

Minutes for September 2013 Internal Advisory Committee Meeting

Date/Time:	September 11, 2013 1:00 - 3:00 PM Eastern
Attendees:	Kevin Love, Joanna McCaffrey, David Jennings, Oicenth Josephs, Reed Beaman
Remote Attendees:	Katja Seltmann, Corinna Gries, Robert Naczi, Chris Dietrich, Bruce Lieberman, Barbara Thiers, Patrick Sweeney, Neil Cobb, Dena Smith, Deb Paul, Andréa Matsunaga
Absent:	Chris Neefus, Michael Webster, Ed Gilbert, Cathy Bester, Shari Ellis, Gil Nelson, Renato Figueiredo, Toby Schuh, Larry Page
Meeting Location:	Building 105, Room 310
Recording:	http://idigbio.adobeconnect.com/p3uaf9nrw6g/
Action Items:	<ul style="list-style-type: none">▪ Reschedule November IAC meeting to October – Oicenth Josephs / David Jennings▪ Summit III Field Trip poll – David Jennings▪ Send travel information reminder for Summit III – Oicenth Josephs▪ Research poster mounting guidelines and forward to TCNs – Deb Paul▪ Long-term iDigBio calendar of events (supported or participating) to be made available – David Jennings

Announcements/ Discussion:

- **Welcome new 2013 TCNs**

(TCN) [Fossil Insect Collaborative: A Deep-Time Approach to Studying Diversification and Response to Environmental Change](#)

(TCN) [Developing a Centralized Digital Archive of Vouchered Animal Communication Signals](#)

(TCN) [The Macroalgal Herbarium Consortium: Accessing 150 Years of Specimen Data to Understand Changes in the Marine/Aquatic Environment](#)

- **Liaison to TCNs and Collections Community**

Joanna McCaffrey transitions into her new role as the dedicated liaison to TCNs and the Collections Community.

- **iDigBio Summit III**

[David Jennings] Still working the details for the Summit II agenda, we have received some good feedback from the TCN's about what they would like to see for the demo/ exhibit sessions at Summit III. [Joanna McCaffrey] Would there be an interest to attend a session on Data Ingestion at Summit? – Confirmed by attendees.

Posters: A couple people has still expressed interest in doing posters, for those who would like to do a poster, they can send the electronic file to Deb Paul for printing/ mounting so they will not need to travel with it. Note, the Aloft (venue for Summit III) will not allow us to stick items to the wall, maybe tri-fold posters or other forms that can be displayed on easels?

Most of the participants from the TCN's have confirmed they are attending and provided their travel information, a reminder will be sent to the few who still need to provide their information.

- **TCN progress reports to iDigBio:**

The bi-monthly TCN progress reports are due. Online form is available here: <https://www.idigbio.org/content/tcn-bi-monthly-progress-report-idigbio> Also, the minutes from previous meetings as well as the previous progress reports are available here: https://www.idigbio.org/wiki/index.php/Internal_Advisory_Committee

- **TCN progress report form**

[Joanna McCaffrey] Looking for feedback on the reporting form- is it a useful tool to the TCN's for their NSF reports?

Response: The form is not in the same format as the NSF report, so it's not a time saver there. However it is good to be able to see the numbers.

[David Jennings] The form is requesting the information that iDigBio needs to track for our report to the NSF per our cooperative agreement.

- **Demo on new TCN maps on iDigBio.org**

[David Jennings/ Joanna McCaffrey] Maps showing the TCN/ Collaborator maps now available online. Demo of navigation/functions. Please send feedback what functions you would like the maps to perform.

- **Reminder:** Please maintaining your TCN wiki pages, updating contributor lists, adding research statements, etc.: <https://www.idigbio.org/wiki/index.php/TCNs>

- **Education & Outreach**

Cathy Bester is the new iDigBio Education and Outreach Coordinator. She is working on new programs and is planning an Education and Outreach workshop in January 16-17, 2014. Please let her know about and E&O activities you are doing or contact her with questions / suggestions regarding education and outreach.

- **Collections registration / data ingestion**

[Joanna McCaffrey] There are more institutions submitting data than assumed. The process can be partially automated, but we will need additional information. Got some data from Alex Thompson, she will send the institution list to the TCN's for review, please let her know if anything is missing.

[Neil Cobb] If you let us know what you need, we can add it to our Symbiota entries.

Notes from Nature: Citizen Science and crowd sourcing. NFN needs dedicated support for cleanup.

[Dena Smith] Would like to figure out the resources needed to participate in Notes from Nature.

[Barbara Thiers] The New York Botanical Gardens was running a volunteer program, where they train incarcerated people to do the data entry. A limitation to crowd sourcing is that only basic data will be usable for the general public, information like Taxonomic names will not be included. Maybe if training workshops are provided it will improve the "grade" of the data.

[Katja Seltmann] We have been using another portal (Discover Life) for data entry – I will probably do a poster / demo for Summit III.

Anyone using/ has an interest in using voice input via Dragon Technology? There will be a demo of this at the upcoming Paleo Digitization Workshop (September 23-26) at Yale.

[Katja Seltmann] Could voice input be a Summit III topic? Susan Butts has experience and will be attending Summit.

[Patrick Sweeney] Would be nice to get feedback on the challenges/ success people are having with using this technology.

