

## **GOBLET AGM 2015 Meeting Report**

**Meeting Dates:** Wednesday November 18-Friday November 20, 2015

**Location:** Cape Town, South Africa

**Local hosts:** Nicola Mulder

### **Attendance:**

**Organisational Members Present:** ABACBS (Annette McGrath), APBioNet (Bruno Gaeta), ASBCB (Nicola Mulder), bioinformatics.ca (Michelle Brazas), BioSB (Celia van Gelder), CSC (Eija Korpelainen), EBI (Cath Brooksbank), EMBnet (Terri Attwood), Galaxy (Fourie Joubert), IGC (Pedro Fernandes), ISB (Pascale Gaudet), ISCB (Fran Lewitter), Itico (Manuel Corpas), SANBI (Peter van Heusden), SGBC-SLU (Erik Bongcam-Rudloff), SIB (Patricia Palagi), SolBio (Javier De Las Rivas), TGAC (Vicky Schneider - late), University of Cambridge (Gabriella Rustici) and WT Advanced Courses (Pamela Black).

**Proxy:** CMBI (proxy Terri/EMBnet); CGAT (proxy Terri/EMBnet); HSCBB (proxy Michelle/bioinformatics.ca); TSL (proxy Vicky/TGAC); SEB (proxy Fran/ISCB) Paolo Romano (proxy Exec); Richard Edwards (proxy Exec)

**Individual Members:** Dimitar Vassilev (Sofia University)

**Observers Present:** Francis Ouellette, (bioinformatics.ca), Carlos Horro Marcos (TGAC), Ayton Meintjes (University Cape Town), Sarah Morgan (EBI), Judit Kumuthini (CPGR)

**Organisational Members Absent:** BITS

The report of the 2014 AGM, held at OICR, Toronto, Canada, November 2014, was circulated by email. The full meeting report is here:

<http://goo.gl/BBkIzG>

The report was accepted as a true record of the 2014 AGM.

## **Consolidated List of Action Items from GOBLET AGM 2015**

→ Context for all action items can be found in the following meeting notes

### **1. ACTION (Erik): DUE January 2016**

- a. Make welcome package
- b. Make January + June newsletters: includes GOBLET and other bioinformatics training activities
- c. Make PR materials
- d. Make GOBLET brochure
- e. Pass Twitter access to Patricia and Francis
- f. Michelle to pass eps/jpg files of GOBLET logo to Erik (DONE)

### **2. ACTION (Patricia):**

- a. Draft letter to send to funders
- b. Finalize sponsorship package
- c. Clean up funder list
- d. Start sending our sponsorship package
- e. Approach ELIXIR/EXCELERATE for sponsorship

### **3. ACTION (Exec):**

- a. Update fee structure to allow for 3yr payment option
- b. Update fee structure to allow for low/middle income country members to participate
- c. Invite ELIXIR node institutions to be GOBLET members
- d. Update benefits distinction in membership levels; narrow down membership levels
- e. Update membership table with contributor status
- f. Fran to compile list of possible new members and invite to GOBLET
- g. Revise and ratify the statutes for next year
- h. Terri to update mission and vision on website to be consistent with AGM presentations

### **4. ACTION (Michelle):**

- a. Consolidate outcomes of the technical session and pass to technical committee with priorities
- b. Pass to Exec
- c. Circulate to GOBLET members for agreement

### **5. ACTION (Manny):**

- a. Use minimum standards from Pascale/Gabry/Celia to create Bioschemas.org like system to pull from institutions and trainers websites into GOBLET
- b. Create curator tool for either owner to use or hired curators to use to populate all fields needed to meet GOBLET standards
- c. Create reviewer tool from trainer perspective and user perspective
- d. Place newsletter on left panel of GOBLET website
- e. Extend EDAM to members pages
- f. Increase options for content from materials, trainers, courses to include data sets and exercises

