Jan 28, 2013 2:10pm PT
BioEarth Steering Committee Meeting
Location: Sloan 146
Teleconferencing at 509-335-4700, Meeting ID 3232#
Steering Committee Members: Adam, Brady, Chung, Evans, Kruger, Lamb, Liu, Stockle,
Vaughan (all are welcome to attend)

<u>**Agenda**</u>:

1. Announcements:
   a. Steering Committee meetings: (Mondays 2pm)
      i. Jan 28, Feb 25 (will probably be cancelled), Mar 25, Apr 29, May 20,
         June 24
   b. Spring 2013 visits:
      i. Norm Whittelsey – feb 6 2pm
      ii. Ilkay Altintas (as a peer reviewer) – week of Mar 4?
      iii. Lejo Flores (Boise State) – Mar or Apr?
      iv. Joe Cook (UW) (for WISDM project) – Mar or Apr? same time as Yong, is
         this useful?
      v. Yong Chen (BioEarth Collaborator will be here on April 12. His seminar is
         at 3:30pm)
      vi. Others?
   c. "BioEarth Integration Topic Meetings". (Mondays 2pm)
      i. Feb 4, Mar 4, Apr 1, May 6, June 4
      ii. Ideas for topics? – scales/domains (Feb 4?) CropSyst (last stand-alone
         model presentation), Kepler demonstration, others?
   d. Bioearth stakeholder meetings – Feb 27-28 in Seattle
   e. Do we need to schedule a half-day workshop for Kepler applications? Do we
      need any other targeted workshops?
2. Discussion of agenda and planning for BioEarth All-Hand meeting – Feb 20 (see
   attachment on what we did for last all-hand meeting)

Based off of emails, seems like we can do two things: 1) having shorter presentations by
working group team leads focusing mainly on info needed by other groups (plus a VERY short
summary of progress to date) and 2) walk through model linkages and identify what needs to be
done to make these and when.

How do we want to handle meals?

- Team leads to prepare following things in advance:
  o List of 1) information needed by other groups to move forward (to be provided at
    all-hand meeting) and 2) items (e.g., data) needed by other groups over the next
    year, due dates, etc.. DUE BY FEB 8?
  o Respond to this, preparing presentations focused on providing this information,
    plus include a SHORT summary of progress to date in each presentation – send
    presentations to jenny by FEB 19

o   Update next 1-year (and long-term) milestones – send to jenny by FEB 19

Some e-mail discussion on this:

Dave-

Only if there is time, but other proposals that can leverage BioEarth. This would be a low priority.

Chad-

I concur with the idea of building the "to do list" of needs and linkages, with what can be provided by when. That's probably the best use of the brief time.

Brian-

Seems like you might start with an overview where things stand in terms of the overall project and the integration of various model pieces. Then you could go through each linkage and ask for input from the pertinent groups on what they need, what they can provide, and when this will happen. This might help develop an overall 'to do' list and schedule for the coming months so people leave having a better picture of what needs to happen in the next few months.

Jenny-

Hi Steering Committee,

I've talked to some of you individually or in some of your group meetings about this, but as we are coming up to completing year 2 of BioEarth and have had progress in many ways and are focusing more and more on project integration, I think we need to reconsider what to do with our All-Hand meetings from now on, starting with the one on Feb 20. This particular meeting is the less full version of our All-Hand meeting (no poster session) and we meet formally for only about 4.5 hours. What can we most effectively do with that time? Naomi Tague had an idea that I'd like to run by you and that is that we ask the groups well in advance (like now) to meet with their working groups and create a list of information that they would like to know or questions that they need answered that would enable them to better understand how to move forward on their pieces as well as to integrate into the rest of the project. Certainly we can do VERY short overviews of the research questions and progress to date per group, but the idea would be that most of them time would be spent going over the information that was requested. Thoughts on this? There's always the possibility of break-out discussions and what not but with a group of this size, those aren't terribly effective and they are best left for the Integration Topics (speaking of, Serena and I think that Feb 4 Integration topic would be best spent on discussing scales, domains, and bias correction; does this sound like a good idea, too?)

So if everybody agrees with this idea, would it be possible for you to have a few meetings with your groups and get me those lists of needed information or questions by Feb 6, so that the team leads have 2 weeks to compile answers and prepare by Feb 20?