# Agenda review camp

# Monday, July 26<sup>th</sup> 2010 (1.00 pm – 6.00 pm)

| Time        | Agenda  | Facilitator    | Location      |
|-------------|---|----------------|---------------|
| 9-11.30 am  | Option for NREL Tour in Golden – only people that are     |                | Golden        |
|             | signed up can go because of security issues (meeting      |                |               |
|             | at 8.15 am in hotel lobby of Boulder Inn)                 |                |               |
| 10.00-      | PI group meeting  |                |               |
| 12.00       |   |                | Fellows Room  |
|             |   |                | (Ekeley S274) |
| 12.30 -1.00 | Briefing of facilitators                                  | Susan Buhr     | Fellows Room  |
| 1.00-1.30   | Welcome notes and short introduction of each              | Tamara Ledley, | Fellows Room  |
|             | participant (plenary)                                     | Susan Buhr,    |               |
|             |   | Mark McCaffrey |               |
| 1.30-1.45   | Brief intro to procedure of workshop plus                 | Anne Gold      | Fellows Room  |
|             | presentation of one high quality activity to define       |                |               |
|             | measure bar (plenary)                                     |                |               |
| 1.45-2.00   | Setting group expectations (plenary)                      | Susan Buhr     | Fellows Room  |
| 2.00        | Coffee is available – no break yet                        |                | Fellows Room  |
| 2.00-3.30   | Review session 1-1 (breakout groups)                      |                | Breakout      |
|             |   |                | group rooms   |
| 3.30-3.45   | Coffee break  |                | Fellows Room  |
| 3:45-4.15   | Feedback from first round, discussion of problems         | Tamara Ledley  | Fellows Room  |
|             | (plenary)   |                |               |
| 4.15-5.00   | Review session 1-2 (breakout groups)                      |                | Breakout      |
|             |   |                | group rooms   |
| 5.00 - 5.30 | Finalizing annotations for reviews of the day             |                | Breakout      |
|             | (breakout groups)   |                | group rooms   |
| 5.30-6.00   | Debriefing for everyone and completion of 1 <sup>st</sup> | Susan Buhr,    | Fellows Room  |
|             | evaluation survey (plenary)                               | Susan Lynds    |               |
| 6.15        | Minivans will be ready to transport people directly to    |                |               |
|             | Chautauqua Dining Hall (no stop at hotel)                 |                |               |
| 6.30        | Arriving at Chautauqua Dining Hall – drinks (cash bar)    |                |               |
| 7.00        | Buffet dinner starts                                      |                |               |
| 8.00        | PI and facilitator meeting review of first day            |                |               |

Total review time (Monday): 135 min (2 1/4 hrs) Total time for annotations (Monday): 30 min (1/2 hr) Total discussion time (Monday): 60 min (1 hr)

Other time (Monday): 60 min (1 hr)

