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Wed, 02/13/2008 - 8:55am — [mobrien](#) ^[1]

Agenda is attached.
jump to ACTION ITEMS

Tuesday, 12 February – "priorities and partnerships"

LNO Updates:

Proposal (Brunt)

LNO Renewal Proposal: no news on funding. 4 parts: core services, cyber-infrastructure, network development and outreach, synthesis

Budget:

EB asked LNO to detail the budget according to the decadal and CI plan.

Budget items added by IMexec:

- Support for 2 IM product-oriented workshops (e.g., 8IMs + lno staff)
- Support for 2 ims to work at lno for 1 mo each (mini-sabbaticals, could be rearranged)
- Increased size of annual meeting budget

Requested by LNO:

- Funding for more LNO trips to sites – (up to 16 trips/yr)
- A dataset person in ABQ – kind of like a site IM (sounds like Callie). (aside: There are existing positions to be filled at LNO)
- rich media recording system. Requesting up to 5, which could be distributed.
- UNM is taking over server costs (?details needed?)

LNO projects and priorities (Brunt):

dotproject being used to track progress on projects (www.dotproject.net ^[2]) Will be website link soon (end of March).

LNO is using a Logic-model for determining resources needs

Major priority is decadal plan implementation.

Update on CI (Vande Castle)

John would like input from IMexec on IMC's support needs from network. Next CI survey planned for just prior to ASM (Sept 09). First: need to review current survey (06/07). Suggested brainstorm session on design of survey at IM meeting 2008 to determine: How have sites' needs changed since last survey? This was prior to the decadal plan, and before availability of cheap hardware. Development of new survey should happen offline (i.e., doesn't require face-time in Sept). All current responses are on tech page. (aside: include question about genomics work before the asm09 - there will be a genomics session there)

Update on outreach, proposals, training and other projects (Michener)

CI-STARRED (pending): half of LTER to be engaged, traditionally has been tribal and rural colleges. To install advanced communication technology to remote LTER sites. Hopefully to be expanded to all LTER sites.

INTEROP (pending): virtually data center biodiversity, ecology and environmental sciences. NCEAS model to engage scientists. And NESCent model. S

DataNet (pending): Observation Network for Earth
Some elements of all earth observatories included. LTER possibly becoming a core node with some more infrastructure. Ten working groups.

Kepler: first annual Kepler stakeholders meeting
Few reps from LTER, the goal is formation of a users group, somewhat like SAS users group.

ISEI meeting: Cancun, December 2008

Training: provide and coordinate training for LTER scientists and information specialists. To get greater buy-in from EB also organize training that will include scientists. Have a few training modules ready to go. Have a good assessment procedure.

Report on Genomics metadata standards meeting in Cambridge (San Gil)

Wade is also acting as point-person (for the microbial community)

Genomics community needs the ability to link their existing data to environmental variables. Have GCDML, and are interested in EML, but need both. (gcdml references genbank). Exploring whether lter needs to embrace a merge between gcdml/eml as a network. Should the gcdml people extend their schema to include EML or vice-versa? Maybe it is just a crosswalk (probably not). Inigo has been contacting labs. Draft report on workshop in London due Friday.

Others are already trying to link in EML vis a vis genomics: Shaun Bower, Bertram Ludascher at (davis) are EML to genomics.

Tools: gcdml people have also creating orbeon xforms metadata editor. Different focus, check with Inigo if you are interested.

Asm09 – there will be a microbial group, IMs should plan to get involved there.

Inigo to request from IMC: Get in touch with your Genomics PIs – please answer: What are your plans: ie, how many sequences, what is volume, what tools using for gene-im.

Brainstorm – how can we leverage each other's development efforts? (Gries)

Culture of sharing needs change. Everything is done for local use, quick and dirty. Partly this is an artifact of a 3yr funding cycle, and also of personalities and politics.

