iDigBio, TCN and Digitization Project Monthly Standing Meeting
April 11, 2012, 1:00-3:00pm
Building 105, University of Florida

Onsite: Jason Grabon, Kevin Love, Alex Thompson, Cathy Bester
Remote: Toby Schuh, Andrea Matsunaga, Rob Naczi, Gil Nelson, Chris Dietrich, Corinna Gries, Deb Paul

Action Items

- **April 2012: ACIS will find out which data fields are of upmost importance to the paleo community**
- **May 2012: Jason is working on the iDigBio Implementation Plan**
- **April 2012: Jason is working on the EAB Meeting report, due to NSF.**
- **May 2012: Jason is working on the iDigBio Annual Report for NSF.**
- **May 2012: Deb is developing the georeferencing road map**
- **May 2012: Deb is working on an agenda for the crowdsourcing working group**
- **May –June 2012: Deb is working with Bryan Heidorn on the NLP/OCR working group and will send out invitations to potential members**
- **June 2012: Alex is working with ACIS on getting the initial minimum viable product online**

Minutes

iDigBio Strategic Project Summary
The iDigBio Implementation plan will be completed by mid-May. In addition, Jason is working on the EAB meeting report along with the iDigBio NSF Annual Report. The organization of upcoming workshops is ongoing.

Deb and Gil have submitted a paper to ZooKeys based on site visits to investigate digitization workflows. Deb is developing a georeferencing roadmap using feedback from the iDigBio IT Standards Workshop. She is also working on the crowdsourcing working group agenda and on the NLP/OCR working group with Bryan Heidorn. Gil is putting together workflows from their site visits for use as models. ACIS is currently working on condensing the results from the IT Standards Workshop. The plan is to get the initial minimum viable product online by the end of June. Work is also being done to complete pre-work documentation efforts. The iDigBio IT staff will engage the paleo community for feedback on data fields that they require during April's iDigBio paleo workshop. There are further questions regarding minimal requirements and quality; high-quality data sets intended to resolve specific scientific questions are expected from TCNs, and minimal requirements will serve to identify if a record from any provider is fit to answer a specific scientific question. Updates and expansions to the iDigBio web site have been ongoing.

InvertNet Strategic Project Summary (Chris):
InvertNet is hosting a workshop this coming weekend, final preparations are underway. They have submitted a manuscript for an upcoming special volume of ZooKeys which outlines approach, goals, and workflows with a mid-summer publication date.

North American Lichens & Bryophytes Strategic Project Summary (Corinna):
This TCN is integrating GEOlocate as their mass georeferencing tool. They will recruit volunteers at this coming weekend's Science Day on the UW campus through outreach efforts; variable skills will be needed with georeferencing based on what they are familiar with. They will soon be preparing volunteers on a national level and will need volunteer management. iDigBio will assist in the recruitment of volunteers when the TCN is ready to move forward. An abstract was submitted by this TCN to Botany 2012.

Gil Nelson stated that FSU's herbarium will start a georeferencing project that allows upload of record sets combined with recruitment of local knowledgeable people to georeference in their familiar areas/species. They can help set up protocols and use volunteers from throughout Florida from plant societies. The payback to the volunteers is having access to useful data.

Tri-Trophic Project Strategic Summary (Toby):
(AMNH) They have hired data entry staff who are now trained and capturing new data at AMNH. Museum visits have been made by Co-PIs on the project along with collection consultants and they have further improved organization and are fully prepared for digitization efforts. Training tools will be improved and data monitored. Work is being done on their annual NSF report. This TCN will be involved with the ESA Meeting.

Tri-Trophic Project Strategic Summary (Rob):
(NYBG) Katja now has the web site up and running along with newsfeed (http://tcn.amnh.org/). The staging of collections and curating is ongoing at the NYBG with imaging ongoing at 3 centers: Missouri, Michigan, and NYBG. An abstract was submitted by this TCN to Botany 2012.

iDigBio Upcoming Working Group & Workshop Overview
- Intellectual Property Policy (Gil Nelson) – Policy finalized and posted on iDigBio's website
- Working Groups from the IT Standards Workshop (R. Beaman)
- Small, targeted, follow-up Workshops regarding IT Standards and Specimen Portal technical specifications
- Authority File Working Group (G. Riccardi)
- Paleocollections Workshop (B. MacFadden) – April 27th through 28th
- iDigBio/S2I2 – Developing Robust Object to Image to Data Workflows Workshop (A. Neill) – May 30th through 31st
- Citizen Science/Crowdsourcing Working Group (A. Mast and T. Nash) – initiated February 2012
- Joint Citizen Science and Education and Outreach Workshop (A. Mast, B. MacFadden, T. Nash)
- Botany 2012 Symposium and Workshop (P. Soltis, A. Mast) – July 2012
- OCR/NLP Working Group (D. Paul) – to be initiated by July 2012 with broad industry participation
- Linked Data Workshop (P. Soltis, NESCent) – later in 2012
- Geo-Referencing Training Workshops

- Stakeholder Inclusion, Community Building and User Support Working Group
- Outreach and Education Working Group (B. MacFadden)
- Project Sustainability

Workshops/ Working Groups and/or other needs from iDigBio

Assistance is need with managing barcodes and labels. iDigBio is reaching out to publishing companies for input. Regarding labels, they need numbers that are in order, printed on sheets and cut apart by hand. Perforated labels with an automated system would be preferable. Labels vary in size depending on data available. RFIDs may be a good alternative to barcodes for newer collections. They fit on the head of a pin and don't need to be seen to be scanned. Chris is looking into this and will let us know what he learns, perhaps through a blog article.

iDigBio Summit 2012 – Need and Topics

Summit 2012 will be held in Nov 2012 or Dec 2012, topics will be determined based on this year's new TCNs and will encourage communication between the current and new TCNs. The community implementation plan will be completed by the time the Summit is held. NSF is engaging a third party resource to facilitate the development of the community implementation plan.

Open Discussion Regarding IT Standards Workshop

Work still remains to be done to document the challenges, resolution, and road map for future activities. Deb is working on a geoferencing road map for training materials and "train the trainer" workshop plans with defined documents to be posted on the iDigBio website. This fall iDigBio will have a "train the trainers" georeferencing workshop with approximately 20 participants, running approximately 5 days in length.