- 6. ACTION (Pascale + Gabry + Celia):**
  - a. Pass criteria for minimum standards for GOBLET endorsed content to technical committee = curator tool
  - b. Pass criteria for reviewer tool to technical committee
- 7. ACTION (Cath):**
  - a. Update competencies based on workshop feedback
  - b. Upload competencies to GOBLET
- 8. ACTION (Gabry):**
  - a. Upload GitHub content to GOBLET
- 9. ACTION (LET):**
  - a. Develop a minimum standard for e-learning materials to become eligible for GOBLET endorsement
  - b. Put forward from GOBLET recommendations for e-learning
  - c. E-learning must-haves and nice-to-haves guidance from GOBLET
  - d. Develop framework for e-learning for GOBLET trainers
- 10. ACTION (Everyone):**
  - a. Use GOBLET announcement web section to communicate upcoming activities
  - b. Add the GOBLET logo to your own websites and link back to GOBLET

## Agenda: Friday November 14, 2014

	<b>GOBLET AGM</b> <i>Breakfast at Hotel</i>	<i>Hotel Location</i>
9:00-9:15am	Welcome & Logistics	Nicola Mulder
9:15-10:30am	<b>GOBLET AGM Matters</b> <ul style="list-style-type: none"> <li>• GOBLET constituency (roll call of members)</li> <li>• Approval of minutes of last AGM</li> <li>• Matters arising &amp; amendments to agenda</li> <li>• Financial Report (15min)</li> <li>• Executive Report (15min)</li> <li>• Policy amendments</li> <li>• Bylaws and any proposed bylaw amendments</li> <li>• AGM 2016 proposals</li> <li>• Discussion</li> </ul>	Terri Attwood  Fran Lewitter Terri Attwood
10:30-11:00am	<i>Coffee Break</i>	
11:00-12:30pm	<b>GOBLET Committee Reports</b> (15min each) <ul style="list-style-type: none"> <li>• Learning, Education &amp; Training Committee</li> <li>• Standards Committee</li> <li>• Outreach &amp; PR Committee</li> <li>• Fund-raising Committee</li> <li>• Technical Committee</li> <li>• Discussion</li> </ul>	Committee Chairs
12:30-1:30pm	<i>Catered Lunch</i>	
1:30-2:00pm	<b>GOBLET Business</b> <ul style="list-style-type: none"> <li>• Staffing of GOBLET               <ul style="list-style-type: none"> <li>- Review of current staff hires</li> <li>- Does GOBLET need a financial hire?</li> </ul> </li> <li>• Membership Retention &amp; Attraction               <ul style="list-style-type: none"> <li>- What is best strategy to retain members?</li> <li>- What is best strategy to solicit new members?</li> </ul> </li> </ul>	Fran Lewitter
2:00-3:30pm	<ul style="list-style-type: none"> <li>• The GOBLET Brand               <ul style="list-style-type: none"> <li>- What are we? What do we do? What do we produce? What can we hang our hat on?</li> <li>- GOBLET needs a louder voice</li> </ul> </li> <li>• Discussion</li> <li>• Action plan to move GOBLET forward</li> </ul>	Terri & Vicky
3:30-4:00pm	<i>Coffee Break</i>	
4:00-5:30pm	<ul style="list-style-type: none"> <li>• Acquiring new funding for GOBLET               <ul style="list-style-type: none"> <li>- Presentation of funding package</li> <li>- Role out of package</li> <li>- Sources of global funding</li> <li>- Hack together further packages??</li> </ul> </li> <li>• Discussion</li> </ul>	Patricia Palagi
6:30pm	<i>Dinner at Hotel</i>	

→ All presentation slide decks have been uploaded to the GOBLET website

### Financial Report

→ Fran Lewitter

- GOBLET lost two organisational members since 2014. Several members switched to lower categories or to individual memberships. This results in dropped revenues.

- That there is not a large difference of benefits between membership categories is problematic (see discussion on Day 2).
- 2015 YTD revenue is €29,000. Expenses are €24,000 with a projection to hit €37,000 by end of year.
- Projected for 2016: €18,000 revenues, €30,000 expenses
- This decrease of the bank buffer over time will be problematic for sustaining GOBLET
- Suggestions for savings include voluntary non-claim of AGM related expenses; expand membership to include CSHL, Jackson Labs etc; charge for workshops to generate revenue

**ACTION (Fran):** Create a list of missing members for GOBLET to approach

- Budget plan for 2016 includes no fees for admin, no fundraising expense, approval to technical intern hire and LET and PR requests.
- PR budget will cover booths at ISMB and ECCB
- Is there value in having a booth? ISMB booth allows GOBLET to try to get US market. Booth generated a lot of interest
- Suggestion to have different post cards at booth for trainers and for users