Howto make things modular:

Knowledge and skills: e.g. code starts off spaghetti-like and it takes experience to refactor
documenting the code: often an afterthought

training: in software development best practices, modularity, standards, documentation

discovery: inventory of what's available

venue: set up groups with similar interests to develop for a certain task

What do all sites need to accomplish:

Store data (fileserver/db)

Quality control

Create EML

Put material on web

Discover data

Populate network dbs (eml, climhydro, lit, personnel)

Checkout new IM website and LNO webpages (Gries, Marsh)

Working group leaders and page editors should try to guide communication to forums instead of emails!

Create a tutorial? or help page. e.g. how to write up and videos.

Get IMExec tasks listed on site

Put section editors into site

Links to survey results (get from John Vande Castle)

NISAC priorities and Collaboration w/NISAC on CI Implementation Plan (Vanderbilt, Sheldon by VTC)

NISAC would like IMexec input on these topics. EB wants a formal doc describing funding mechanism, time line, and implementation of CI plan in the near future. Divide up among 6 initiatives

- 1 Architecture
- 2 Building capacity at sites
- 3 Built network capacity
- 4 Modeling and synthesis
- 5 Collaboration
- 6 Social research and training

What are the steps toward enhancing CI. Creative ways to support ims working with devs at Ino (#5). How to we get funding to do applied stuff without canabalizing the science budget?

Received these 5 questions from Wade. IMexec's comments follow each:

1) Many CI implementation recommendations are already being undertaken or studied by IMC working groups (e.g. controlled vocabulary, unit dictionary, QA/QC practices, software/technology transfer and workforce training). How can we enhance and support these efforts to ensure that products are delivered as needed to support network CI (and contributors are rewarded and recognized)?

Response: IMC must specify how the working groups' products will fit into a CI plan, and prioritize. Identify efforts that may facilitate scientific discovery. What is their place in a larger project (like ecotrends/pasta). Consider using a project-management format for working groups. One model for working groups process: Create a document that is essentially a "work package" proposal. Specify time, resources, people, accountability. This needs a review venue (either imexec or nisac), and to be added to a list of potential projects to fund or prioritize.

1. establish criteria for wg meetings and mini sabbaticals
 - 1.1 Have wg proposals submitted and evaluated by IMExec etc.
 - 1.2 Ask for timelines, milestones, outcomes, products etc. to evaluate
2. build mechanism for evaluating training session success
3. build mechanism for establishing training sessions
4. example: the unit dictionary has been singled out as a project with good use cases which make application obvious. However, it has become enough of a 'product' for the people involved, that they are no longer putting effort into it. are there incentives, timelines, etc. Take project management approach
 - 4.1 finish it and the web app (uses have not been exhausted - not even close)
 - 4.2 evaluate unit dictionary - both the process and product

2) The "IMC/LNO Partnership and Collaborations" working group at the 2007 IMC meeting, led by Eda Melendez, identified several barriers to collaboration between IMs and LNO on development projects (e.g. communication problems, lack of understanding of respective priorities/needs,

insufficient time for IM to participate on network-level projects). LNO/IM collaboration on software and standards development will be critical for CI implementation, so what specific strategies can we propose to overcome these barriers for future collaborations?

Response: Posting a summary from Eda here; complete doc is attached (4pp).

Barriers to collaboration and the lack of understanding of respective priorities/needs exist mainly due to a lack of communication venues. By identifying modes of communication and assigning liaison roles to specific people, we can start breaking these barriers. See assessment for action item 2, 4 and 5 (in full doc).

Access to the LNO projects' status online (by the use of dotProject) facilitates information managers' better understanding of the LNO's staff needs. These tool provides a permanent record of the status of LNO's project where major obstacles to complete the projects can be reported by the LNO. Information Managers involved in a project with the LNO developers and programmers can periodically check the status of their project and remind themselves or the LNO to complete a specific task to move the project to the next stage. See assessment for action item 3 (in full doc)

We believe that the insufficient time for information managers to participate on network-level projects occurs mainly due to a lack of the site's allocating the information manager's time to do network-related projects. Hence, efforts should make the site's management recognize the importance of these network activities will help resolve this issue. See assessment for action item 1 above.

