IMEXEC Meeting Notes
February 26, 2019

Attending:
- Stevan Earl (co-chair)
- Suzanne Remillard (co-chair; notetaker)
- Dan Bahauddin (EB representative)
- Jason Downing
- Kristin Vanderbilt (EDI representative)
- Tim Whiteaker (joined meeting late)

Unable to attend: Marty Downs, Renee Brown

Executive Board report (Dan)

EB governance: After not meeting for several months, the EB met on February 4, 2019. Peter Groffman's term expires in May. Diane McKnight is slated to take over. Discussion on chair compensation, which has changed over time (up to 50% salary at one time). NSF does not plan to compensate in the future. This is an ongoing discussion about what can be expected from the chair. Is chair reimbursed for salary? This new model may make recruitment more challenging.

NCO renewal proposal: Marty talked about the renewal proposal and budget. The budget has been decreased by $40K ($840 to $800). It is unclear what projects would suffer with the decrease in funding. NSF is also requesting a name change to Network Coordination Office. They expect governance costs will be similar. They are required to have annual NSF symposium, but seem to be asking for smaller synthesis activities. Should proposals be wide open or thematically specific? [Note, Marty was not in attendance during this report out to IMEXEC to follow-up on questions.]

Forty year review discussion: Adjustment to requests for 2 pager came by email from Marty. They are looking to survey former REU students. Trying to create a list of "inspired" papers. Focus on big impacts and how LTER structure has influenced these impacts.

Science Council meeting planning: Focus is on 40 year review. There will be lightning talks by sites.

Environmental Data Initiative update (Kristin)

Mark Servilla talked to Peter McCartney and renewal proposal will be out soon. EDI is pursuing what types of funds they will request. Is there a specific training that IMC is interested in obtaining? Annotation is already in there.

GitHub training needs to happen; members of the IMC need to get up to speed on these tools. Both annotation and Github training would be good to do at the annual IMC meeting.

Duane is developing a new web based EML editor called Metapipe.
New programmer was recently hired to specifically work on the Dataone member node.
EDI summer fellowship program is currently being announced.
Data helpdesk for ESA 2019 is being organized. People at ESA don't seem to be very data savvy, so this was very successful last year. If there are any IMs that go to ESA, they could help out.
ClimDB workshop in ABQ March 11-15 to discuss the future of ClimDB. Title is "Next generation climate/hydrological data products".

Discussion on EDI Rep's attendance at IMEXEC monthly meetings
IMEXEC invited EDI rep for 2 meetings as a trial. We need to discuss whether we want to continue this interaction. Kristin expressed that she felt it is valuable to participate from her perspective. IMEXEC also finds value in hearing in this format from EDI. Do we need to vote to continue with IMC? If so, we should do it at the next VWC (Jason).

Change of day and time for IMEXEC meeting

Renee is interested in moving our meetings from the fourth Tuesday of the month to either Monday or Wednesday (same time and time). No one on the call objected. We need to confirm with Marty.

Action item: Stevan will confirm change with Marty.

Databits
Last month we talked about maybe needing to be proactive to ensure that Databits happens or at least check in with John Porter and Sven Bohm, who agreed to be co-editors. Tim said he would check in with them and he must have done so as John sent out a call. (Tim had not yet joined the meeting for us to confirm this, but no other action is needed).

IMC meeting
Stevan talked with Corinna and discussed funding models for annual IMC meeting. They discussed the Bloomington, IN model where the site covered the hotel cost. This has the added benefit of dodging the issue of sharing rooms. EDI funded about half of the IMs and NCO funded the other half. EDI can only cover the travel expenses of a person, not of a line item. For example, they could not cover airfare or registration for everyone. Also, in order to be supported by EDI, attendees need to be active participants in the meeting, to the degree of organizing a session. Perhaps we should use NCO money to cover as many site IMs as possible with EDI covering the rest. We need to coordinate with Corinna and Marty carefully, and in advance as there are critical ground rules, such as no one should make their own flight arrangements.

A meeting options document was creation for discussion with IMC:
https://docs.google.com/document/d/1kp-DrgrQcgofLp4ZtNM48VX5iTydoU0mTvVFrN65FQU/edit

Funding amounts and future funding are still uncertain.

Planning - we need to discuss this and will get back to it.

VWC Topic (Jason)
March 11th topic is 2019 meeting planning. Do we need to have a template to present? Should we identify any type of topic and decide later whether it is a 1-day meeting topic or ESIP workshop topic? We should use the ASM planning example. What about ESIP clusters? Topics so far include: eml 2.2, annotation training, github training, wired.

Note: March 11th is the travel day for the "Next generation climate/hydrological data products" workshop in Albuquerque and 10 IMs will be attending. The 3 local IMs would be able to participate in the VWC, but not the 7 others. Should we consider moving this VWC?

Future VWC topics:
Visualizing the future of metadata poster at agu (Margaret)
Another meeting planning
Metapipe, eml editor (Duane)

Action item: Jason will start a spreadsheet, similar to what we used for our meeting preparation last year.

Working Group Updates (Tim)
ECC
Report from Jason that this group met informally yesterday. There's a new check that should be introduced at the next VWC and has to do with filesize (similar to the checksum check). Announce March 11, staging platform through March 15, then one month until integrated into platform. It will create an error, so people need to know about it.

Semantics
Online meeting on Feb 14 that 11 people attended. Two major topics LTER vocab update (John Porter) and semantics and ontologies (Margaret & Kristin).

Core Metabase
Margaret has uploaded test scripts. Tim will download and test.

Zotero
Presented at last VWC, February 11. Tim has been receiving feedback and updating best practises.

Nothing new from other working groups.

Enabling FAIR Data - Invitation to become a Signatory

Follow-up from last month is that everyone on IMEXEC has reviewed and commented on the draft.

Action item: Dan will present this at EB on March 7 for approval. If approved, Suzanne will proceed with signing LTER as signatory.

2019 Review Cohort
Gastil asked about the group effort for last year's review cohort and using the same format for the upcoming mid-term review. Stevan said that the template was used by the proposal cohort. Can the template be used for either mid-term reviews or proposals? NSF was very happy with the results last year. There were both tools and formats that were developed. The tool was developed by John Porter. This should be on GitHub so that people can download and use. It wasn't clear whether it would be necessary to have training on how to use this tool or is it self-explanatory.

Action item: Tim will investigate and report back.

40 year review self study
The working group met last week. No one was interested in leading the effort, but people agreed to handle certain aspects. Stevan is preparing to send an email to request some additional information from Marty's publications request that will help highlight IMC publication contributions. These include tagging IM related publications (LTER-IMC) and a count of IM related publications that are not included (like Databits, whitepapers, best practices). There will be a spreadsheet to capture any broader impacts; training, workshops, etc. There is still not clarity on what is meant by broader impacts. Is this at a site or network level? We should include things like workshops, trainings, presentations, stars and forks from Github repositories.

Action item: Stevan will be send out this request to IMC.