

Minutes of Steering Committee

Meeting No.22

2021.11.23

DRAFT

Attendees

- [JB] Justin Baker
- [MS] Manodeep Sinha (Chair)
- [NL] Nooriyah Poonawala-Lohani
- [NM] Nicholas May
- [RL] Rebecca Lange

Apologies

- [HP] Heidi Perrett

Discussion

For the detailed agenda see: [GitHub Issue 33](#)

- Approval of Previous Minutes

See link: [Minutes from Meeting No.21](#) - approved.

- Planning Activities

- eResearch NZ 2022: [conference website](#)

The submission has been accepted and we are scheduled to give a presentation. The committee agreed to present the draft white paper aggregated from the 'Metrics' sessions at conferences in 2021.

- Steering Committee Election 2021

As at the meeting, only three nominations had been received. The committee discussed the potential for extending the nominations period if no more nominations were received by the deadline. It was noted that two more of the current committee intended to nominate, which would bring the number of nominations up to five and make the new committee quorate. After this election, a quorum committee can continue to add new members to the committee through the casual vacancy process.

<https://github.com/rse-aunz/organisation/blob/master/Elections/2021/process.md>

- RSE Survey

The committee discussed how to advertise the RSE survey, particularly, the specific groups that should be focused on and appropriate contact persons within those groups. They agreed to collate the release of adverts across platforms and emails.

- When: Friday 26th Nov. @ 12:00 (AEDT - Melbourne)
- Platforms: Twitter, Website, Google Group, LinkedIn Group.
- Tags: ARDC, NeSI, MDAP, CSIRO, Syd. Info Hub.
- Emails: AeRO, ARDC, NeSI.

- Actions From Previous Minutes:

- [JB]
 - White paper: Aggregate output from previous BoFs and create a post. (**done**)
 - C3DIS: [Planning Document](#), [Metrics Presentation Slides](#), [Metrics for RSE Contributions](#), [Recording](#).
 - [NZRSE 2021](#)
 - [eResAu 2021](#)
- [NM]
 - Website: Create a post that summarises RSE-AUNZ activities at conferences.
 - Website: Create a post about local RSE Stories: NL, NM, etc.
 - Update NM & JB contact details on the International RSE website.
- [NL]
 - SC Election 2021: Identify and contact potential candidates in NZ. **done**
- [RL]
 - Website: Create post on eResAu'20 session - Training. **In progress**
- [All]
 - Update 'Metrics' white paper. (**outline created**)
 - Start planning for a quarterly online event: e.g. Open RSE Forum - organized as an open discussion with no slides but some topics already advertised. **postponed for review by new SC committee**
 - Outstanding Website Posts. Folder and template for draft website posts: [Website Posts](#)

- Any Other Business

- None

- Actions Carried Forward

[JB]

- White Paper: oversee the initial draft of 'Metrics' paper.

[MS]

- Twitter: promote the SC election and call for nominations.
- Twitter: promote the RSE Survey.

[NM]

- Website Posts: Add a news post about the RSE survey. **done...** ref. <https://rse-aunz.github.io/2021/11/26/RSE-Survey.html>

[NL]

- NeSI News: promote the RSE Survey.

- Website Posts: Add an event post to the folder for RSE-AUNZ session at eResNZ'22.

[RL]

- Website Posts: Update the news post about eResAu'20 session - Training.

[All]

- Review and contribute to the first draft of 'Metrics' [white paper](#)
 - Due by COB Tuesday 7th Dec.
 - C3DIS: [Planning Document](#), [Metrics Presentation Slides](#), [Metrics for RSE Contributions](#), [Recording](#).
 - [NZRSE 2021](#)
- Start planning for a quarterly online event: e.g. Open RSE Forum - organized as an open discussion with no slides but some topics already advertised.
- Folder and template for draft website posts: [Website Posts](#)

Next Meetings

- Scheduled: To be decided by the new Committee after SC Election 2021.

Notes

These minutes have been drafted under part of the [Chatham House Rule](#). This promotes openness, and inclusion, by not attributing any specific comment to any individual/s. The exception is that participants are necessarily listed as attendees of the Steering Committee meeting.
