**LTER Education Committee Conference Call**

**August 8th, 2019**

**3:00-4:00 pm EST**

**Minutes**

1. Attendance

Marty Downs (NCO), Sam Norlin (NCO), Cora Johnston (VCR), Pamela Snow (HFR), Bess Caplan (BES), Elizabeth Schultheis, Liz Duff (PIE), Sarah Garlick (HBR), Alan Berkowitz (BES), Kara Haas (KBS), Noelia Baez (LUQ), Stephanie Bestelmeyer (JRN), Cari Paulenich (CCE), Janice McDonnell (PAL), Kim Eichhorst (SEV), Jill Haukos (KNZ), Kari O’Connell (AND), Amanda Morrison (ARC)

1. Approve July minutes

Minutes approved

1. New Business
	1. NCO updates- Sam and Marty
		1. Response to Letter of Concern sent to EB (re: NCO Education position elimination)
			1. Frank and Diana discussed the Letter of Concern re: Sam’s departure with the Executive Board yesterday
			2. Marty will continue to attend the EOC meetings which will continue a connection with the LTER office
			3. Marty will be aided by an intern focused on education. The intern may/may not be on calls depending on their schedule
				1. Several members expressed a need for the intern to have education skills to best support projects
				2. Three people at NCO are involved in choosing the interns.
			4. Kristen and the intern will update the website but the committee will need to develop content and communicate about needed changes.
			5. Jen Cassell (sp?), at NCO, who normally works with the synthesis projects, has managed REUs herself and is interested in helping with the cross-site REU project.
		2. The NCO will be referred to as LTER Network Office (LNO) in the future.
		3. Request for synthesis proposals has gone out
			1. Went initially to the PIs and Exec. Boards at each site
			2. Expect to have a solicitation this year as well as next year.
		4. 40-year review first draft will go out to site PIs this week, will have about a month for them to respond
			1. Education committee document was not included in current form, may want to revise and highlight common threads that run between sites
			2. Want to get to NSF by Oct 1
	2. EOC updates- Cora
		1. Response to Letter of Concern sent to EB (re: NCO position elimination)
			1. Will discuss again when Caitlin and Annette are back, message regarding concerns about connection to network office was heard
			2. The PIs on the executive board were unaware of our concerns regarding the loss of the position
		2. Co-chair needed in coming months - please consider!
			1. Caitlin’s term is up in October. It is a great way to get to know everyone and what they are doing!
2. Focal Discussions
	1. Sarah Garlick- Public engagement with science
		1. Working on proposal for NSF Advancing Informal STEM Learning with several sites
		2. Define public engagement as intentional interactions between scientists, science communicators, with specific public audiences, interested in scaling up
		3. Want to develop a public engagement tracking software
		4. Have research side and practice side at 2 levels, network and site
		5. Network level: Research: Understand and track changes in behavior in scientists; Practice: Communications committee as robust community of practice
		6. Could work with 3-4 sites during 1st year
		7. Proposal is due in early November; Sarah will send out 1 page in the next several weeks and we can share with our sites and ask questions
3. Working Group and Site Updates/Announcements
	1. REU webinar: went well, would like to hold another in Sept so please forward REU students’ emails to Sam. Next webinar will be about grad school experience
	2. Would also like to do RET webinar- thinking of an evening event, looking for a minimum number before proceeding. If interested, let Sam and Bess know
	3. Book series: Jill and Sam are working on proposal for book series
	4. Sam transition: How can working groups keep Marty informed about progress? (IM committee uses Trello) (will continue discussions next month)
4. EOC Meeting Schedule- 1st **Thursdays**
	1. September 5th
	2. October 3rd
	3. November 7th