

Minutes of Internal Advisory Committee Meeting on September 6, 2017

Date/Time: Wednesday, September 6, 2017 – 2:00 PM Eastern

TCN Attendees:

LBCC	Corinna Gries	FIC	Talia Karim Lindsay Walker (PEN)
Paleoniches	Bruce Lieberman	GLI	Ken Cameron
EPICC	Erica Clites	SERNEC	Michael Denslow Alan Franck (PEN)
LepNet	Jennifer Zaspel	MiCC	Andrew Miller Rhianna Baldree Teresa Iturriaga
Cretaceous World	Bruce Lieberman Roger Burkhalter (PEN)	MAM	Anne Barber
SoRo	Phil Tonne Michaela Schull Erin Tripp Ryan Allen	oVert	Greg Watkins-Colwell David Blackburn

iDigBio Attendees:

Administration	David Jennings Cathy Bester	Digitization & Training	Deb Paul
Education & Outreach	Molly Phillips	Cyberinfrastructure	Renato Figueiredo Joanna McCaffrey
Research Use		Assessment & Evaluation	Shari Ellis

NSF Attendee: Roland Roberts

Meeting Location: Building 105 Room 310 and <http://idigbio.adobeconnect.com/iac/>

Recording: <http://idigbio.adobeconnect.com/pm5nfnwzmej/>

ACTION ITEMS:

- Molly would like new TCNs to send representatives to the E&O working group
- iDigBio is looking for research topics for the spotlight in the Newsletter, maybe write a blog on something interesting, contact Molly (mphillips@flmnh.ufl.edu)
- iDigBio newsletter subscription: <https://www.idigbio.org/newsletter-subscribe>

DISCUSSION TOPICS

New TCN/PEN introductions

- SoRo: Erin Tripp, lead PI and Ryan Allen, lead project manager managing overall workflow
- oVert: Greg Watkins-Colwell and David Blackburn, lead PI, kickoff meeting at the Summit
- Cretaceous World PEN: Roger Burkhalter
- SERNEC PEN: Michael Denslow noted that Alan Franck is lead on this PEN, adding two collections from South Florida for a total of 95 collections collaborating with the SERNEC TCN
- FIC PEN: Talia noted that Austin Hendy and Lindsay Walker are PEN PIs at the Natural History Museum of Los Angeles County

Existing TCN introductions/NSF introduction/iDigBio introductions

- IAC Meeting – standing meeting date 1st Wednesday of the month at this time, feel free to propose a different date and time as needed, one rep usually lead PI from each TCN, others are welcome to join.
- IAC report is a bimonthly report, which should be useful in completing your NSF reports. Reports are due at the bimonthly IAC meeting.
 - Online form: <https://www.idigbio.org/content/tcn-bi-monthly-progress-report-idigbio>
 - Report archive: https://www.idigbio.org/wiki/index.php/Internal_Advisory_Committee#TCN_Progress_Reports_to_iDigBio

TCN/PEN orientation (for newbies)

- Will include ADBC and iDigBio information, how to get data to iDigBio, promoting data standards, and much more including what is on our web site; might be a good reminder to others if they wish to sit in

Great Lakes Invasives TCN update by Ken Cameron:

- GLI passed the one million record mark in their data portal, far beyond their initial goals – currently under a no cost extension
- Ken was able to secure \$300,000 funding from the UW-Madison to bring together five collections across campus (they don't have a natural history museum) into a virtual museum platform; he will forward the press release to iDigBio for social media release

Webinars

- Deb Paul encouraged those not attending the Summit to join remotely via Adobe Connect
- 2018 upcoming webinars: Darwin Core Hour with Talia Karim on combining Paleo and Neontological data and associated challenges; Jennifer Zaspel, Barbara Thiers, and Nicole Gunther will be leading a webinar on digitization and E&O, working with incarcerated or recently released individuals.
- 2017 upcoming webinars: Next week the Milwaukee Public Museum (J Zaspel) will be hosting a webinar on their experience with outreach via WeDigBio from last year along with future plans
- Check the iDigBio calendar regularly: <https://www.idigbio.org/calendar>

Homework – things to share with the new TCNs

(to include tips for getting started with digitization, things you did not expect and how you addressed them, things that worked out well and things you would NOT do if you had to do it over again)

- Symbiota as a management tool has worked out very well, 1-stop shop, makes georeferencing easy – new TCNs should talk to people using systems like Symbiota (K Cameron); Symbiota was central to

entire digitization workflow, linked Symbiota to other tools (M Denslow); Symbiota is the only game in town, tremendous workflows and resources, primary institutional databases (A Miller – chair of the Symbiota working group)

- Symbiota working group is meeting on 9/11/2017 at 10am central, 11am eastern, join the meeting to learn more about Symbiota and to become part of the community; there is an iDigBio Symbiota list
 - More info: https://www.idigbio.org/wiki/index.php/Symbiota_Working_Group (A Miller)
- Don't be afraid to revise workflows, refine them... (T Karim)
- Happy with Specify, ask for assistance from other established TCNs, iDigBio, resources (B Lieberman)
- Annual report and expectations - think ahead to annual reports, IAC bimonthly reports may be useful (K Cameron)
- Available to help new TCNS/PENS based on experience with previous TCNs (R Allen)
- Use standardized forms for bimonthly IAC reports which will be helpful with annual reports, use jotforms or google forms (free); she shared form with the group (E Clites):
<https://form.jotform.us/72125469770158>

iDigBio/GBIF

- iDigBio will have a larger presence at GBIF meeting governing board, every other year they have a node meeting with node representatives to review 5 year plan and current initiatives – they are now focusing on getting data out of Africa and supporting conservation efforts. iDigBio will be in attendance to listen and learn. GBIF primarily works with the ecological community on research and data discoverability. The US Node Manager is Ben Wheeler with the USGS in Denver; Roland Roberts will be the head of the US Delegation to Helsinki.

Meeting Adjourned: 3:15 pm