

## NC-1182 Committee Meeting

September 26, 2014

### Minutes

Participants: David Benfield, Rhonda Miller, John Guretzky, Ken Coffey, Walt Schacht, Kim Cassida, Dirk Philipp

1. The meeting convened at 9:00 am CDT
2. David Benfield made remarks regarding the duties and accomplishments necessary for this meeting:
  - Elect secretary to compile meeting minutes, the 2014-reports and submit them.
  - Secretary will become Chair in 2015 and help organize meeting for that year.
3. David also explained attachments he sent to the group prior to the meeting:
  - NIFA budget that will not change substantially.
  - However, the current NIFA director tries to direct more money towards the foundational programs, from which the committee might profit through joint proposals and perhaps funding.
4. The group went on to discuss the selection of secretary and chair:
  - Rhonda Miller was nominated by Ken Coffey as secretary-elect assuming duties immediately after the 2015-meeting.
  - The selected secretary will become the committee chair the following year.
  - Thus, Rhonda will become committee chair for the 2016 meeting.
  - Dirk will be the secretary for the 2014-2015 period and will help organize the 2015-meeting.
  - General duties of a secretary include:
    - Take notes during the annual meetings and provide minutes to the committee afterwards.
    - Compile state reports within 60 days after the meeting and submit those to the NIMSS website (contact is Christina Hamilton, [chamilton@cals.wisc.edu](mailto:chamilton@cals.wisc.edu); Office: 608-262-2349, Cell: 484-716-7645)
  - General duties of the chair include:
    - Organize or help organize the annual meeting of that year
5. The group then discussed the compilation of the reports:
  - Ken suggested sending out the proposal objectives so members can write the reports according to them to facilitate the process.
  - It was noted that this needs to be based on the old project proposal.
  - Dirk will send out the proposal along with a template for the reports.
  - Dirk will submit the reports and work with Christina Hamilton should problems arise.
6. Dirk asked what could be done to increase participation and voiced concerns regarding not having a “critical mass” for proper committee functioning:
  - Walt responded and indicated that the number of state involved (6) is sufficient.
  - The committee agreed that we probably should contact all involved in the committee and ask them about their continued commitment.

- Dirk and Ken will follow up with participants, particularly with Oklahoma, Kentucky, and Wisconsin members.
7. John Guretzky suggested to develop multi-state experiments that reflect the proposal objectives but are less complex than some of the specific objectives lined out:
    - Group will communicate via email about possible joint projects that can be conducted at a relatively low cost and are still publishable.
  8. Next meeting:
    - John volunteered and invited the group to Nebraska for the 2015-meeting
    - Dirk will initiate a Doodle poll to determine the time of year for a meeting that works best for most participants.