3) The "CI Strategic Plan", "Critical Site and Network Functionality" document, and the "Interim Funding Estimates for Initiating the Decadal Plan Research" all call for augmenting IM staffing to support network participation. What strategies or metrics should be established to ensure that sites use these new resources as intended (i.e. rather than to augment site-based activities)? Put another way, how can we ensure adequate site participation to realize the goals of the CI plan? Are the IM review criteria sufficient for this task, or are other metrics needed (e.g. change to NSF RFPs)

Response: Metrics could document completion of milestones of network projects. If more support is available for additional personnel, then IMS Review Criteria should be re-visited to ensure it reflects work on network CI that supports the network-level science. In addition, functionality level should be included in the review criteria as our functionality must change to support science as well (eg, cybersecurity). Encourage anticipation in new scientific and CI initiatives.

4) Many of the IT initiatives in the CI plan require, or would be significantly aided by, availability of a common hardware/software "stack" at LTER sites. However, sites currently use a wide range of hardware and software solutions to implement their site information systems. What process should be used to select the components of a common baseline system? Would a packaged solution, such as the "point of presence node" described in the CI plan be sufficient to meet this need, or should sites be encouraged to migrate towards more consistent IT implementations?

Response: Talked about this in terms of an integrated framework meeting well-defined functions...

5) Funding the CIIP will require "out of the box" thinking, both by NSF and LTER. What potential funding mechanisms would be most effective for increasing IM participation in network activities (e.g. additional FTEs, site supplements, funded sabbaticals, mini-grants, product-oriented workshops, NCEAS proposals, etc.)?

Response: all of the above. encourage including IM in supplemental proposals and seeking other sources of funding, such outside agencies, foundations, etc. Locate other sources of funding for funding of applied projects (eg Common data products, as ClimDB was). Should expect assessment of how the funding was applied and how successful it was.

NIS project status Mark Servilla

PASTA: release April 08. Development process has been: use cases, requirements, project plan, milestones, coding, testing

Ecotrends: website to be released April 08. A lot of search capability, graphing, publications etc. Sociological data contributed by Coweeta should be acknowledged on eco-trends website.

Data access server: anticipate returning to this project during summer 08. Sites provide a proxy url for data, Ino to record access info. Can be used for any downloads, not just data from metacat

Personal/site database as a web service –Initial proof of concept was spring 2006. Re-engagement during spring 08

Hydro/climdb: migrating to Ino summer 08, subsequent integration with PASTA

Wednesday, 13 February - "conducting business & planning meetings" **Status Reports from Working Groups**

Working group reports:

UNITS (Ackerman):

1. best practices for creating units. Draft by March 31 (Todd, mob, hap, markS)
2. group to use forum for communication, not email lists.
2. web application for inserting new units (tbd)
3. consider options for vetting process, incorporate others in the community (tbd after feedback on units-BP)

EML (O'Brien):

2.0.2 by March 31 (mob, inigo, with input/approval from eml-dev)

List of 4 bugs to EML-dev with simple corrections

Will create EML which is schema compliant

No road map for beyond

Training (Vanderbilt):

Best dates are 5/20-22 (24 sites available)

20 people in lab ideal

Formative evaluation will be sent out to query experience and help determine expectations and then will be made into a formative evaluation after the training.

Cyber security may be streamed in the future.

Still tbd: via survey and training working group: fine tune the curriculum based on participants levels of expertise

(inigo, Karen, ...) Organize participants according to interest, assignments and expertise

Materials to be decided and made available

LNO Partnerships and Collaboration (Melendez-Colom)

EDA's notes are attached in a word doc of ~4pp, and summarized above in the response to question 2 from NISAC/Wade.