### Executive Report

→ Terri Attwood

- Terri began with list of action items from last AGM and what was accomplished and not accomplished.
- Not Done: 1) PR welcome package and newsletter. All committees need to do their job; 2) Terri did not approach Niklas about ELIXIR membership, as probably better to have ELIXIR institutions as members rather than ELIXIR itself

**ACTION (Erik):** Produce welcome package and newsletter (twice a year)

**ACTION (Carlos/Manny):** Place newsletter on left panel of GOBLET website

- Accomplishments included: PLOS paper on GOBLET is published; State of Field paper is written and in final submission draft; Dublin showing included booth, AKES, WEB and poster (in F1000), CoBE COSI; two individual members joined GOBLET because of booth presence (one of these was attending the AGM); GOBLET-ELIXIR joint training strategy; e-learning workshop and white paper; workshop and presentations at X-Meeting in Brazil; grant writing to support Cape Town AGM
- EMBnet made a €25,000 donation to GOBLET to pay for an educational assistant:
  - this would be a 2-year hire to allow development of high-quality branded material. Can we hire anyone with right skill set for this position?
  - Terri volunteered to do this and tendered resignation to allow her to do so without conflict. University countered with no tutorials for next year, but leaving date still to be agreed. Terri will initiate some pilot activities next year, but will not draw on funds while still employed.

**ACTION (Terri):** Update mission and vision on website to be consistent with AGM presentations

- Can GOBLET do something at the upcoming ISB conference?
  - Opportunity to submit WEB event at ISMB 2016 (although not to be a GOBLET event but rather an ISCB event)
  - Need to be careful and politically correct about when to insert GOBLET
  - GOBLET is professional body in bioinformatics training, something which ISCB does not want to do
  - Statutes and bylaws are out of date because they date from 2012
  - Statutes are in Dutch and are poor even with Google translate
  - Need to clarify roles of officers/executive members and the expectations of their roles in GOBLET
  - For example, what are the rights if things do not go well?
- ACTION (Exec):** Revise and ratify the statutes for next year

#### AGM 2016 Proposals:

- 1) APBioNet – Singapore (Bruno Gaeta)
  - next year INCOB is happening in Sept. 2016
  - easy access to Biopolis, level 7 from international travel perspective
  - can have joint talks at INCOB
  - paying workshops can be arranged
  - grants are possible
  - commitments secured from A-STAR (Tin Wee)
- 2) ACACBS – Australia (Annette McGrath)
  - joint Australian Bioinformatics Network conference October 30-November 2, 2016
  - Brisbane location so internationally accessible
  - Funding has been secured in form of \$30K Australian dollars to cover venues, catering and accommodations
- 3) Biocuration conference is April 2016 in Switzerland
  - AGM could be alongside this conference
  - Funding is tight

→ Vote taken and decision was to have GOBLET AGM 2016 in Brisbane, Australia

→ Vote numbers were 4 Singapore, 6 Rome and 16 Brisbane

#### **LET Committee Report**

→ Nicola Mulder

- Mission, members, task forces, actions from last AGM
- Cath led the Trainer Support TF: worked on EMTRAIN and funded 2 Train-the-Trainer workshops in Italy and Slovenia. Will bring the core competencies forward as guidelines.
- Pedro led the Accreditation TF
- Marie-Claude & Celia led the High School TF: materials in native language is a challenge; no universal curriculum standard; completed a survey

- Nicky led the Capacity Development TF: how to track impact; run a survey every 6 months
- Actions in the coming year: consolidate e-learning; trainer portal development so everything is in one place; run more trainer workshops; education summit
- What about Asia and South America activities? Language of training materials is problematic, should include Spanish and French. Need PR materials to distribute to these countries.

**ACTION (Erik):** Produce GOBLET brochure materials

### Standards Committee Report

→ Pascale Gaudet

- Goals to accredit trainers, develop guidelines and support SASI
- No subgroups or task forces; monthly Google hangout
- Action from AGM 2014 was to implement a mechanism for trainers to describe their expertise on GOBLET. The form for trainer evaluation was sent to Manny.
- Then decided to drop self-assessment form. Instead picked up “these are the areas I have taught” based on the curriculum paper
- Use EDAM at ELIXIR for materials
- Would be helpful to tag person skills

**ACTION (Carlos/Manny):** Extend EDAM to members pages

- Also worked to provide guidelines for course material description as a more structured way for courses in GOBLET; includes more metadata like learning objectives, etc.