# Tuesday, July 27<sup>th</sup> 2010 (8.00 am – 6.00 pm)

| Time        | Agenda   | Facilitator    | Rooms          |
|-------------|--|----------------|----------------|
| 7.30-8.00   | PI and facilitator meeting                                   |                | Fellows Room   |
| 8.00-8.30   | Overview of and setting expectations for 2 <sup>nd</sup> day | Tamara, Susan  | Fellows Room   |
|             | (plenary)  | Buhr           |                |
| 8.30-10.30  | Review session 2-1 (breakout groups)                         |                | Breakout group |
|             |  |                | rooms          |
| 10.30-10.45 | Coffee break   |                | Fellows Room   |
| 10.45-12.00 | Review session 2-2 (breakout groups)                         |                | Breakout group |
|             |  |                | rooms          |
| 12.00-12.45 | Lunch  |                | Fellows Room   |
| 12.45-1.15  | Feedback and time for discussion (plenary)                   | Anne Gold      | Fellows Room   |
| 1.15-2.00   | Presentations on alignment of Essential Principles           | Ted Willard,   | Fellows Room   |
|             | and CLEAN resources with Benchmarks of                       | Bora Simmons   |                |
|             | Scientific Literacy and Guidelines for Excellence,           |                |                |
|             | and on the strandmaps (plenary)                              |                |                |
| 2.00 – 2.30 | Feedback and time for discussion (plenary)                   | Mark McCaffrey | Fellows Room   |
| 2.00        | Coffee is available – no break yet                           |                | Fellows Room   |
| 2.30-3.45   | Review session 2-3 (breakout groups)                         |                | Breakout group |
|             |  |                | rooms          |
| 3.45-4.00   | Coffee break   |                | Fellows Room   |
| 4.00-5.15   | Review session 2-4 (breakout groups)                         |                | Breakout group |
|             |  |                | rooms          |
| 5.15 – 5.45 | Finalizing annotations for reviews of the day                |                | Breakout group |
|             | (breakout groups)  |                | rooms          |
| 5.45 – 6.00 | Debriefing for everyone and completion of 2 <sup>nd</sup>    | Susan Buhr,    | Fellows Room   |
|             | evaluation survey (plenary)                                  | Susan Lynds    |                |
| 6.15 - 6.45 | PI and facilitator review of second day                      |                | Fellows Room   |

Total review time (Tuesday): 345 min (5 3/4 hrs)
Total discussion time (Tuesday): 30 min (1/2 hr)
Total time for annotations (Tuesday): 30 min (1/2 hr)

Other time (Tuesday): 195 min (~3.5 hrs)

### Wednesday, July 28<sup>th</sup> 2010 (8.00-5.30 pm)

| Time        | Agenda   | Facilitator   | Rooms           |
|-------------|--|---------------|-----------------|
| 7.30-8.00   | PI/Facilitator Meeting to prepare day                        |               | Fellows Room    |
| 8.00-8.15   | Overview of and setting expectations for 3 <sup>rd</sup> day | Tamara Ledley | Fellows Room    |
|             | (plenary)  |               |                 |
| 8.15-10.30  | Review session 3-1 (breakout groups)                         |               | Breakout groups |
| 10.30-10.45 | Coffee break   |               | Fellows Room    |
| 10.45-      | Discussion of CLEAN Pathway Portal mockup                    | Sean Fox      | Fellows Room    |
| 11.15       | (plenary)  |               |                 |
| 11.15-12.30 | Review session 3-2 (breakout groups)                         |               | Breakout group  |
|             |  |               | rooms           |
| 12.30-1.15  | Lunch  |               | Fellows Room    |
| 1.15-2.00   | Discussion on vocabulary framework and testing               | Karin Kirk    | Fellows Room    |
|             | framework on a few activities (plenary)                      |               |                 |
| 2.00        | Coffee is available – no break yet                           |               | Fellows Room    |
| 2.00-3.45   | Review session 3-3 (breakout groups)                         |               | Breakout group  |
|             |  |               | rooms           |
| 3.45-4.00   | Coffee break   |               | Fellows Room    |
| 4.00-4.30   | Finalizing annotations for reviews of the day                |               | Breakout group  |
|             | (breakout groups)  |               | rooms           |
| 4.30-5.00   | Feedback on review camp, Outlook, final survey               | Susan Buhr,   | Fellows Room    |
|             | (plenary)  | Susan Lynds   |                 |
| 5.00-5.30   | Grande Finale (plenary)                                      | Tamara        | Fellows Room    |
|             |  | Ledley, Susan |                 |
|             |  | Buhr, Mark    |                 |
|             |  | McCaffrey,    |                 |
|             |  | Anne Gold     |                 |
| 5.30 - 6.00 | PI and facilitator review of last day                        |               |                 |

Total review time (Wednesday): 315 min (~5.5 hrs)

Total discussion time (Wednesday): 75 min (1 1/4 hrs)

Total time for annotations (Wednesday): 30 min (1/2 hr)

Other time (Wednesday): 90 min (~1.30 hrs)

### Time track overall review camp:

Total review time (review camp): 795 min (~13 hrs)

Total discussion time (review camp): 165 min (~3 hrs)

Other time for annotation (review camp): 90 min (1.5 hrs)