

Meeting Minutes for	EPSCoR Management Team
Date:	February 17, 2010
Time:	10:00 am – 11:30 am (MST)
Conference Call In Information	Dial 505.814.7500, select option 5, then option 1. The conference id # is 55671 and the PIN is 1234.
Meeting Lead:	Mary Jo Daniel
Attendees:	Al Rango, Robert Parmenter, Todd Ringler, Sam Fernald, Karl Benedict, Anya Dozier-Enos, Janie Chermak, Edward Martinez, John Wilson, Jessica Sapunar-Jursich, William Michener
Topics	<ol style="list-style-type: none"> 1. Data collection for evaluation and annual report 2. LANL Graduate seminar course 3. Diversity committee and responding to NSF 4. Synthesis activities--follow up to All Hands Meeting 5. Communication: website needs and list serve 6. Innovative Working Groups 7. State Committee Meeting--5/3 Field Trip at VCNP 8. Updates

Announcements: (Bill Michener)

- Tri State Meeting announcement went out to Team Members. This year's meeting will take place April 6 – 8, near Lake Tahoe (Incline Village); encourage graduate students and post-docs to attend as well.
- Mary Jo Daniel is now the new Associate Director for NM EPSCoR.
- External Advisory Committee met in Albuquerque January 11-12, 2010 and part of their meeting was a field trip to Valles Caldera, led by Bob Parmenter. They also had a full day meeting with EPSCoR Staff and Post Docs, where they were introduced to the program and heard a science presentation by Amanda White. Several outcomes of this meeting - they will revisit in the Fall and we would like to have this in conjunction with the All Hands Meeting, which will include faculty and students. They would like to see more synthesis/integration of project components. One advisor, Elsa Bailey, stayed an extra day to consult with Jessica to discuss the Museum exhibit and related programming.
 - Al - there needs to be more synthesis in program. Inquired about Amanda presenting on Science with out consulting with folks at NMSU.
 - Bill – Amanda was at the All Hands Meeting and used these resources. There were break-out groups focused on synthesis at the AHM. EPSCoR office is still waiting for 2 group reports, which contain action items for follow-up. One synthesis product was the IWG submitted by Amanda.

Topic	Discussion
1.	Spreadsheet and narrative component to be sent out to component leads within the next 2 weeks by Kirk Minnick. The format and directions will be similar to the process used last year. It is important to review the information and contact Mary Jo if you have any questions and to return the required data by April 30, 2010.
2.	<p>Todd sent out an email with the Draft for the seminar. There are several questions that need to be addressed: (1) Is the course meeting our needs? (2) Will we have enough students enroll in the course?</p> <p>Recommendations:</p> <ul style="list-style-type: none"> ▪ John – Who is the appropriate target? The down side of this is that the course will compete with other courses. He feels that is could be a 2nd year grad level course. He has about 3 students who will probably take the course. ▪ Edward – At NMHU students are required to take a seminar class. If this course were used as the required seminar, 10 – 20 students would take the class. Another option is have this course be an “Advanced Special Topics Seminar”, and if this were the case, they would have about 10 students take the course, as it, too, will interfere with other required courses. ▪ Al – Have the pre-reqs changed since the last meeting? Todd, Yes, changes were made to “face reality” in what we are trying to accomplish. Al- then we would probably have 2 – 4 students, once a sponsoring department has been identified. ▪ Sam – We would have 2 – 10 students depending on how we market the course. Do you know if Advanced Special Topics transfer? ▪ John – Each institute needs to agree on the number of units (1 – 3) credits the course will be. Mary Jo stated that this issue of UNM is the need to guarantee enough students. She suggested that list

