

S E D A R**SouthEast Data, Assessment, and Review**

South Atlantic Fishery Management Council
 Gulf of Mexico Fishery Management Council
 Caribbean Fishery Management Council
 NOAA Fisheries
 Atlantic States Marine Fisheries Commission
 Gulf States Marine Fisheries Commission

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SEDAR 24 Data Workshop Daily Schedule**Workshop Location**

Francis Marion Hotel, 387 King Street, Charleston, SC 29403

Workshop Duration

Monday May 24 beginning at 1:00pm until Friday May 28, with adjournment at noon

General Daily Schedule

Mornings (Tu-F) 8:00am - 12:00nn
 Afternoons (M-Th) 1:30pm - 6:00pm
 Evening sessions may be held.

This schedule is tentative and provides the general sequence of events. Specific session start times and end times given below will be followed to the extent possible. Timing of plenary sessions, workgroup sessions, and discussions topics will be driven by progress.

Workshop Goals - In response to the Data Workshop Terms of Reference the Panel will:

1. compile life history information, abundance indices, and catch statistics;
2. evaluate and critique available datasets;
3. critique submitted working papers;
4. develop recommendations for data use for assessment analyses;
5. produce a spreadsheet of data for assessment modeling;
6. develop research recommendations; and
7. prepare a first draft of the Data Workshop report.

Potential Issues

1. ageing, use of age composition information
2. stratification of catches and biological data
3. catch statistics, assumptions and adjustments
4. historical catch statistics, increase time series
5. species misidentification, catch misreporting, aggregate effects
6. sector discard estimates, bio-characterization, and mortality rates
7. life history parameters
8. appropriate indices and calculation methods

Daily Overview

The following tasks are to be completed during workgroup and plenary sessions. Generally workgroups will develop, compile, and qualify materials for the assessment and will draft Data Workshop (DW) report components and replies to Terms of Reference (ToR). The full panel in plenary sessions will confirm tasks assigned to workgroups and will receive workgroup progress reports to discuss and adopt workgroup products throughout the week.

“Public participation during SEDAR workshops is handled similar to current Council technical and committee meetings, in that no formal period of public testimony is scheduled. Instead, the Chair is free to call on the public for comment as necessary and appropriate during workshop deliberations. Written public comment should be submitted in accordance with the guidelines of the host Council.”

Monday May 24**Plenary 1:00pm – 1:45pm**

1. Roll call and DW participants self-introductions
2. Coordinator overview of SEDAR process & DW specifics; refer to Participants Guide.
3. SEDAR FTP site as the workshop server; document availability; refer to guidance.
4. Data Compiler explains the data workbook process and goals; refer to guidance.
5. Confirm DW Report, TOR, working paper assignments; refer to assignments.

Workgroups 1:45pm – 6:00pm

1. Discuss each assigned ToR, and assign member writing responsibilities for replies.
2. Leaders lead reviews of reference documents as needed.
3. Leaders assign each working paper for individual critique and written statement of applicability.
4. Begin to develop, compile, and qualify each available data set and to identify and discuss data issues.

- Homework**
1. Plan your TOR writing assignments.
 2. Review reference documents as need.
 3. Critique assigned working papers.

Daily Goals Workgroups review assigned TORS and available datasets and working papers, and draft a list of critical topics and issues noting what’s needed to address them. They develop a prioritized plan for addressing the TORs, topics, and issues within the allotted time.

Tuesday May 25**Workgroups 8:00am - 10:00am**

1. Develop, compile, and qualify data sets. Continue to identify and resolve data issues.
2. Draft statement of discussion, issues, and anticipated use of each data set.
3. Continue to discuss assigned TORs and draft replies.
4. Assign rapporteur and individual writing tasks on all DW report components.

Plenary 10:00am - 12:00nn

1. Workgroup leaders lay out group work plans, which relate datasets and other information available, issues identified, decisions to be made, and plans to address each.
2. Full panel identifies related and added issues and offers approaches to issue resolution.
3. Approve daily schedule as workshop guidance.

Workgroups 1:30pm - 6:00pm

1. Continue to develop, compile, and qualify data sets and to resolve data issues.
2. Document anticipated use of each data set and issues.
3. Continue to discuss assigned TORs and draft replies.
4. Critique working papers.
5. Review rapporteur notes and assign added individual writing tasks on DW report components. Prepare draft and final components as progress allows.

Homework Work on TOR and DW report component drafting assignments.

Daily Goals Workgroups review all documents and datasets and begin evaluation of data issues. They gain a clear view of tasks to address and of the resources and approaches needed to accomplish them. Workgroups begin replies to ToR and workshop report drafts and inform the panel on the status of documents, data sets, documentation, and issues.

Wednesday May 26**Plenary 8:00am – 10:00am**

1. Findings and recommendations pertaining to discard mortality rates are presented.
2. Panel discussion

Workgroups 10:00am - 3:00pm

1. Continue to develop and document data sets. Identify and resolve data issues. Note unresolved issues.
2. Develop recommendations on use of each data set.
3. Discuss application of discard mortality recommendations.

Plenary 3:00pm - 6:00pm

1. Find consensus recommendations on use of discard mortality rates.
2. Resolve and document workgroup data issues through consensus.
3. Receive workgroup data use recommendations and reach consensus on each.
4. Advance data sets to Data Compiler.

Homework Work on drafting assignments.

Daily Goals Workgroups address critical issues and begin compiling datasets, documentation and report text. Panel reaches consensus on discard mortality rates.

Thursday May 27**Workgroups 8:00am - 10:00am**

1. Review rapporteur notes.
2. Continue to develop and document data sets. Resolve data issues.
3. Develop recommendations on use of each data set.
4. Complete discussion on TORs, and place draft replies on server for panel review.
5. Complete drafts of research recommendations.

Plenary 10:00am - 12:00nn

1. Receive workgroup reports on progress
2. Discuss unresolved issues.
3. Discuss data recommendations of workgroups. Adopt or reject each with consensus.
4. Advance data sets to Data Compiler.
5. Review and critique replies to ToR and other DW report components.

Workgroup 1:30 - 4:00

1. Continue to develop and document data sets and recommendations.
2. Place draft report components on the server for panel review.

Plenary 4:00 - 6:00

1. Receive workgroup reports on progress
2. Discuss unresolved issues.
3. Discuss data recommendations of workgroups. Adopt or reject each with consensus.
4. Advance data sets to Data Compiler.
5. Review and critique replies to ToR and other DW report components.

- Homework**
1. Review DW report components and recommendations distributed during plenary.
 2. Work on report components and other writing assignments.

Daily Goals Workgroups draft proposed recommendations on use of documented data sets. Resolve final data issues. Replies to TORs are drafted and available for plenary review.

Friday May 28**Workgroups 8:00am - 9:00am**

1. Ensure workgroup report components are up-to-date and on workshop server.
2. Ensure approved datasets are complete and available in the data workbook.
3. Finalize workgroup research recommendations for review and approval in plenary.
4. Rapporteurs ensure post-DW task list entries are prepared for plenary action.

Plenary 9:00am - 12:00nn

1. Review data use recommendations and ensure consensus.
2. Finalize panel research recommendations.
3. Conduct final review of report components; identify unfinished writing assignments.
4. Rapporteurs present post-DW tasks; Panel adopts compiled task list.
5. Adjournment

- Homework**
1. Perform tasks on post-DW task list.
 2. Comply with remainder of the SEDAR 24 Project Schedule.

Daily Goals The Panel reaches consensus on data recommendation. The DW report is in draft form, post-workshop tasks are accepted, and research recommendations are compiled.