[Joanna McCaffrey] Seeking information of the estimated costs of digitizing – Can it be done?

[Katja Seltmann] Depends on what type of digitization is being done – cost will depend on if the data will be skeletal or detailed.

[Robert Naczi] The information would be useful to know but would vary greatly with each type of specimen.

Adjourn

Agenda for September 2013 Internal Advisory Committee Meeting

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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, Cathy Bester, Shari Ellis, Gil Nelson, Deb Paul, Andréa Matsunaga, Renato Figueiredo, Kevin Love, Larry Page, Joanna McCaffrey, David Jennings, Oicenth Josephs, Reed Beaman

Additional participation from TCNs 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).

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1:00 PM	<p>Announcements:</p> <ul style="list-style-type: none"> Welcome new TCNs Liaison to TCNs and Collections Community Reschedule November meeting to October iDigBio Summit III Upcoming & planned iDigBio sponsored meetings/workshops/events: <table border="1"> <thead> <tr> <th>Event</th> <th>Date</th> <th>Location</th> </tr> </thead> <tbody> <tr> <td>Invertebrate Imaging Workshop</td> <td>Sep 16-18, 2013</td> <td>Ann Arbor, MI (U-M)</td> </tr> <tr> <td>Paleo Digitization Workshop</td> <td>Sep 23-26, 2013</td> <td>New Haven, CT (Yale)</td> </tr> <tr> <td>Symposium at NEON Meeting</td> <td>Oct 1-2, 2013</td> <td>Gainesville, FL (UF)</td> </tr> <tr> <td>FLMNH ButterflyFest</td> <td>Oct 19-20, 2013</td> <td>Gainesville, FL (UF)</td> </tr> <tr> <td>TDWG 2013 - Symposia & Keynote</td> <td>Oct 27-31, 2013</td> <td>Florence, Italy</td> </tr> <tr> <td>UF Dept. Biology Seminar</td> <td>Nov 5, 2013 @ 3:30pm</td> <td>Gainesville, FL (UF)</td> </tr> <tr> <td>Summit III</td> <td>Nov 19-20, 2013</td> <td>Tallahassee, FL (FSU)</td> </tr> <tr> <td>Small Herbaria Workshop</td> <td>Dec 10-11, 2013</td> <td>Tallahassee, FL (FSU)</td> </tr> <tr> <td>Education & Outreach Workshop</td> <td>Jan 16-17, 2014</td> <td>Gainesville, FL (UF)</td> </tr> <tr> <td>Broadening Diversity Workshop</td> <td>Jan 2014</td> <td>TBD</td> </tr> <tr> <td>NAPC Symposium</td> <td>Feb 15-18, 2014</td> <td>Gainesville, FL (UF)</td> </tr> <tr> <td>Original Source Materials Workshop</td> <td>Mar 2014</td> <td>New Haven, CT (Yale)</td> </tr> <tr> <td>Digitization Process Workshop</td> <td>Mar 2014</td> <td>Hawaii (TBD)</td> </tr> <tr> <td>LEEF 2014 Conference</td> <td>March 21-23, 2014</td> <td>Ocala, FL</td> </tr> <tr> <td>FLMNH Earth Day</td> <td>Apr 19, 2014</td> <td>Gainesville, FL (UF)</td> </tr> <tr> <td>USA Science & Engineering Fair</td> <td>Apr 25-27, 2014</td> <td>Washington, D.C.</td> </tr> <tr> <td>Workshop at TORCH 2014</td> <td>May 2014</td> <td>TBD</td> </tr> <tr> <td>Natural History Collections Symposium</td> <td>May 5-6, 2014</td> <td>Gainesville, FL (UF)</td> </tr> </tbody> </table> 	Event	Date	Location	Invertebrate Imaging Workshop	Sep 16-18, 2013	Ann Arbor, MI (U-M)	Paleo Digitization Workshop	Sep 23-26, 2013	New Haven, CT (Yale)	Symposium at NEON Meeting	Oct 1-2, 2013	Gainesville, FL (UF)	FLMNH ButterflyFest	Oct 19-20, 2013	Gainesville, FL (UF)	TDWG 2013 - Symposia & Keynote	Oct 27-31, 2013	Florence, Italy	UF Dept. Biology Seminar	Nov 5, 2013 @ 3:30pm	Gainesville, FL (UF)	Summit III	Nov 19-20, 2013	Tallahassee, FL (FSU)	Small Herbaria Workshop	Dec 10-11, 2013	Tallahassee, FL (FSU)	Education & Outreach Workshop	Jan 16-17, 2014	Gainesville, FL (UF)	Broadening Diversity Workshop	Jan 2014	TBD	NAPC Symposium	Feb 15-18, 2014	Gainesville, FL (UF)	Original Source Materials Workshop	Mar 2014	New Haven, CT (Yale)	Digitization Process Workshop	Mar 2014	Hawaii (TBD)	LEEF 2014 Conference	March 21-23, 2014	Ocala, FL	FLMNH Earth Day	Apr 19, 2014	Gainesville, FL (UF)	USA Science & Engineering Fair	Apr 25-27, 2014	Washington, D.C.	Workshop at TORCH 2014	May 2014	TBD	Natural History Collections Symposium	May 5-6, 2014	Gainesville, FL (UF)	David
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