SEAC Meeting, November 9th, 2 pm EST

**1. Review meeting notes from Sept 10.**
 - Approved

**2. Current status of LTER 5A and B awards**
 - Jess has asked for an internal no cost extension for LTER 5a. Documents are prepared for subawardees
 - Award letter from LTER 5B is delayed due to issues with IGERT annual report
 - IGERT has separate reporting rules with require all students to answer followup questions. Two students did not do this which led to delays
 - Jess hopes to submit the report to DJA this week or early next week, but it must go through several rounds of required revisions before being approved
 - Definitely will not have the award letter by December 1st, but hoping for Jan 1st
 - Subaward letters are being prepared in advance to reduce further delays

**3. Discuss draft letter to Saran re: response to PO Comments**
 - Core issue is that we are not sure where we stand. Bob commented that we are going into the next proposal with the sense that we are still on probation.
 - Maria stated that Saran’s comments may be coming from a constructive place since she has background knowledge of the site that the reviewers did not. She also pointed out that addressing some of the comments regarding the modeling would require more money than LTER gives us
 - Mike suggested adding a more positive introduction and then directly addressing several key issues that Saran brought up as repeated problems (Page 2 of the review)
 - Jess believes that if there is a program-wide problem with discrepancies in reviews, it should be identified by the executive board and not by an individual site

**4. Discuss design of working groups, timing of key research activities for LTER 5B**
 - Historically working groups have been formed around habitat
 - Design of the working groups in 5B is meant to have one leader who is responsible for reporting to Jess/the MC
 - Cathy is currently listed as the head of hypothesis 6. She suggested Ford Ballantyne instead.
 - Another suggestion was made to combine hypothesis 6 with 3 and add Tom Mote and
Maria Uriarte
 - Mike proposed a “quantitative synthesis of long-term data” group to make sure that the long term data collection is being used
 - Bob proposed a group to revise the conceptual framework to use as a reference by all other groups

**5. Discuss January meeting, content and agenda** - The meeting will be held at El Verde
 - There will be a main working group in the conference room area with space in other areas for ad-hoc groups
 - Jess would like to discuss the conceptual framework first to help guide the rest of the meeting and then discuss quantitative analysis at the end of the meeting
 - Alan would also like to have time at the meeting to discuss a synthesis paper about the recent drought and what we learned, also would help with revising the stream drought experiment
 - Alan also suggested everyone send a one-page summary of drought results before the meeting so people can read them ahead of time

Mike suggested listing action items, so here they are!
**ACTION ITEMS**
 - Noelia, Alan, and Jess will work on connection with SEEDS, including inviting a local contact to the January meeting
 - Jess with finish the draft letter to Saran before Thanksgiving break
 - Jess will reorganize the working groups
 - The MC with finalize the January meeting agenda
 - Sarah will send out reminders to graph/summarize their long-term datasets in advance of the meeting
 - Nick will continue working on revising the bylaws
 - Nick and Jess will talk about a governance working group