Minutes of Internal Advisory Committee Meeting on September 15, 2016

Date/Time: Thursday, September 15, 2016   2:00-3:30 PM Eastern

TCN Attendees:

InvertNet		FIC	Talia Karim
LBCC	Corinna Gries	MHC	
PALEONICHES	Bruce Lieberman	GLI	Aaron Goldberg Ken Cameron
MaCC		InvertEBase	Liz Shea
NEVP	Patrick Sweeney	SERNEC	Michael Denslow Zack Murrell
SCAN	Neil Cobb	MiCC	Andrew Miller Rhianna Baldree Alex Kuhn Teresa Iturriaga
VACS		EPICC	Erica Clites
The Cretaceous World	Bruce Lieberman		

iDigBio Attendees:

Administration	David Jennings	Digitization & Training	
Education & Outreach	Molly Phillips	Cyberinfrastructure	Joanna McCaffrey Renato Figueiredo- Kevin Love
HUH	Jonathan Kennedy		
Research Use	Shelley James	Assessment & Evaluation	Shari Ellis-

Meeting Location: Building 105 Room 310 and http://idigbio.adobeconnect.com/iac/
Recording: http://idigbio.adobeconnect.com/p4sbtehy24v/

RECURRING ITEMS:

Upcoming workshops/meetings/events

https://www.idigbio.org/calendar

TCN bi-monthly progress reports to iDigBio are due

https://www.idigbio.org/content/tcn-bi-monthly-progress-report-idigbio

- Thanks to the TCNs that submitted their reports in advance of the meeting. David Jennings will follow-up with the others.
- Reports from the following TCNs are included with the minutes and are archived on the IAC wiki page (https://www.idigbio.org/wiki/index.php/Internal_Advisory_Committee):

☒ InvertNet	☒ SCAN	☐ InvertEBase
☒ LBCC	☐ VACS	☒ SERNEC
☒ PALEONICHES	☒ FIC	☒ MiCC
☒ MaCC	☐ MHC	☒ EPICC
☒ NEVP	☒ GLI	☒ The Cretaceous World

Symbiota Data

- Joanna reminded all to publish and republish your data with Symbiota.
  - iDigBio will not receive your data if you do not publish
  - All records must have an occurrence ID
  - Link provided for how to publish: http://symbiota.org/docs/darwin-core-archive-data-publishing/

DISCUSSION TOPICS:

Summit

Why do we do the Summit? What is it for?

Day 0 - consists of TCN kickoff meetings, business meetings, and orientation

- We are trying to make the orientation better this year
- Topic ideas for this year's orientation:
  - Cover jargon and acronyms
  - Who is involved in national digitization effort
  - What is iDigBio? How do you get involved?
  - Preview of expectations - bimonthly reports, NSF reports (including integrated reports), data publishing to iDigBio, annual meeting
  - Project management
  - Mentoring and collaboration
- If people are new to ADBC or the Summit and PI's think the orientation would benefit them they are invited to attend day 0 but need to coordinate changes with Cathy.

Day 1 - consists of mostly presentations to provide introduction/updates about TCNs and ADBC.

- TCNs will get 5 minutes and 5 slides:
  - Progress in digitization efforts (this needs to be backed up by statistics/numbers; progress against what was planned)
  - Data management of & open access to data via iDigBio (data publication, How much of their data does iDigBio have to date?)
  - Research uses of data
  - Management & oversight of the network (What about network sustainability?)
  - What have you learned that can be shared with other TCNs? (This should address both issues around digitization and broader impact activities.)
- Q&A sessions after each block of talks
- Hour block at the end for other meetings, mentorship, etc.
- Evening reception and speaker at the Tennessee Aquarium

Day 2 consists of mostly breakouts and creating a common set of goals
- Start with some inspiration/collaboration talks
- Please self-select for the breakouts you'd like to be involved with
- Leads will be responsible for establishing the outline/expectations for their particular group

To help lead a Summit session, please visit the Summit wiki:
https://www.idigbio.org/wiki/index.php/IDigBio_Summit_2016

Featured Research Article in Monthly Newsletter
- PIs were again encouraged to highlight work within their TCN in the monthly newsletter's Research Spotlight (https://www.idigbio.org/tags/research-spotlight).
- Blog posts, posters, stories, etc. can all be used to highlight a project, a researcher, or an institution's use of digitized collections data.
- Email content to Shelley James (sjames@flmnh.ufl.edu)

Research Collaborations Feature Added to website
- Highlights collaborations that are enabling research using iDigBio data
- Let us know if you have research collaboration ideas

Other topics
- Next meeting will likely be in early December

Meeting Adjourned: 3:04 p.m.