### PR Committee Report

→ Erik Bongcam- Rudloff

- Members are Vicky, Bruno and Hadrien (from Erik’s group)
- Presented on goals, mission, aims
- Presented logo, templates in various file formats
- Funds available for development of professional logo
- Ongoing activities: produce 4 newsletters/year, GOBLET brochure, YouTube, USB stick with logo, 3min presentation, TED presentation, Vlog, etc
- Plan is to identify conferences/meetings to present GOBLET at; also identify projects to present GOBLET at
- Need to coordinate with fundraising committee more
- Need to prepare welcome package
- Coordinate with technical committee on web pages to list all presentations at meetings, publications (but this has already been done)
- Twitter versus YouTube: Twitter is low cost, high impact so start with text then move to videos
- Which peer review model for workshop materials posted on GOBLET
  - Could use BioStars model
  - How to get fairness on review of materials?

- 3<sup>rd</sup> party reviewers exist
- Could implement categories of reviewers

**ACTION (Erik):** Produce advertising content: welcome package, newsletter and brochure by January 31, 2016.

### **Fundraising Committee Report**

→ Patricia Palagi

- Fundraising package from Patricia includes report on past GOBLET activities to gain interest in sponsorship of upcoming activities:
  - WEB session and AKES sessions at ISMB 2015
  - Train-the-Trainer session at ISMB
  - Train-the-Trainer session at X-meeting in Brazil
- Sponsorship package describes model of NGS workshop linked to Train-the-Trainer workshop for NGS
- Looking for €25,000/workshop
- Upcoming calendar of GOBLET activities to which Train-the-Trainer activities could be attached:
  - March 2016 – ISCB/SolBio conference
  - May 2016 – ISCB/GLBIO/CCBC conference
  - September 2016 – INCOB conference
  - March 2017 – ASBCB conference
- Sponsors would be societies of biology (not necessarily bioinformatics)
- What is the benefit to sponsors?

### **Technical Committee Report**

→ Manuel Corpas

- 2015 objectives were to boost training portal, collaborate with TeSS, establish collaboration with NIH committee on intranet space, provide short tutorials on portal use
- Poor numbers seen for new portal content over past year
- SASI became standard for Bioschemas.org
- Built contextualization tool (BioCider) with paper in the works

### **GOBLET Business Report**

→ Fran Lewitter

- Staffing – hired Carlos as technical intern and Zahra as admin intern
- Carlos submits weekly reports which are very useful; has been an excellent hire
- Zahra’s internship has been more challenging to understand her assistance to GOBLET, although was very helpful to put together AGM in Cape Town
- GOBLET should support AGM 2016 in Brisbane with a 2-3mo admin intern salary
- Contract with admin should clearly state what should be delivered at end of contract
- Continue technical intern hire, funds permitting



- Membership retention – 2 new members in 2015: University of Cambridge & Galaxy
- Nicky might also join as H3ABioNet and ABSCB
- Platinum level membership offers marketing opportunity
- Gold & platinum members may receive up to €500 towards travel to AGM
- These distinctions between levels of membership are poor, in some cases only a single item
- Higher levels of membership need more features over lower levels. For example, why go from bronze to silver membership?
- Suggestion to reduce number of membership levels
- More movement (reduced membership level) through silver to bronze than gold to silver
- Big problem that we are not outreaching what GOBLET can do and no real GOBLET product to speak of
- Missing contributor status on table
- ACTION (Exec):** Update membership table with contributor status
- ACTION (Exec):** Re-vamp membership tiers and put new tier system to vote
- Exec decided to implement ISCB fee structure for low income countries, but implementation by tech committee is not high priority
- Some members asked for 3yr invoice rather than 1yr invoice
- Could implement discount for 3yr payment
- ACTION (Fran):** Provide option for 1 yr or 3 yr membership renewal
- Membership advantage is simply access to pool of expertise, but this benefit is hard to sell to an institution
- Need to be able to articulate our benefits in a tag line: “Network of peers”, “Group of professionals dedicated to bioinformatics training”
- Idea is that each member makes one membership suggestion (e.g. recommend a friend)
- What is our benefit? What are our own reasons to be a GOBLET member? A list of reasons was gathered and listed in a separate document. Can use these reasons as quotes on GOBLET website.
  - “Creative Think Tank”
  - “Benefit has been community of trainers”
  - “Bioinformatics Trainers Think Tank”
  - “Training with Impact”
- GOBLET organization still currently depends on membership fees, thus need a source of sustainable funding
  - Such as education company, global education groups, etc.
  - AGM registration fees
  - Charge for Train-the-Trainer workshops
  - Grants

