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the **GIEC** *Minutes*

SEP 2006

GIEC Meeting Minutes from September, 2006

Present: Carolyn, Xiuqin, Steve, Patrick, John, Dave, Kartik, Anastasia, Russ, Sergio (for Jim), Wanetta (for Andrea)

Absent: Gerard, Bidushi

1. Discussed Seppo's write up of our meeting with Suzy at the end of August regarding performance reviews and decided on minor edits before sending it out. See end of this message for that.
2. Overall response regarding the grants seminar was positive. People who wanted to know what the sheets meant got what they wanted to know.
3. Mentors for postdocs - John and Lisa agreed to act as mentors. Also Andy Boden at Morrisroe was recommended as an additional mentor for postdocs.
4. We discussed the upcoming Ombuds process flyer - everyone has gotten that now in their mailboxes and should be aware of how to resolve disputes.
5. SIM budget cuts from NASA likely to have little to no effect on IPAC. There is a larger impact at JPL but here no scientists, and a few technical positions are affected. George, Chaz et al. are working to try and re-absorb the cuts from MSC into other parts of IPAC.
6. Office supplies - if you can't find something in KS - ask Niles. You can also ask for something to be ordered via Roseanne.
7. We discussed the new work week format being adopted at JPL - both pro and con opinions were voiced. At JPL next week they are planning on going to 9 hrs a day with every other Friday off schedule in 2007. Management here is considering it so people should let them, or their reps know how they feel about this possible change.
8. There was some discussion of creating a check list for the traveller - esp. for those travelling abroad and on JPL money. One example of "must do this" was the foreign security briefing email that needs to be replied to by the traveller. We encouraged everyone to remind people travelling abroad about this and other items. Will revisit next time.

9. We would like one more representative from Morrisroe on the GIEC - now that Dave F. is there perhaps he could continue on?

10. Palomar trip proposal mentioned by Steve Schurr - he and Xiuqin (as a backup person) are going to look into whether we can get an organized trip to Palomar.

11. Kartik encourage everyone to try and contact their constituents once before the next meeting using a method not tried before.

12. We were going to put together a GIEC update for the GISS but subsequently decided against it.