

TCN/iDigBio Monthly Standing Meeting (Internal Advisory Committee)

March 13th, 2013, 1:00 PM – 2:00 PM

Onsite: David Jennings, Joanna McCaffrey, Kevin Love, Larry Page, Shari Ellis, Griffin Sheehy (taking minutes)

Adobe Connect: Toby Schuh, Tom Nash (in place of Corinna Gries), Robert Naczi, Chris Dietrich, Deb Paul, Andrea Matsunaga, Barbara Thiers, Patrick Sweeney

Absent: Katja Seltmann, Corinna Gries, Cathy Bester, Gil Nelson, Alex Thompson, Bruce Lieberman, Neil Cobb

Action Items

March 2013: David to create an online reporting form and send out for TCN review.

March 14th: Deb to submit a paragraph to Larry on the needs of the Augmenting OCR software.

Minutes

Opening/Welcome

- It was decided that quarterly calls were too infrequent so we will change them to bi-monthly. The next meeting will be Monday, May 8, 1-3 PM. Also changing the meetings so that TCNs no longer give individual updates. Written reports submitted bi-monthly will suffice moving forward.
- Upcoming events listed below and also on the website with more detail:
 - ASB 2013 – Symposium Apr 10-13 Marshall
 - Entomology Workshop Apr 24-25 Field Museum
 - SPNHC 2013 – Symposium Jun 17-22 South Dakota
 - Botany 2013 – 3 Symposia July 27-31 New Orleans
 - Georeferencing Train-the-Trainer II Aug 12-16 Gainesville
 - Paleocollections Digitization Sept 23-26 Yale
 - iDigBio Summit III Nov 18-21 Tallahassee

iDigBio Progress Updates

- **NSF Site Visit on April 4th:**
 - There is no need for TCN participation but we do need information from them. Please send David copies of the TCN annual reports that were sent to NSF.
 - In addition to the annual reports, we will use the minutes from these meetings to compile the iDigBio interim report to NSF.
- **New Web & Portal Design:**
 - The iDigBio website was redesigned for improved navigation and better look/feel. We welcome feedback.
 - The new portal has new features with integrated real data.
- **Working Groups:**
 - Working hard – with many workshops coming up.
- **TCN Reports:**
 - Need reports from all TCNs with the following information:
 - Progress in digitization efforts
 - Share best practices and standards
 - Identify gaps in digitization areas and technology
 - Report on collaborations with other TCNs, institutions, and organizations
 - Ideas for sustainability of the digitization efforts and the collaboration networks
 - Need the monthly TCN reports by the end of the week

- **TCN Sustainability:**
 - Deb & Barbara asked what strategy the TCNs should use to get continued funding for collecting data and collaborations with colleagues etc.
 - David relayed that Judy asked him the same question about sustainability after the project is over. David believes that ideas for sustainability should be included in the TCN reports.
 - Chris: These issues were addressed in the TCN proposals to NSF. Hopefully the momentum can continue.
 - Patrick: Mentioned the possibility of a consortium around this issue
 - Chris: We need to get infrastructure in place.
 - Barbara: Maybe we could establish an award or accreditation program – or some other way to qualify collections – to identify “good” collectors. This could also be helpful with future TCN grant-funding initiatives and lead to continued funding.
 - Rob: We will definitely be dependent on future grants to continue this work.
- **Data Ingestion (Joanna):**
 - Joanna: Is there a distinction between data for the TCNs vs. data for iDigBio? Chris answered that there should not be a difference because the assumption is that all the data will eventually be sent to iDigBio.
 - Need to address a question from NSF: “When will the data arrive at iDigBio?” She received specific dates from the TCNs. She asked that the TCNs let her know of any obstacles they encounter in the process and keep in communication. Toby mentioned that they can deliver data but are concerned that the unique IDs will change once delivered to iDigBio. David answered that “best practices” are being developed along with more explicit guidelines to help the TCNs. Joanna will soon be distributing a step-by-step guide.
- **TCN Wiki-Pages (Joanna):**
 - Need to update the research section on the wiki-pages. She still needs information from:
 - Invert-Net
 - Lichens/Fungi
 - Paleo-Niches
 - Toby commented that the TCN proposals that were submitted to NSF addressed digitization and NOT research specifically.
 - TCN map on the website: 134 TCNs/collaborators are mapped. Joanna needs each TCN to look at their wiki-pages and make sure all collaborating institutions are represented. Collaborators are listed for all states except South Carolina. Will someone list a collaborator in that state? The first to do so will get an iDigBio T-shirt!
- **TCN Reporting:**
 - Need feedback regarding free-form narration vs. developing a website form. Chris: Please include a category for “other” for instances where the provided choices don’t apply. David will add something about TCN sustainability on the online reporting form.
 - David will develop a form and send to the TCNs for review.

Other Issues:

- **Survey Update from Shari:**
 - She sent the survey to ~500 people yesterday. She asked that everyone encourage people to respond.
 - Goal of the survey is to get an evaluation of iDigBio for NSF.
 - Shari: Student insight is also important so please get them to respond if possible.
- **IT Update from Kevin:**

- iDigBio created a Drupal portal for SCAN to facilitate an internal network of users and make data accessible to the public. This technology is available to all of the other TCNs and they should contact Kevin for more information.
- Adobe Connect: We use this for the steering committee meetings etc. This collaboration software is available for use by the TCNs as well. Contact Kevin for help using/setting up Adobe Connect software.
- Kevin is available for assisting TCNs with editing wiki-pages and any other IT issues.
- **“Train-the-Trainers” Workshop Update from Deb:**
 - August 12-16, 2013
 - Those unable to attend last time will get 1st choice this time before slots are opened up to the rest of the community. Slots are reserved for new TCN attendees (2 each).
- **“Augmenting OCR” Workshop Update from Deb:**
 - The workflow has been created but she needs feedback.
 - Useful for any collection with images of labels.
 - Chris: This technology is not very useful for his institution because there is very little data on his specimen labels so entering the data is fairly simple.
 - New search function was created which should speed up the workflow and help organize data.
 - The program can create datasets but accuracy is about 70%. Therefore, a human is still needed to find and fix errors.
 - They are creating an algorithm that will organize the label data based on handwriting and language. The program auto-reads the labels in any language – then a separate program must be used to translate the information into English – the info can then be easily sent to colleagues electronically for verification.
 - Deb: How do we go forward with the Augmenting OCR work beyond the NSF funding?
 - Alex said they need “services” first, and then they could hopefully get graduate students etc. in the Computer Sciences department or another dept. to do the work. Are supplemental funds needed? Deb believes that once the software is in place it will be easy to extend its use.
 - Larry requested that Deb quickly write up her concerns in a concise paragraph to be included in his “Opportunities & Challenges” section of the report to NSF. No details are needed, just the general concept. Also include any other ideas or needs that require money. This paragraph is needed ASAP.

Adjourned at 2:00 PM