

PINEMAP Executive Committee Meeting

Thursday, July 19, 2012, 10-11 a.m. EDT

--MEETING MINUTES--

Participants in attendance:

Jessica Ireland	Ross Whetten
Tim Martin	Steve McNulty
Jim Gan	
Martha Monroe	
Randy Wynne	

2012 ANNUAL MEETING REPORT (JESSICA IRELAND)

- Jessica gave an overview presentation on the 2012 annual meeting evaluation report (which included meeting evaluation, project management/communication, and integrated team science).

ENHANCED PINEMAP COMMUNICATION RESOURCES (TIM MARTIN)

- We want to enhance communications within PINEMAP—we have identified some potential issues, and are proposing several communication initiatives to make work smoother and enhance integration:

1. Enhanced Within-Aim Communication

- Aim Leaders initiative(s) appropriate to their Aim to foster enhanced within-Aim communication (this will vary from Aim to Aim)
- Regularly scheduled meetings are a good place to start, especially for the larger Aims

2. PINEMAP Research Summaries for the web site and *PINEMAP Forecast*

- People want a better idea regarding scientific/research results.
- Research Summaries will be used to efficiently communicate the findings of PINEMAP research activities and results.
- They will be two pages and be written for a general but educated audience. They will be distributed internally as well as to partners and funders.
- While there may be reasons to combine findings from several studies, in general, each page will summarize one research study.
- They can be used as conference handouts; they may include much of the same information a poster contains.
- They introduce the research question and answer it with the findings.
- A citation of the publication will be added to each summary when it is available. A link to the PINEMAP website and a credit to funders will be included. The PINEMAP and the host institution logos should be in the header.
- The basic format of the summary will be similar to a research paper:

- A few sentences encapsulate the most important findings and connect them to the big picture.
- An introduction explains the problem or research question and a few key citations.
- A brief methods section enables readers to feel confident that the right variables were controlled and the data will be valid and reliable.
- Graphs and figures can accompany the results to visually portray the most important findings.
- A summary provides the “so what” and connects the findings to what people and Congress care about.

3. PINEMAP Internal Webinars

- Monthly webinars in the fall/spring:
 - 3rd Friday each month, noon eastern time:
August-Nov. 2012, skip Dec., start back up in Jan. 2013
 - Each Aim will be assigned a month and will be responsible for identifying a topic and speaker (Aim Leaders have broad latitude to decide what the topic should be). Proposed schedule:
August 17: Aim 6
Sept. 21: Aim 5
Oct. 19: Aim 4
Nov. 16: Aim 3
Jan. 18: Aim 2
Feb. 15: Aim 1
- Additional webinars (i.e. project-wide water cooler meetings, “integration Friday”)—we will look for opportunities, let folks volunteer topics/talks on an ad hoc basis.

Feedback/discussion:

- Steve—webinars are a good idea, have been well attended; completely agree that communication needs to improve.
- Martha—feedback will be helpful—let Aim Leaders know what topics would be most useful.
- Randy—need to consider issues related to open-source pubs.; if we call attention to pubs, in the end, some people reading them can’t access pub.
- Tim—this is a pertinent issue—let’s continue to think about this, keep this in mind and encourage open source.
- Jim—pursue special issues of open source journals.
- Tim—for additional webinars, we will look for opportunities, if folks have topics, we’ll put those on the docket on an ad hoc basis—see how it goes. We are trying to encourage and develop a culture, dependent on group dynamics.

ROUND ROBIN UPDATES (AIM LEADERS)

Aim 2 (Steve McNulty and Randy Wynne)

- Good 3-PG meeting in Charlotte—very productive
- We hired Evan Brooks (VT) as a postdoc, one of 10 onsite people for NASA Earth Systems and Modeling supercomputer workshop, he is there, that collaboration with NASA AMES is embodied within him

Aim 3 (Ross Whetten)

- Downloaded draft assembly of Pine Reference Genome Sequence (first draft); started to align sequencing data to reference genome and is going well; integration with reference genome sequence CAP proceeding.
- All 3 genetics group teams working on genotyping have material at sequencing servicing labs now. There should be considerable body of data to report on and analyze in annual report in December.

Aim 5 (Martha Monroe)

- Jessica and I working on planning grad course for Spring 2013.
- John Kidd and John Seiler coordinating intern program, placed 6 UG interns from 3 different universities in 3 different Aims at 3 different PINEMAP universities.
- PLT team developed 7 activities, pilot testing 3 this summer, 4 more in concept phase; sent invitation to grad students to assist with review and development.
- Grad students in each aim need to think about how they could use an UG next summer to collect/analyze data and help with activities, we have \$ for 12 interns, need to do better at having grad students think about how to use UG and better job at marketing program to get more UG applicants.

MEETING WRAP-UP (TIM MARTIN)

- You have a copy of the annual meeting report; if you have comments/feedback on report or the “Enhanced Communication Resources,” please let us know.
- We will roll out report and communication resources as a package to entire team in a couple of weeks.

NEXT EC MEETING: Thursday, August 16, 2012, 10-11 a.m. EDT