

Minutes for June 2014 Internal Advisory Committee Meeting

Date/Time: June 25, 2014 2:00-3:25 PM Eastern
On-site Attendees: David Jennings, Suzette King, Reed Beaman, Shari Ellis
Remote Attendees: Joanna McCaffrey (iDigBio), Andrea Matsunaga (iDigBio), Toby Schuh (TTD), Corinna Gries (LBCC), Chris Dietrich (InvertNet), Patrick Sweeney (NEVP), Neil Cobb (SCAN), Bruce Lieberman (PaleoNICHES), Mike Webster (VACS)
Meeting Location: Building 105, Room 310

Action Items:

- [David Jennings] Doodle poll to schedule the August IAC meeting
- TCN bi-monthly progress reports are still needed from: Lichens & Bryophytes, Macrofungi, Fossil Insects, and Macroalgal
- [Reed Beaman] Spearhead the effort to create an easy-to-use citation format for data retrieved from the iDigBio portal
- [Reed Beaman] Spearhead the effort to address the process for how providers will convey deletions to iDigBio during dataset updates

Call to Order & Welcome

Housekeeping Items

Meetings/Workshops/Events

- There are a number of upcoming iDigBio workshops and events that are listed on the back of the current agenda, which are also available on the on-line iDigBio Events Calendar.
- We have created a WebCal link that allows you to subscribe to the iDigBio Events Calendar on your mobile device. For Apple devices, simply click the WebCal link. However, if you have an Android, it is a two-step process. David Jennings has experience with subscribing to WebCal on these devices, so you may contact him if you have any questions.
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Bi-Monthly Progress Reports

- TCN bi-monthly progress reports to iDigBio are now due. As of this meeting, iDigBio has not received reports from Lichens & Bryophytes, Macrofungi, Fossil Insects, and Macroalgal. You may access the reporting form and your submitted reports from the home page: About iDigBio -> Collaborators -> TCN Bi-Monthly Progress Report to iDigBio

TCN Wiki Pages

- The TCN wiki pages have been established for your use in communicating about your TCN. You may have interesting developments to post as your research and digitization activities mature. Please maintain your wiki pages, such as updating collaborator lists, research statements, TCN maps, etc.

Next TCN Meeting

- The next IAC meeting will be held in August. David Jennings will send a Doodle poll to schedule this meeting.

Discussion Topics

iDigBio Summit

Summit IV is scheduled for October 27-28, 2014. We hope everyone will attend. We are aware that TDWG has rescheduled their event, which conflicts with these dates. The IAC expressed some concern about several society meetings that also occur in October. However, iDigBio confirmed that the Summit dates will not be changed.

The plan for this year's Summit is to invite three representatives from each TCN who will be fully supported. In addition, iDigBio will allow TCNs to send as many additional participants as they wish at their own expense. iDigBio will pay for all group costs, such as catered meals and refreshments. Whoever you send should be able to present your TCN report. We are still planning the Summit agenda but anticipate that Summit IV will follow the pattern of Summit III where we discussed topics of interest to ADBC as a community. For Summit V in 2015, our plan is to evolve towards an ADBC Conference.

Masking Sensitive Data

iDigBio's existing policy regarding sensitive data is: "Data, including sensitive data, such as those related to threatened and endangered species or rare fossils, are displayed by iDigBio as submitted by providers. iDigBio does not filter or otherwise obscure locality information." In other words, iDigBio lets the data provider determine what data are sensitive. Sensitive data can be identified in Symbiota so that information is removed when the data is exported. The issue of sensitive data is problematic because release of this data is more important to some disciplines than others and is better evaluated by data providers based on their own expertise. After a lively discussion, the IAC members agreed to continue with iDigBio's current policy and leave the determination of what data should be withheld to the data provider.

The Issue of Duplicates

When addressing the issue of duplicate records, there were varying degrees of concern among the TCNs. Duplicates are not a problem at the collection or institution level because each specimen has its own unique Occurrence ID. The collections managers seemed to feel they managed their internal data in a satisfactory way. Duplicates can become a problem for aggregators, however, because Occurrence IDs may only be unique within a particular collection and, thus, may be replicated on a different specimen from another collection. The biggest concern from the IAC was whether or not researchers would recognize when there were duplicates within a downloaded data set. However, the IAC agreed that this was the definitely responsibility of the researcher. For iDigBio, the IAC recommended that having duplicates is better than having no data at all.

