

ISB Executive Committee Meeting

Agenda for Feb 14, 2019

Agenda (by N. Vasilevsky)

Attendees: Cookie, Andrew, Sandra, Mary Ann, Jane, Nicole, Sylvain, Frederic

Regrets: Pete, Rama

For discussion

1. ISB 2019 meeting - Cambridge (Sandra and Pete)

- Dinner at Downing College on Tuesday night, register here:
<https://www.biocuration2019.org/conference-dinner> - registration is part of main registration process
- Awards were announced. Open action items:
 - Need to purchase a gift
- Travel Awards - Committee: Sandra, Frederic, Pete (Chair)
 - Any action required on our part?
- EC members to staff a table at the conference - anything we need to do to prepare?
 - AI: Nicole - Set up a schedule for us each to staff the table
- Will we do an EC dinner in Cambridge? Yes, Monday night. Sandra will inquire about restaurants
- Sandra will prepare slides with annual overview at the conference
 - After the meeting, share the slides or prepare some kind of report
- I've had feedback that it would be useful (for arranging transport etc.) to have the full programme available sooner, especially what the workshops are on Sunday 7th. (MA Tuli) - should be announced on Monday
 - For future conferences, should the ISB take more of a role in handling the paper reviews for Database? There have been issues with people submitting papers to Database and the papers not being reviewed in time to be considered for a long talk in the program
 - Could we review each other's papers?
 - Talk to Mike Cherry about ways to streamline this process in the future
- So far, about 250 have registered, not everyone has paid yet, the deadline hasn't passed yet

2. Goals for 2019

- Increase membership - *follow up from previous meeting*:
 - Follow up with people who lapsed - Sandra will ask Ceci
 - Frederic noted that people he knows became members to get reduced conference fees
 - Ideas:
 - Organize additional workshops? Offer discounts?
 - Ask other conferences if they would give discounted rates for ISB members

- ICBO - AI: Nicole ask Bill and Alex about discount for ISB membership
- BC2 conference in Switzerland - AI: Frederic will ask about a discount for ISB members
- Could add an “affiliated conferences tab” to the website
- ISB members could apply for travel funding/funded by ISB?
- Jane was to come up with a proposal for new membership fee structure for companies under a certain size
 - Two rates - one for small companies under 250 people (similar to academic rate), or non-profit, one for large companies
- Nicole: Suggestion- incentivize members to recruit <https://www.mindmeister.com/1207043217?t=HFg7q2tvuQ#> it new members, see <https://www.iscb.org/member-get-a-member>
 - AI: email executive.office@iscb.org and ask them how well it is working
- AI from last meeting - Sandra could talk to HR at Cambridge about any tips and suggestions for job-hunting and networking tips
No response so far - have just chased up (Tuesday)

3. Updates/action items from subcommittees:

- IT infrastructure (Andrew, Pete, Rama, Nicole)
 - ISB Website: The web committee met and we’re working on new suggested changes to the website, see here: <http://biocuration.staging.wpengine.com/>
 - Also review the mess that Andrew created
 - AI: <https://www.mindmeister.com/1207043217?t=HFg7q2tvuQ#>
 - AI: gather feedback from other community members, after we’ve had a chance to review it
 - AI: move microgrants and fellowships under membership
 - AI: Create a google doc for feedback
 - AI: Nicole- create draft of update membership benefits
 - Text currently says: by voting on society proceedings and actions. Does this happen? - AI: Nicole - delete from website for now
 - Add members list to website?
 - Website committee is supposed to investigate this - we would want to include their name and ORCID. We’d want to allow people to opt in when they renew their membership.
 - Sandra will ask folks at EBI about this
- Training Committee (Nicole, Pete, Mary Ann)
 - No updates/action items
- Outreach and Communication (Nicole, Pete, Mary Ann, Sandra, Jane)
 - Nicole and Mary Ann are working on Q2 newsletter

- Note: Fiona has become unresponsive to email, she is supposed to be the Outreach officer (Nicole - I also sent her a message via LinkedIn)
- Outreach survey - aim to present results at ISB conference. Survey was sent out
 - Members:
 - <https://docs.google.com/forms/d/1wawIT54Ysxt2INatN5IU30KNCLw1zleay1qb7TQC8Zg/edit>
 - Non-members:
 - <https://docs.google.com/forms/d/1TUccYNaTqvfiMN9Jw9FteBcPnqxcUOoVrAoJg1N-BTU/edit>
 - AI: Nicole: Follow up with Pete to tweet about survey
 - AI: Nicole: send reminder
- LinkedIn group - all the owners/managers are no longer part of the EC. We should add someone from the EC to that group, and we should add some content there. <https://www.linkedin.com/groups/1851280/>
 - AI: Nicole: add content about conference
- Conference coordination committee (Sandra, Andrew, Jane)
 - Australasia - we should send out a call to host 2021
 - AI: Sandra - send out formal notification for call for 2021
 - AI: Sandra- ask Jax folks if they will provide a slide about Jax 2020
 - 2018 shanghai attendees:
 - <https://docs.google.com/spreadsheets/d/1tfuoxidHMQn6RcC-ruLt8bK-B449VEqAGNECP120vc/edit>
 - Draft email:
 - <https://docs.google.com/document/d/19Sn4CyqZPPMZgng1N4XE P9Pv7XuczSSR4UY2yMkwWTc/edit>
 - AI: Andrew: send out formal call to some folks from Shanghai conference

4. REMINDERS:

- Enter data with respect to conference / meeting attendance and populate the [spreadsheet](#)
- Twitter- ping Pete about any communications that should go out via Twitter
- Newsletter - send any newsletter content to Nicole - next newsletter will go out in March 2019
- Increasing awareness of the field of biocuration by promoting the field to career development offices at universities/degree programs.
 - AI: Sandra will look and see if she can find a list of career offices - in progress
 - <https://www.aqcas.org.uk/> in the UK
 - There is an annual global summit conference (<https://gcssummit.org/>), contacting the organizers may be helpful (<https://gcssummit.org/organising-team-2019/>)

AI: Frederic: Contact the global summit conference organizers and see if we can promote ISB

Draft email to send to career offices:

Hello!

We are contacting you from the International Society for Biocuration (ISB). We are aiming to promote the field of biocuration to the scientific community and hope that you would be able to share this information with any relevant parties at your institution.

Biocuration is defined as the extraction of knowledge from unstructured biological data into a structured, computable form. Biocurators come from many backgrounds including biologists, bioinformaticians, computer scientists, application developers, system administrators, etc. The ISB is a professional society that aims to promote our field and promote synergies and collaborations amongst biocurators.

We have a wealth of information on our website (<https://www.biocuration.org/>) about the field of biocuration, and would welcome any inquiries from students, scientists or people with other backgrounds who are looking to transition into this field.

In addition, the ISB community published a recent paper that describes more about the profession:

<https://journals.plos.org/plosbiology/article?id=10.1371/journal.pbio.2002846>

Please feel free to contact us should you have any questions.

Best,

ISB

5. Future agenda items, or FYI/no discussion needed:

- ISB 2020 meeting will be at Jax - Cindy Smith is contact person
- Flyer for ISB available - ask Sandra
- FYI: Nicole revised the microgrant page:
<https://www.biocuration.org/community/microgrants/>
- FYI: EC member workshops at Biocuration conference (pending):
 - Diversity and Inclusion workshop (Mary Ann, Nicole and Pete)
 - Industry conference (Jane)