**LTER Education Committee Conference Call**

**December 6, 2017**

**3:00-4:00 pm EDT**

**Minutes**

1. Attendance

Jill Haukos (KNZ), Bess Caplan (BES), Marilyn Sigman (NGA), Sam Norlin (NCO), Marty Downs (NCO), Audrey Kruse (SEV), Amanda Morrison (ARC), Elena Sparrow (BON), Alan Berkowitz (BES), Kari O’Connell (AND), Janice McDonnell (PAL), Nick Oehm (FCE), Caitlin Potter (CDR), Alex Rose (NWT), Cari Paulenich (CCE), Annette Brickley (NES), Hayley Hatfield (KNZ)

1. Approve November minutes
	1. Minutes approved
2. New Business
	1. Network Communication Office – Marty Downs/Sam Norlin
		1. Marty:
			1. Getting new website online, hope to have ready to share by Dec 15.
			2. ASM: Making invitations to plenary speakers
			3. NCO: review with NSF in mid-January, will share information after review
			4. NSF Symposium: April 19, Theme is *Understanding our Ocean Connections,* working on media opportunities
			5. PI’s are assembling sexual harassment policies for each site
			6. Planning synthesis working group webinars for Spring, 1 hour each
			7. Fill out the Big Table Survey if you haven’t already!
	2. Network Updates
		1. EB Updates - Kari O’Connell
			1. Money is available to standing committees, working on process for using this money, continue discussion in January
		2. AGU, NARST, SABER attendance – Bess Caplan & Alan Berkowitz
			1. Those attending may informally gather, look for emails
		3. Proposals to ESA for education – Alan Berkowitz
		4. ASM and EOC’s role – Jill Haukos & Caitlin Potter
			1. Review notes for ASM meeting on google drive: <https://docs.google.com/document/d/1P4QQb6Sl26kfMYrWOp6Jw34T7mCbnOYpdG6D844mPmw/edit>
			2. Alan: Data Management subcommittee- contact him if you would like to be involved, needs 2-3 folks
			3. NGSS: Steve McGee is willing to co-lead a session
			4. Children’s Book Series curriculum development: Jill, Marilyn, Alex, Sam
			5. Art and Science: Nick leading effort, Jill, Marty, Kari interested
			6. Undergraduate:
			7. Assessment: may be incorporated into Undergraduate and NGSS sessions
			8. Some proposals will have EOC focus, others will have broader appeal
	3. Grant Updates/Announcements
		1. Alan: BES is writing renewal proposal. Interested in looking at EOC section from successful renewal proposals; particularly how do you talk about activities that are funded from core grant vs. other leveraged funding. Marty has gathered many past proposals. Will put on google folder, still thinking about how to put on website
	4. Site Updates/Announcements
3. EOC Meeting Schedule
	1. ~~January 3, 2018~~  January 10, 2018
	2. February 7, 2018
	3. March 7, 2018
	4. April 4, 2018
	5. May 2, 2018