- Should there be a distinction between AGM and a bioinformatics education conference? This would allow business matters to be dealt with at AGM and education ideas to be dealt with at conference
  - Conferences overall are a financial risk and time sink
  - H3Africa is holding an education summit. Could GOBLET add a day at that?
  - Cath suggested adding a day to the IMI meeting; EMBL takes the financial risk here
- ACTION (EXEC):** Implement AGM + 1 day symposium

### **GOBLET Branding**

→ Vicky Schneider and Terri Attwood

- GOBLET brand can be licensed, may hold IP, and is citeable
- GOBLET branded materials must meet our quality standards for learning objectives, content, activities, etc.
- Branded materials could include:
  - Train-the-Trainer
  - Train-the-Teacher
  - Best Slides for topic XX
  - Competency packages
  - Guidelines for XX
  - Standard evaluation tools/templates
- Could publish/attach a DOI to content which can be tracked/cited
- What are our criteria for giving GOBLET logo to content?
- Could use IMI training and quality criteria
- Need to add level of moderation to branding materials
- Create criteria which we all agree upon for good quality training materials → Create GOBLET badge system → Add GOBLET badge to existing works that meet the criteria → Build GOBLET's own materials that adhere to these criteria
- Problem is selection of materials to meet criteria
- Use Software Carpentry model – which is Train-the-Trainer brand

**ACTION (Pascale):** Circulate the standards committee list of criteria for quality training materials to GOBLET members

**ACTION (Members):** Review criteria and comment. Pascale to update criteria based on comments.

Logo Discussion:

- All versions of logo presented
- Vote taken
- Members selected original logo
- Possible re-visit of this later on

### **Fundraising Session**

→ Patricia Palagi

- Sponsorship package presented

- Branded product of GOBLET is Train-the-Trainer sessions in various countries with need for building bioinformatics capacity
- Brazil and Cape Town Train-the-Trainer sessions were held; 100% GOBLET coordinated
- Gabry and Sarah have led numerous other TtT activities, but not promoted through GOBLET
- Same conversation about TtT is happening within ELIXIR/EXCELERATE
- Could GOBLET get ELIXIR/EXCELERATE funds to run TtT events on their behalf? GOBLET expertise leads TtT with sponsorship from EXCELERATE?

**ACTION (Patricia):** Approach ELIXIR/EXCELERATE for sponsorship

- Why would corporations sponsor us? What is the benefit to them?
  - Logos on our website and materials
- Need to better define what GOBLET will offer back to any corporate sponsor
- Bronze/silver/gold levels of sponsorship
- Dinner/catering/travel of students/faculty travel is what funds would be spent on
- €25K sponsorship request is for travel of 2 faculty, accommodation of everyone, travel of students
- Versus pay for faculty to attend course being offered and flank course with TtT sessions
- Gabry is already going to Costa Rica and Mexico and could add TtT workshops to these visits; Cuba and Japan also possible
- Sponsorship package needs to include real dates of real workshops and not just conference dates
  - Australia is hosting TtT workshops; use these dates
  - ELIXIR is building TtT framework
  - TGAC is also hosting TtT workshops; use these dates

