

JISAO STAFF MEETING

Wednesday, May 9, 2007

Facilitator: Cara

Note taker: Joe

Present: Betsy, Cara, Fred, Joe, Marjorie, Mary, Meena

Annual report preparation and division of labor

Meena has sent out the progress report letters to all of the JISAO PIs and expects to receive 35+ reports no later than July 31. The letter includes a template for the PI to fill out.

There are 13 appendices to be completed by the administrative staff. These are due by July 15, except those that are related to publications. As there are continuing updates to the publications database, the publications appendices are due July 31.

The appendices are divided as follows:

1. Senior Fellows – Marjorie Reeves
2. Task I Events and Visitors – Marjorie Reeves (completed)
3. Task II personnel – Joe Greer
4. Task III UW PIs and Projects – Fred Averick
5. Projects by Task – Fred Averick
6. Publications Count – Betsy Blinks
7. Employee Count – Fred Averick and Joe Greer
8. Graduate Students – Fred Averick, Betsy Blinks, Meena Chopra and Mary Smith
9. Post-doctoral Research Associates – Marjorie Reeves
10. Awards and Honors – Marjorie Reeves
11. Publications – Betsy Blinks
12. Most Cited Publications – Betsy Blinks
13. Diversity and Outreach – Cara MariAnna

The executive summary includes sections that will be completed by Fred Averick, Meena Chopra, and Mary Smith.

Photos to be included in the report will be reviewed by Meena Chopra and Mary Smith.

Kudos to Fred

For outstanding duty in preparation of the proposal for next year's JISAO funding. This included many extra hours.

New budgets

Several new budgets are in process. They do not have numbers assigned yet. Among the new budgets are the four budgets that will replace the one Task II Fisheries budget. Also there are three new Task III budgets. Watch for issues related to purchasing and travel as some people are not covered the same way they used to be.

Picnic

Tom Ackerman will be bringing the cooler and beverages.

Friday GEAR UP event with NWFSC and UW fish collection

GEAR UP will have an event this Friday at the Fisheries Science Building. This event will include viewing of the UW fish collection and a chance to identify a number of frozen fish that will be brought in for the event. Most of the participants are from eastern Washington and entering 10th grade next year.

NOAA Science Camp

NOAA Science Camp is July 9-11 this year. There are opportunities available to help in the mornings from 10:00 -11:30am.

Other

Staff meeting schedule will resume as scheduled on July 11.