

Scholarly Commons Steering Committee Meeting

December 22, 2015

Participants: Jeroen, Stephanie, Maryann, Chris, Bianca

Regrets: Amy, Robin

AGENDA

1. Review Attendee List

- a. **Select additional invitees (see Bianca and Robin's list)**
- b. **Early Career Researchers - invitations sent (see invite to view list)**
 - i. **Action:** Bianca will compile the invitation lists
 - ii. If invitees replied to all in the invitation, we marked them on the list.
- c. **Workshop logistics email to attendees**
- d. **We have 10 more slots to invite more people**
 - i. We could invite Larry Hunter (founded the ISCB, bioinformatician)
 - ii. We need 5 more attendees to meet our contractual obligations with the hotel
 - iii. **Action:** to ensure a diverse attendance, please add demographic information to the attendee that has your initials attached
 - iv. **Action:** send reminder emails to invitees that responded as maybe
 - v. Bianca and Robin will invite more ECRs; no more invitations to thought leaders
 1. Should we invite someone from Spain?
 - a. **Action:** invite Mark Wilkinson since he helped coordinate the workshop and is located in Spain
 2. We will hold off on invitations until Jan. 1 so that we have a better idea of the space needed and our budget
 - a. We want a balance of ECRs to thought leaders – if we need to reallocate funds from the 2nd workshop, we can invite more people to the 1st

2. Program planning:

- a. **Ideas for workshop content (please add!)**
https://docs.google.com/document/d/1eRBbeQwFv9X7OHw_FaZ5xvyuVSyrUNx0RV4V0aCGYk4/edit?usp=sharing
- b. **Program draft**
https://docs.google.com/document/d/1eRBbeQwFv9X7OHw_FaZ5xvyuVSyrUNx0RV4V0aCGYk4/edit#heading=h.n5375dc6rcwc
 - i. The workshop will end no later than 3:00 PM on Saturday, Feb. 28
 - ii. Steering Committee (SC) meeting/dinner on Saturday evening
 1. How many rooms should we reserve for Saturday night?
 - a. **Action:** Cassie will send the registration letter to the SC as well, fill it out and we'll know how many rooms we need

2. The meeting could include making plans for engaging global community after the workshop
- iii. Opening night (Thursday) could be a buffet since people will be arriving at different times
 1. Welcome reception at hotel
 2. We could include the Sci-Fi scenes there as well
- iv. Morning of first day
 1. Warm-up activities are a good idea
 - a. First two bullets may take up all 20 min.
 - b. Could do these instead at the Thursday night reception, would set the scene
 2. List of negatives – should have this document present at the workshop and send in advance of the workshop
 - a. We can collect participants' complaints to have at meeting
 - b. We could provide context or the origin of these complaints (e.g., Ingelfinger Rule origin, double-blind peer review)
 - i. Would give us an idea of why these concepts came into existence
 - ii. Could be crowd sourced or prepared by the organizing committee
 1. We could present it in the form of a timeline
 - iii. Tim Clark is very familiar with the history of scholarship
 - iv. **Action:** after the holidays, we will draft a document to list current practices and their origins
 1. We could create a database and post them on the Scholarly Commons workshop page
 3. The afternoon allows for a convergence of ideas
- v. Evening of first day dinner
 1. We could have a reception/formalized dinner at the Museo Reina Sofia or visit the [New Babylon exhibit](#)
 - a. Budget?
 - b. Stephanie left both nights' dinners and lunches off of the contract in case we wanted to go out
 - c. **Action:** follow up with the Museum for evening availability
- vi. Second day – next steps discussion
- vii. Workshop program overall
 1. We may want to loosen it up a little to allow for more conversation; current version seems a little tight
 - a. Could have people's ideas posted on walls and then allow participants to walk around the room and form working groups – allows for creativity
 - b. Important to know what drives people – why do we have scholarship?

- c. If anyone has format ideas for sessions 3, 4, and 5, add suggestions to program
- d. **Action:** produce an outline based on the program to assign tasks

< Meeting adjourned; no meeting next week >

3. Working group webpage update

- a. Scholarly Commons logo - Chris Chapman ([branding thoughts](#))
- b. [Conference website](#) (must be a SCWG member to view)

4. Establish Planning Committee for Workshop 1

<https://docs.google.com/document/d/1AViXjEDwMcfLV9gA395brfBoqZCgkKYCT1Tlzc9l-qo>

5. Review Action Items from previous meetings:

https://docs.google.com/spreadsheets/d/1DpER9RHHsxFos84vvNyUD9efS1XRHVWK_apM_YLE9Pg/edit?usp=sharing