Data Attribution

Proper data attribution is standard community practice and is an incentive to wider distribution of data. When a provider gives data to an aggregator, the provider expects proper attribution both as a professional courtesy and to encourage continued data contribution. However, the IAC recognized that is very difficult to prevent the use of data with improper attribution. The IAC agreed that the best way to ensure proper attribution is for the provider to adopt a license for their data, recognizing that data is not copyrightable but media are copyrightable. The IAC recommended the use of a common license such as Creative Commons CC BY. Another direction iDigBio may want to explore is tracking data attribution at the point of publication. In addition, iDigBio may want to consider attributing things like TCN and funding source in the data. Reed Beaman agreed to spearhead the effort to come up with an easy-to-use mechanism to attribute data retrieved from iDigBio.

Data Deletions

The current process for record deletions is the following: When data sets are sent to iDigBio, please include an email if there are any deleted records. iDigBio does not delete records simply because they are “missing” in an updated record set. iDigBio ingests data and keeps a history of updates. The IAC encouraged iDigBio to revise its policy regarding deletions because it is not user-friendly to the TCNs. For example, SCAN sends their entire database to iDigBio and if a record is not in the dataset, then it has been deleted. iDigBio needs to address the process for how providers will convey deletions to iDigBio during dataset updates.

New Portal

iDigBio recently released a new version of its portal that includes many new features including: ranges (latitude/longitude, depth, altitude, and Paleozoic period); dataset information including contact; alphabetical order of advanced query fields; a new mapping interface; and a new image gallery view. The TCNs indicated that they generally use their own portals for research and do not use the iDigBio portal. However, the TCNs were happy to have iDigBio as another access point for their data. The TCNs recommended that iDigBio focus on demonstrating the use of the portal for research, which will help promote the value of the data.

There was a request for other topics, but there were none forthcoming. The next meeting will be in August, which will be scheduled via Doodle poll. The TCN representatives were thanked for their participation.

Meeting was adjourned at 3:25 pm.

Agenda for June 2014 Internal Advisory Committee Meeting

Date/Time: June 25, 2014 2:00 - 4:00 PM Eastern

Invitees: Toby Schuh, Katja Seltmann, Corinna Gries, Robert Naczi, Chris Dietrich, Bruce Lieberman, Barbara Thiers, Patrick Sweeney, Neil Cobb, Chris Neefus, Dena Smith, Michael Webster, Ed Gilbert, Shari Ellis, Gil Nelson, Deb Paul, Andréa Matsunaga, Renato Figueiredo, Kevin Love, Joanna McCaffrey, David Jennings, Suzette King, Reed Beaman, Larry Page, José Fortes, Greg Riccardi, Bruce MacFadden, Pam Soltis

Additional participation from TCNs/PENs is welcomed and encouraged!

Meeting Location: Building 105, Room 310

Remote Access: <http://idigbio.adobeconnect.com/iac/>

VoIP access is available through Adobe Connect, or you may alternatively dial 866-284-8871 (less preferred due to per-minute charges).

2:00 PM Call to Order

Housekeeping:

Upcoming workshops/meetings/events: https://www.idigbio.org/calendar (also see attached list) Subscribe: webcal://www.idigbio.org/events-calendar/export.ics	David
TCN bi-monthly progress reports to iDigBio are due: https://www.idigbio.org/content/tcn-bi-monthly-progress-report-idigbio	David
Please maintain your TCN wiki pages: https://www.idigbio.org/wiki/index.php/TCNs	David

Discussion Topics:

Summit IV (and next year's Summit V)	Joanna
Sensitive data. iDigBio's existing policy: <i>Data, including sensitive data, such as those related to threatened and endangered species or rare fossils, are displayed by iDigBio as submitted by providers. iDigBio does not filter or otherwise obscure locality information.</i>	Joanna
Data duplicates	Joanna
Data attribution	Joanna
Data deletions	Joanna
New portal release - contact info, collection descriptions, ranges	Joanna
Other topics	All

4:00 PM Adjourn

Upcoming Workshops/Meetings/Events:

Event	Location	Start Date to End Date
SPNHC 2014, Cardiff, Wales	Cardiff Millennium Centre (Cardiff, Wales, UK)	06-22-2014 to 06-27-2014
Managing Archives, Special Collections and Original Source Documentation in Natural History Collections: Challenges and Opportunities.	Cardiff Millennium Centre (Cardiff, Wales, UK)	06-25-2014
Recruiting, Retaining, and Supporting Small Collections in Biodiversity Digitization Initiatives	Cardiff Millennium Centre (Cardiff, Wales, UK)	06-25-2014
iDigBio Internal Advisory Committee Meeting	UF Building 105 Room 310 (Gainesville, Florida)	06-25-2014
Update on Initiatives and Progress in Digitization of Natural History Collections	Cardiff Millennium Centre (Cardiff, Wales, UK)	06-26-2014
SPNHC 2014 DemoCamp	Cardiff Millennium Centre (Cardiff, Wales, UK)	06-26-2014
SPNHC 2014 Special Interest Group Session: Collections Digitization and Opportunities for International Collaboration	Amgueddfa Cymru – National Museum Wales (Cardiff, Wales, UK)	06-27-2014
iDigBio Retreat II	Learning Center at the Austin Cary Forest (10625 NE Waldo Rd, Gainesville, FL 32609) (Gainesville, Florida)	06-30-2014
iDigBio End-of-the-Fiscal-Year Party	Tall Paul's (10 SE 2nd Ave) (Gainesville, Florida)	06-30-2014
iDigBio Steering Committee & Executive Committee Meeting	UF Building 105, Room 310 (Gainesville, Florida)	07-10-2014
Botany 2014 - New Frontiers in Botany	Boise Centre (Boise, Idaho)	07-26-2014 to 07-30-2014
Georeferencing Natural History Collections: A Crash Course in Translating Locality Data into Geographic Coordinates	Boise Centre (Boise, Idaho)	07-27-2014
Digitized natural history collections records in traditional research, collaborative research, and big data research	Boise Centre (Boise, Idaho)	07-29-2014
Botanical DNA Banking and the Systematics Community: Working Together to Meet Future Research Challenges	Boise Center (Boise, Idaho)	07-29-2014
North American Network of Small Herbaria Workshop	Boise Centre (Boise, Idaho)	07-31-2014
iDigBio at Ecological Society of America 2014	Sacramento Convention Center (Sacramento, California)	08-10-2014 to 08-15-2014
iDigBio Steering Committee & Executive Committee Meeting	UF Building 105, Room 310 (Gainesville, Florida)	08-14-2014
A Workshop for Undergraduate Students: Careers and Graduate Study in the Biological Sciences	Field Museum of Natural History (Chicago, Illinois)	09-06-2014
iDigBio Steering Committee & Executive Committee Meeting	UF Building 105, Room 310 (Gainesville, Florida)	09-11-2014
iDig'dBio@ Imaging Blitz	Florida State University's Robert K. Godfrey Herbarium (Tallahassee, Florida)	09-13-2014
Leveraging Digitization Practices Across Multiple Domains	University of California (Santa Barbara, California)	10-06-2014 to 10-09-2014
iDigBio Steering Committee & Executive Committee Meeting	UF Building 105, Room 310 (Gainesville, Florida)	10-09-2014
Advancing the Digitization of Paleontology and Geoscience Collections: Projects, Programs, and Practices	Vancouver Convention Center (Vancouver, BC, Canada)	10-19-2014 to 10-22-2014
Biodiversity Information Standards (TDWG) 2014 Conference	Jönköping, Sweden	10-27-2014 to 10-31-2014
iDigBio Summit IV	University of Florida (Gainesville, Florida)	10-27-2014 to 10-28-2014
iDigBio Steering Committee & Executive Committee Meeting	UF Building 105, Room 310 (Gainesville, Florida)	11-13-2014
ESA 2014 Symposium: "Out of the field and into the lab: the state of the art in processing biodiversity to publication"	Oregon Convention Center (Portland, Oregon)	11-18-2014
iDigBio Steering Committee & Executive Committee Meeting	UF Building 105, Room 310 (Gainesville, Florida)	12-11-2014
SPNHC 2015, Gainesville, Florida	Florida Museum of Natural History, University of Florida (Gainesville, Florida)	05-17-2015 to 05-22-2015