Bioconductor Community Advisory Board (CAB) Agenda

13 th January 2022, 14:00 UTC

Members: Kozo, Matt, Aedin, Yagoub, Lori, Johannes, Saskia, Susan, Leonardo, Benilton, Daniela, Katerina, Estefania, Kevin, Mike

Attending: Kozo, Lori, Aedin, Susan, Johannes, Kevin, Yagoub
Apologies: Matt, Daniela , Leonardo, Benilton, Estefania, Mike, Katerina, Saskia
Guests: Lou Woodley, Camille Santistevan

Schedule
:00 - :5: Welcome!

:5: 10: CZI EOSS
> Introduce Lou Woodley from the [Center for Scientific Collaboration and Community Engagement (CSCCE)](#)

Vote to approve Community Manager Job Description
> **Action Item:** Review and comment by this **Friday January 14th**. Aedin will try to move forward with HR on Monday.

:10 - :11 Review minutes from previous meeting for posting
> **[12-09 Meeting Minutes](#)**
> Approved

:11 - :20 Elections

Per Governance Document:
- Members and executive officers are elected to available positions over a three-month process, conducted annually.

- Members are elected to a three-year renewable term

- Members
    - Members, including renewing members, are nominated through a process that includes public solicitation of nominees (Month 1); nomination by current board members (Month 2) and supermajority approval by current board members Month 3). The solicitation and outcome of the nomination process are intended to be transparent. Discussion is conducted private to the Community Advisory Board. Voting is private and coordinated by the Secretary.

- Executive Officers
    - Executive officers are current board members nominated (Month 2) and elected by supermajority vote of board members (Month 3). Discussion and voting procedures are similar to standard membership.
    - Executive officers should have one or more years of regulate member experience within the previous 3 years.

- Executive officers serve terms that provide continuity, e.g., one office filled each Year.

Discussion:
- Per Governance we should start soliciting on social media for new member nominations. (Month 1) with voting starting next month. Is this confirmed? How can we encourage more nominations?
- Is anyone planning on stepping down this year or choosing to re-run this year?
  Action Item:
  > If anyone is planning on stepping down please let Aedine, Matt, or Lori know.
- Executive Officers:
  - Please start thinking if you would like to run for Chair, Vice-Chair or Secretary. We will need a nomination ballot by next month.
  Action Items (for Lori):
  1. Set up google form for nomination of board members
  2. Set up google form for nomination of executive officers
  3. Post announcement and general nomination form on social media

:20 - :45 Discussion

- TAB summary:
  - Link to January meeting agenda

- CAB Goals for 2022
  - Started 2021 with the main goal: get more funding.
    - **Recap:**
      - We did succeed in some funding.
      - We do not need more funding but more engagement and getting new people engaged….
  Goal for 2022: Main goal is more community engagement, new people, and collaboration
    - A hindrance to collaboration was a fear of "being scooped" and many wanted sole ownership/opinions for projects/workspaces
      - Emphasize collaboration for moving projects forward and with higher quality
      - Emphasize and define ways for proper credit for work and collaboration
    - What do users/developers need?
      - A survey to the Bioconductor community could prove useful for determining where and how we should focus efforts especially regarding training materials.
    - Training/Carpentries/Orchestra
      - Create better units for recorded capsules of training and organize discussion sessions around them for people who

have watched them. Like a reading group but more a watch party/discussion/Q&A for canned material…
- Multilingual efforts (Multilingual Working Group)
  - Investigate and develop easy engagement system for translation

- In this unprecedented time how can we support our community? Can we do something exciting or fun?
  - Monthly virtual happy hours. Not necessarily Bioconductor discussion just forums and open tables for people to meet. Could discuss problems, coding, etc or could just talk about life and life challenges. Think the round tables from the conference – ad hoc discussions surrounding anything.
  - Monthly hackathons/BiocChallenges

  - **Logistic Note:** Will have to have a two-three different time zones so not favoring one sections of the world
  - **Action Item:** Aedin will talk to Erica if we can reuse an existing platform or where this can be potentially hosted

- Working groups
  - mgt/engagement - see below
  - Working groups can be suggested by CAB/TAB or be suggested by the community. But there will be a centralized location so the community can access information.
  - This will hopefully empower more community members to join a working group or volunteer to lead a working group that needs leadership, or suggest their own based on a raised community need.

- Bioconductor Working Groups page
  - Stephanie from TAB overwhelmed and having trouble kick starting it.
    https://github.com/Bioconductor/BiocWorkingGroups
  - We would like probably a bookdown style setup where we have sections for current working groups, suggested working groups, and archived working groups -- where each working group has a description and current members and a contact for community to get involved
  - If someone can get a shell up, we can have different working groups pull request the descriptions
- **Action Item:** Lori and Kevin to work on this

:45 - :50 CAB Regular Working Groups Reports

Developer mentorship discussion

:50 - :53 Bioconductor Event Reports

- EuroBioC2022 will be postponed to September/October (planned as in-person meeting).
- Sharing resources across event communities seems needed and necessary and a missed opportunity (Bioc/EuroBioc/BioAsia/Africa/Latin America)
    - There needs to be better organization across the different conferences (Bioc, EuroBioc, BiocAsia, etc…) Esp sponsorship, reusability platform, CoC, …

:53 - :00 Other Business

- Time Zone accommodation. Should we switch EST/Asia preference with change in daylight hours.
    - Voted Yes. Half the year on EST and half the year on an Asia timezone preference
    - **Action Item:** Kozo (who runs the meeting calendar) will change meeting time