**ACTION (Patricia):** To update sponsorship package accordingly

## Agenda: Thursday November 19, 2015

	<b>GOBLET AGM</b> <i>Breakfast at Hotel</i>	<i>Hotel Location</i>
9:00-12:30pm	<b>Session #1: E-learning Strategy</b>	
9:00-10:30am	<ul style="list-style-type: none"> <li>Relationship between TeSS/ELIXIR &amp; GOBLET</li> <li>Discussion</li> </ul>	Terri Attwood
	<ul style="list-style-type: none"> <li>E-learning platform at GOBLET</li> <li>Definition, role, avoiding overlap, etc.</li> <li>Discussion</li> </ul>	Celia van Gelder & Nicky Mulder
10:30-11:00am	<i>Coffee Break</i>	
11:00-12:30pm	<ul style="list-style-type: none"> <li>Presumably e-learning content development or e-learning strategy</li> <li>Brainstorming session on proposals</li> <li>Plan and action items to implementation</li> </ul>	Everyone (led by Celia & Nicky)
12:30-1:30pm	<i>Catered Lunch</i>	
1:15-5:30pm	<b>Session #2: GOBLET Portal Future Planning</b>	
1:15-3:00pm	GOBLET Portal <ul style="list-style-type: none"> <li>Statistics on current usage</li> <li>User perspectives: pros &amp; cons of portal</li> </ul> Brainstorming portal improvements	Manuel & Carlos Michelle Brazas Manuel & Michelle
3:00-3:30pm	<i>Coffee Break</i>	
3:30-5:30pm	GOBLET Portal <ul style="list-style-type: none"> <li>Brainstorming portal improvements</li> <li>Action plan for executing portal improvements</li> </ul> SASI Presentation	Manuel & Carlos  Manuel Corpas
6:30pm	<i>Dinner at Hotel</i>	

→ All presentation slide decks have been uploaded to the GOBLET website

### **E-Learning Strategy Session**

→ Celia van Gelder

- LET committee has always thought e-learning was important to have and to do
- ELIXIR e-learning strategy should not be duplicated
- Discuss Slovenia workshop outcome
- Discuss added value of GOBLET to existing e-learning efforts
- Need to define strategy for GOBLET e-learning; need to define audience

### Train Online (Sarah)

- Operating since 2011
- 72 courses; CC by SA license
- Target audience: bench life scientists, bioinformaticians, tutors
- Types of Courses: conceptual, quick tours, walk-throughs, videos and webinars, YouTube channels
- Structured like a book with chapters
- Must register if you want to take the quiz
- Mailout updates every quarter

- Materials have variability: guided examples, annotated screenshots, exercises, quizzes, vignettes

#### H3Africa (Nicky)

- E-learning in Africa is distance classrooms (live and recorded); creation of MOOCs; development of eGenomics catalogue, etc.
- Source and annotate materials to put in web page with reviewing options and endorsements
- All materials are annotated – started with D. Searle’s list of resources
  - Level of content
  - Type of content
  - Topic of content
  - EDAM ontology
- Need submission option for new materials to include on site
- Reviews include: relevance, clarity, organization fields
- Should use same review system for GOBLET materials; based in Joomla

#### TeSS/ELIXIR/eBioKit (Terri)

- Difference between TeSS and GOBLET is GOBLET is a training portal with 3 elements (materials, courses, people) – it includes a materials repository; TeSS is a platform for disseminating training info to ELIXIR nodes, an aggregator of information – not a materials repository
- Next phase is to continue TeSS development through ELIXIR/EXCELERATE
- TeSS aggregates, in an automated fashion, primarily *links* to training materials/info from ELIXIR Nodes; users may combine such information within bespoke packages
- By not encouraging material uploads, the idea is to avoid redundancy; want to avoid people skipping GOBLET as a repository of materials
- But what was the reason to make a repository rather than just an aggregator? Is there value in storing materials for GOBLET? Should automate repository and scrape everyone’s websites for materials

**ACTION (Manny):** Automate BatMat-like (or use BatMat plugin) scrape of members websites for GOBLET repository

#### E-learning workshop in Slovenia

- Difficult to actually define e-learning
- EMBER = European Multimedia Bioinformatics Educational Resource (2001-2003)
- Organized as book with chapters; basic and advanced tutorials and case studies
- Each chapter has aims, instructions, info, quiz and references

eBioKit – mini portable Internet world that is setup where no Internet exists; eBioKit + 20 raspberries

BD2K (Big Data 2 Knowledge) is a funding initiative in USA that includes section on training/resource development

- Educational resource discovery index based on metadata index; would allow personalization of training with personal space

