

Bioconductor Community Advisory Board (CAB) Minutes

11th June 2020

Attending: Lori, Kozo, Saskia, Yagoub, Johannes, Susan, Matthew, Aedin, Benilton, Leonardo
Guests: Levi Waldron (TAB member reporting on Code of Conduct committee)

Schedule

:00 - :05: Welcome!

:05 - :15: Review [minutes from previous meeting](#) and actions Items:

Completed

- Added May minutes to CAB to Bioconductor website (see [here](#))
- Locked Community slack channel strictly for board members
- Individual accounts linked to Bioconductor official Twitter
- Public facing google calendar created ([google calendar](#)). Email created events@bioconductor.org for requests for events to be added. Current Lori, Mike and Matt but would like one or two volunteers to maintain the calendar.

Action Item:

- 1-2 volunteers to manage adding events?

Volunteers: Saskia, Kozo

Supplementary: Johannes

- cab@bioconductor.org email created.

Action Item:

- Post on CAB page of Bioconductor website. Resolved through <https://github.com/Bioconductor/bioconductor.org/pull/58>.

Ongoing

- Revisit committees and working groups after further discussion of activities
- List of Current/Potential Funding applications (should be regular CAB agenda item)
[NSF](#), [CZI Essential Open Source Software for Science \(EOSS\)](#)

:15 - :30: Bioconductor TAB & Meetings update

Previously approved [TAB minutes](#) (May meeting)

The proposal of changing the executive community and adding 5 new members.

Organizing more training.

Action Item : Contact Laurent to get Carpentries training course link (AC)

- Bioc2020
 - July 27-31 (5-days). Meeting registration open. [Registration Page](#)
 - Featuring the registration process.

- Captioning software for zoom (suggestion: captioning service / Or using google-meet).
 - Nominate people for the award.
 - Extend the scholarship deadline.
- Call for birds-of-feather, hack-a-thon, and how-to sections. Late posters, scholarships open. Should CAB host session/BoF/hackathon??? Volunteer.
- Bioc Awards (closing date June 15th). Time of meeting TBC - time zones (possibly 3 EST morn/2 afternoons)
- Bioc2020 will examine captioning of talks in response to CAB suggestions. Request CAB recommendations- particular zoom- captioning software, sufficient on youtube recording/live etc? Levi suggested hiring a professional service to do this.
- Ask workshop presenters to present Q&A over range of time zones

Action Items:

- Advertise/tweet late posters/BoF etc and also awards to increase diversity of nominations. CAB suggestions for community, inclusion, diversity events
 - Individual announcements (Lori).
 - CAB members to retweet and promote.
- Potential CAB activities requiring a budget (Levi)
 - Bioconductor awards
 - RFA for contributions to Bioconductor
 - internship program
- Proposal: have one TAB member and one CAB member whose responsibility it is to attend both meetings, and provide brief updates back to their own board
 - should be agreed on by both TAB and CAB (I think this is already in place - Aedin is member of both CAB and TAB and can fulfil this role)

:30 - :40 Bioconductor Statement on inclusion

Action item to develop a statement of inclusivity and empowerment, especially in the light of #shutdownstem and similar movements. Maybe with a strategy to engage the community. Ref [carpentries](#) point (others from [SMBE](#))

- Matt, Benilton, Aedin to work on this.

Suggestion: have a working group to focus on Inclusion and Diversity

:40 - :60: Discussion about CAB activities / initiatives

- Code of Conduct Committee (Levi)
 - New members to join
 - Summary of activities to date

- Is there a need to develop a project-wide code of conduct policy (Levi/Stephanie were developing a project wide one but CoC is under CAB, Levi/Aedin/Laurent were on Bioc2018, Bioc2019 and Bioc2020 meeting CoC [BioC2020](#)).
- Project wide one should cover interactions on the support site / slack / package submission process, pull requests and issues on (core or contributed) package repositories.
- Volunteers: Saskia, Leonardo, Johannes, Yagoub
 - To recheck it again
 - Inclusion of new terms
 - Using professional terms
 - Making people know that the "Code of Conduct Committee" is very important.
 - Help create (translate) training materials to make sure other cultures understand the Code of Conduct. (Leonardo- Mexico)
- Activities in Africa (Yagoub):
 - Host webinars in the Pan African Bioinformatics Network for the Human Heredity and Health in Africa (H3ABioNet) (<https://www.h3abionet.org/>). The first one is on the 22nd of July 2020 at 3 PM CAT.
 - Inviting CAB members who might be able to teach on different topics
 - Matt -RNAseq analysis (workflow package)
 - Saskia -materials for creating Bioconductor packages and I am happy to teach it again!
 - Johannes -Metabolomics data processing (concepts, data import, peak detection, normalization, ...) - depends a little on the format wanted (time, hands-on...)
 - Susan - Material that starts from the beginning, is sensibly ordered and well organised using Blogdown
 - Providing a link for teaching materials
 - Yagoub to contact H3ABioNet groups to collect feedback/ determine needs/ list of courses (within two weeks)
 - **Nigeria**
 - (in-person training + includes some course content on Bioconductor in postgrad courses at Covenant University).
 - **Sudan** Providing a webinar for the staff of the Department of Biology and Biotechnology, ALNeelain University, Sudan.
 - Yagoub to contact the head of the department to collect the list of courses (within two weeks)
 - Virtual meetings and webinars present opportunities to create a wealth of youtube videos for training. However the wealth of these materials are not realized if these are not indexed/searchable etc.

Novices don't know which video to start with. Order/Structured training

- **Action Item:** Funding application to support Mike Smith (or someone like that) who is experienced in creating Blogdown to work on improving the Bioconductor teaching materials.

Held over to next meeting

40 - :60: Discussion about CAB activities / initiatives

- A suggestion of formation of the Education working group. Collaborate with capentries trainers
- Activities in Africa (Yagoub):
 - Bioconductor training content for H3AFRICA and H3ABIONET
 - Apply to [CZI EOSS](#) fund
 - **Nigeria** (in-person training + includes some course content on Bioconductor in postgrad courses at Covenant University).
 - **Activities in Brazil** (Yagoub and Benilton):
 - Contacted the group of Bioinformatics students at the University of Sao Paulo to train them on building and testing Bioconductor packages and is looking into expanding to other universities.
- New working groups (volunteers)
 - Brainstorming on [Slide #26895](#).
 - Refer to planning document that includes points from previous meeting that we didn't have time to discuss in detail
 - For reference, the proposed committees in the CAB [Governance Document](#):

User Outreach and Education, including

- development of guidelines and processes for community-developed material;
- coordinating trainer and training activities;
- coordinating meetup and other event awareness.
- Developer Training, including oversight of the Bioconductor developer forum.
- Conference Oversight (North American, Asia-Pacific, European)
- Code of Conduct

Proposed working groups

- Overcoming barriers to diversity in Bioconductor
- Enabling community-driven development
- New package intake
- Guide to maintaining packages