IM Governance

EB rep: Don's term as the IMC's representative to the Executive board is up in May 08.

Don to write up responsibilities of the EB job (doc attached)
 Nominations should come from IMC at large (send to James)
 Decision by March 31
 New rep to be reported May 1

IMC/IMexec governance, Collins

Some issues of IMC governance need more discussion, clarification, and/or documentation.
 Barrie will chair a working group to consider imc governance and possible structures.

E.g.

- ex officio members (definition, as per ex-officio members on other committees.),
- chair(s) and decision to add another member to imexec when we decided on a shared-chair.
- voting vs consensus (where to use which, e.g, imexec now has an even number, so a tie can not be resolved),
- models for when IMexec should go to the larger committee (ref old Coordinating committee model: decide that there is consensus, or that they need to take an issue out to a larger group for discussion, discussion requires active listening.)

VTC with Henry and Peter

Henry reported - Social science workshop at NSF to integrate better with informatics
 Dialogs happening, strategic plan looking forward several years. Will take several years for the funding to catch up. Probably level funding next year again because of presidential election.
 Working it into discussions. Workshops that are coming up to address the strategic plan. IM is a central component of it.

Challenges in integration with socioeconomic data are recognized. Huge issues of data integration. Challenges of communicating with international entities. Develop a new context for LTER IM. Eco-trends pushes the collaborative envelope. True network functionality. NCEAS will end its final renewal phase in 2011. new competition coming up. Peter reported a vision of shared infrastructure. Challenge that NEON is going through to develop cyber infrastructure stretching over years. And for years of operation. Talking on two levels: functions specific, design written to tasks. Not let the pieces dictate the design. Talk about functional driven way.

EIMC planning:

Action Items:

1. IMC registrants will be given a waiver for their conf fee. Figure out how this works.
2. Need info on lodging posted soon?
3. IMC budget still running red. If half the IMC members will share rooms, we can save >\$3k. ask for volunteers

IMC meeting

September 8th evening, 9th

1. Do Drupal demos, maybe each editor take a small group of people to show it to Or in front presentation to all?
2. Work on agenda over VTC
3. how to best use this day -- wg? people must be encouraged to come prepared. Often this format has not resulted in products, if time is spent catching up.

Action Items

1. **Create a best practices draft for describing a custom unit: March 31 Ackerman (chair), O'Brien, Garritt, Servilla**
2. **EML2.0.2 release: March 31 (O'Brien, Inigo, with input from eml-dev)**
3. **IMC Annual Report for Executive Board: May 1 (Kaplan)**

4. Report for NISAC responding to Wade's questions: March 1 (Kaplan)
5. Content on Drupal website: _date_ (Gries)
6. Describe roles and responsibility for EB rep: Feb 20 (Don)
7. Select new EB rep by nomination and election: April 1 (James and IMC)
8. Outline issues of IMC governance: May 1 (Barrie)
9. Gather expectations & needs from May20-22 participants: Feb 29 (training wg)
10. Drupal tutorial: _date__ (Inigo, Gries)

Attachment	Size
Agenda: IMexec Winter2008 Meetingv4.doc [3]	29.5 KB
Working Group Report: LNO-IMCollaborationWorkGroup-ActionItems_1.doc [4]	57 KB
Meeting Notes [5]	

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Source URL: http://im.lternet.edu/news/committees/im_exec/notes/2008_02_12

Links:

[1] <http://im.lternet.edu/user/27>

[2] <http://www.dotproject.net>

[3] http://im.lternet.edu/sites/im.lternet.edu/files/IMexec_Winter2008_Meetingv4.doc

[4] http://im.lternet.edu/sites/im.lternet.edu/files/LNO-IMCollaborationWorkGroup-ActionItems_1_0.doc

[5] <http://im.lternet.edu/taxonomy/term/3>