**IRIS Coordination Committee Report to IRIS Board of Directors**

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The IRIS Coordination Committee met for a full day on May 1, 2013 at IRIS HQ in Washington, DC for their semiannual face-to-face meeting. All project leads and standing committee chairs were in attendance in person, with the exception of Susan Beck (fieldwork). Each program provided a written report online the week before the meeting for CoCom to assimilate in preparation for the meeting, and presented a synopsis of the high-level points during the morning of the meeting. The afternoon was left primarily for discussion of topics arising from the reports and presentations.

The primary topics covered by CoCom included:

* Cross-program coordination of IRIS activities
* Spending plans to complete the 15-month award (ending September 30, 2013)
* Feedback from standing committees regarding revisions to the IRIS governance structure
* Issues requiring discussion by CoCom and/or the BoD
* Open discussion of IRIS activities with an emphasis on program coordination

Key issues to report to the Board are as follows, and will be discussed during the Board of Directors meeting on May 30, 2013:

**Cross-program Coordination:** The face-to-face CoCom meetings, combined with focused attention by programs to discuss issues internally, continues to reduce the “stovepipe” structure of IRIS programs. This trend continues to improve through a number of cross-program collaborations in a variety of activities, such as data quality control, workshops, and education and public outreach activities.

**Spending Plan:** As of the end of March, 60% through the 15 month spending period, IRIS has expended $7.9M of the $18.3M planned or 43%, as shown in the table below:



Going into the May 1 meeting, to complete the tasks identified in the Board-approved spending plan, end of the period spending was expected to be $1.1M below the total budget. Project leads were able to identify uses for funds projected to be available in their programs (largely additional needed equipment) to use all available funds. This approach is the basis for the projections in the table above.

After the May 1 meeting, the total funds available were reduced to reflect the 9% reduction in the last 3 months (~$278K) and other funding/spending plan differences (~$392K). This $670K difference was apportioned proportionately across program elements. Accordingly, current projections for spending are $670K higher than the total funding. In a follow-up call after the face-to-face meeting, programs identified ways to reduce their projected spending to converge to a zero variance at the end of the award. All programs agreed to these more modest plans.

Monthly tracking will continue to ensure that the pace of spending is appropriate. As a point of information, spending can continue for an extra three months without a no-cost extension due to a phase offset between official award start and when actual funding arrived at IRIS from the NSF.

**Governance:** Standing committees and CoCom discussed revisions to the IRIS governance structure. Anne Meltzer, the IRIS ad-hoc governance committee chair, was in attendance at the CoCom meeting as well. The common themes raised by programs include:

* No current standing committees should be demoted to a level where they do not have direct contact with CoCom and the BoD
* CoCom should not be the “last stop” for discussion; access to the BoD must continue
* Current CoCom approach (cross-program collaboration, budgets, open discussion, etc.) is working well
* Number of members for each SC should be flexible
* To improve two-way communication between BoD and programs, one BoD member should be assigned to each SC, including attending meetings (physically or virtually)
* (IS-specific): Need mechanism to provide governance at IS level
* (Portable-specific): Polar is an uncomfortable fit within PASC, need to find a better home for it
* (USArray-specific): Preparing for merged operations under new cooperative agreement (role/identity of “USArray” in new structure)
* (GSN-specific): USGS must remain a direct partner and have a seat at the table in the GSNSC

The proposed governance revisions to be discussed at the BoD meeting addresses the common themes of concern raised by the programs.

**Program-Specific Concerns:** The BoD should be aware of the following program-specific items; we will discuss some of these during the BoD meeting:

***Community Activities***

* 2013 Annual Report may be delayed
* IRIS [Impacts] At-a-Glance is a new publication, planned for production during 2013 3rd quarter

***IDS***

* New IDS program associate to be advertised
* Spending of Advanced Studies Institute spending was ~2X planned budget (not a major issue as savings were realized from hold on Sustainable Networks documentation project)
* Sustainable Networks documentation project on hold

***Data Services***

* Reduction in force planned affects some current tools that will be deprecated
* Concerned that resources are limited and not likely to get better to continue quality assurance efforts

***Education and Public Outreach***

* IRIS homepage redesign has an ongoing need for new images and new highlights
* Proposed changes in federal funding of STEM education
	+ NSF – undergraduate
	+ Dept. of Education – K12
	+ Smithsonian - informal
* EPO Standing Committee will be making recommendations to BoD for refocusing Educational Affiliate membership
* RFP for IRIS members to be released - active learning about seismology in introductory undergraduate classrooms

***ISM***

* Polar Services manager advertised

***GSN***

* USGS impact letter for hiring freeze waiver

***PASSCAL***

* Continued mishandling of instruments
* 20% of pool in repair status
* Unclear if Trimble’s acquisition of Reftek will reduce possibility of repairing PIC equipment
* RAMP does not currently have line-item funding; should develop a model in which RAMP is part of standard services (avoid the “unfunded mandate” temptation)
* BoD should confirm that PASC develop outline of uniform data services capabilities within SAGE budget; will require discussion with NSF at some point

***All programs***

* Change phasing of new chairs when selected outside current standing committee; allows for smoother transition between chairs