	<p>as a NM Tech course, each student registers as a Non-degree student and transfer the credits into their institution OR make it a “Special Topics Seminar” at each institution and the need to market the course.</p> <ul style="list-style-type: none"> ▪ Jane – Could this possibly be offered as an Independent Study? ▪ Todd – LANL has committed to the content in response to the state’s need. However, LANL does not get the sense of University needs. The Universities need to post/advertise the course, whether it be a Distant Ed component or an interactive piece. <ul style="list-style-type: none"> ○ NEEDS: <ul style="list-style-type: none"> ▪ Requires participation on University side ▪ Formalize commitment from faculty at all universities ▪ 1 or more planning meetings to “flush out” course (Action Item for MJD). ▪ Use the draft outline to sell course to each institution for sponsorship and get a feel for the number of students interested. ○ Issues <ul style="list-style-type: none"> ▪ Tuition cost ▪ Will course be transferable or non-transferable? Cross-university transfer may be raised at State Committee Meeting in May.
3.	<p>Bill – Our statistics shows that there is an increase in diversity of faculty at major research institutions. We have been working on developing a diversity plan and best practices and will present it to the State Committee this Spring and the Council of University Presidents in the Fall.</p> <p>The environmental scan on diverse faculty show the comparison with peer institutions, including AZ, CO and TX. New Mexico institutions (NMSU and UNM) show the most diverse amongst 15 of the 29 EPSCoR States.</p> <p>We are working on identifying “Best Practices” in faculty hiring at the department level and would like to run plan by committee at the next All Hands Meeting. Our focus and commitment is to enhance diversity in our IWG activities, Seed Grants and increase diversity opportunities.</p> <p>Bill asked if the leadership committee would like to see to plan now or later. Sam, stated that a large amount of people are involved in faculty hiring and we need to make sure that what we present is a “recommendation” from the NM EPSCoR Committee.</p>
4.	<p>This is an ongoing activity. How can we build connections with different components? Bill mentioned that the Hydro IWG submitted a proposal and received funding. He is still waiting for reports from Mike Pullin on Water Quality and Leanne DeMouche. Al stated that Mary Jo will receive Leanne’s notes by this Friday.</p>
5.	<p>Mary Jo – Communication is extremely important and improvements are being made through web site updates and notifications. Please send information and photos about activities to Mary Jo, especially from IWGs. Review the website and submit recommendations for improvements—also please send names and contact information for all EPSCoR supported grad students and post-docs.</p> <p>Soon you will receive an email asking you to join the NM EPSCoR listserv. Please confirm and ask your students and Post Docs to also join. We will be sending out information on the Tri State meeting and other events through the list.</p> <p>John stated that the SARA website was recently closed and wanted to see if we (Bill) could work with Paul Brooks at Univ of Arizona to see about transferring or mirroring their information to the NM EPSCoR website. Bill asked John to send him an email with the information (Paul’s contact info, data sets we are interested in, etc) and the three of them (Karl included) will call Paul and discuss.</p> <p>Sam – We need support on data set storage and access from community participates. Information can then be uploaded and access through a password.</p> <p>Karl – Identify interface as to available data, design and build a system.</p> <p>Bill – This is a follow up issue. We will have enough time in March to discuss? March meeting/call should include Sam, John, Joe, Todd, Karl and Bill. (Action Item for Karl)</p>
6.	<p>IWG submitted by Amanda White was funded as well as 2 others submitted to the Tri-State Consortium.</p>

7.	<p>Bob Parmenter talked about the upcoming May meeting at VCNP. The dates of the meeting are May 2 – 4, 2010.</p> <p>Sunday 5/2 - folks will arrive, some want to go fishing and then we will all have dinner (either at the facility or at a restaurant)</p> <p>Monday 5/3 – Field trip is planned and this is a time for faculty and students to participate in a “show and tell”. We will have breakfast at the facilities, sack lunches for those on the field trip and dinner that evening.</p> <p>Tuesday 5/4 is the State Committee Meeting (8:30 – 11:30). We will provide breakfast and lunch.</p> <p>The VCNP lodging can accommodate up to 50 people. There are 25 rooms with double beds, so we will need to know how many of you will be staying. The following people stated that they would be coming: Edward (2), Al / Sam (2), John / Amanda (2), Anya (1), Karl (1) Janie (?). Need to find out from other members who were not present on this call if they will be attending.</p> <p>Bob mentioned that maybe he should contact the CZO people to see if they would like to participate. Also, we need to identify how many vehicles are going to be needed.</p> <p>On a side note, for those who want to go fishing on Sunday, the cost is \$35 and we will need to make a reservation, especially if you want to fish on the San Antonio.</p>
8.	<p>Jessica – Public Program and Outreach efforts are well on their way. Earth Hour is scheduled for March 27th where they will be celebrating International Earth Hour (7 – 8 pm), they will host a Star Party and also a Climate Change Exhibit.</p> <p>Anya – Is the newest member and is with the Public Education Department, where she is the Coordinator for High School Redesign. She is from the Santa Clara Pueblo.</p> <p>Sam – There is an Interdisciplinary Modeling Course this coming July in Reno, NV, It is 3 weeks long, and students will receive 3 credit hours (60 hours of lab/class). It is funded by EPSCoR Tri State and cost is minimal. The course information is posted on the EPSCoR webpage and the deadline to register is March 31.</p> <p>Karl – Preparing material for the Track 2 for next week.</p> <p>Janie – Having fun with Power Sim</p> <p>Bill – Reminded everyone to utilize the IWG to share ideas and generate proposals or papers.</p>

ACTION ITEM	ASSIGNED TO	DATE DUE
Doodle for Fall Meeting and EAC Meeting	Bill M.	April 1
Doodle for Planning Meeting to discuss Graduate Course	Mary Jo	Feb. 19
John to send an email to Bill with SARA information and Paul's contact info.	John	ASAP
Data Collection for Evaluation and Annual Report	All	April 30
VCNP Field Trip <ul style="list-style-type: none"> ▪ Contact CZO folks ▪ Email photos of VCNP facilities to Team ▪ Finalize who will attend; invite grad students ▪ Contact Bob if you want to go fishing 	<ul style="list-style-type: none"> ▪ Bob ▪ MJ ▪ All ▪ All 	ASAP Feb. 19 March 5 March 5
Doodle for Follow up meeting in March to discuss Data collection and user interface	Karl	Feb. 19
Send names and contact information for all EPSCoR supported grad students and post docs to Mary Jo	All	ASAP