip will send the report URL to IMC in the next few days. After Thanksgiving, he will send it to a wider audience including Saran.

7. Annual Meeting Report: James Connors has produced a first draft. James and John Chamblee are waiting for responses from the working groups in order to finalize the report. James suggests preparing a template for future annual reports so whoever writes it will know what parts of the meeting to keep track of. Report finalization will occur the week after Thanksgiving.