- Can GOBLET apply for funding through BD2K?
- What do we want GOBLET to do in e-learning space in context of what BD2K and TeSS already do?
- Is there something we can do with standards and badging?
  - Use PharmaTrain email from Cath as example
  - She developed a standard for e-learning materials/courses which can be endorsed by GOBLET
- GOBLET should have validation not accreditation to avoid problems
- In Slovenia, group agreed that e-learning should be: online, have quantifiable learning outcomes, have pre-requisites, be OA, accessibility/useability of materials, linked to tools registry, maintainable
- In Slovenia, group agreed on nice-to-have standards: interactive, self-paced, on demand, portable, quality control, accreditation, contextual support
- These are also beginning of standards in training materials from GOBLET
- H3ABioNet is light-weight way to implement this
- **ACTION (LET):** Develop a minimum standard for e-learning materials to become eligible for GOBLET endorsement

Next steps from e-learning workshop in Slovenia:

- Advise on how existing e-learning infrastructure and capability can be used to develop bioinformatics user knowledge
- Recommend steps to take to secure collaborations and sharing of resources with ELIXIR and GOBLET
- ID barriers to develop further e-learning capability and means to address barriers
- Explore mechanism for ensuring the good practice of e-learning to teaching and learning
- Need to make recommendations to EXCELERATE
- **ACTION (LET):** Put forward from GOBLET recommendations for e-learning

- Invite everyone at AGM to be authors on paper; only writers of paper get authorship
- Added value of GOBLET in e-learning space is e-learning pages from trainer perspective
- Trainers (GOBLET) would like to have the following fields for e-learning materials:
  - Topic, level
  - Full materials including data-sets and exercises
  - IT setup process (VM available, etc.)
  - Quality review if materials
  - Assessment materials for assessing student learning

Breakout team led by Cath:

- Guidance around e-system to use for XX
- Menu for how to deliver training with XX
- Access to people who have done e-learning before
- Guidance on how to write e-learning objectives

- Guidance on how to link to assessment materials
- Guidance on how to resource e-learning development (time, cost, people)

Breakout team led by Fourie:

- Write/review system for e-learning
- Pre-requisites of courses
- Ontology attached
- Link to background materials
- Communication mechanism with person who posted e-learning materials

Breakout team led by Javier:

- List of tools within e-learning course
- Data-sets
- Time stamp of creation/update
- Time-frame for completion of e-learning materials

Breakout team led by Annette:

- Reuse options: platform only or MP4 and other file formats downloadable

**ACTION (LET):** E-learning must-haves and nice-to-haves guidance from GOBLET

**ACTION (LET):** Develop framework for e-learning for GOBLET trainers

### **GOBLET Portal Future Planning Session**

→ Manuel Corpas and Carlos

- Mission and purpose of GOBLET website: external face of GOBLET
- Right now this is called a repository, but is this the right term given that there are not a lot of materials in it (100 materials)
- Statistics show that there has been minimal updates to content in portal
- How much has TeSS screen scraped?
- Other sites do not have complete materials and data-sets
- Don't have statistics on number of downloads, etc.
- Length of time spent on portal is ~5min
- 50% of visitors leave after landing on page
- First page is highest visited page

Discussion on GOBLET portal based on portal usage survey and presentation:

- Course pages have too many fields like time
- Need to distinguish between upcoming courses and past courses
- Need to remove courses that have no content, and are just advertising because advertising goes into iAnn
- Upload materials first then can create a course, not other way around
- Upload materials and links to materials are both allowed in GOBLET portal
- GOBLET portal needs more content that is up-to-date

- But some people may store content on wiki sites or GitHub sites
  - These people can still create a page linking to these resources
- Institutional profile would allow trainers to upload their own materials and associate them with an institution
- Need to add institution tag
- Note that GitHub has no way to do many of these features, so this is the added value of GOBLET over other systems
- Barriers to using the GOBLET portal are:
  - Bandwidth or time to upload content. Manually time consuming compared to TeSS, which pulls links
  - Updating materials
- Could GOBLET screen scrape and then get trainer to fill in the blanks to meet GOBLET's minimum standards for endorsement and then materials get endorsed by GOBLET?
  - BatMat: is a Google-like scraper that pulls from trusted sites
  - It does not pull from places not listed as trusted
  - Could instead have a feature allowing people to suggest trusted sites

**ACTION (Tech):** Update GOBLET portal to pull content from trusted websites – this populates repository without curation. Then push a note to owners of content that they need to manually annotate their pulls – this provides added value of curation. Then add review system for trainers (us GOBLET members) and for users (students learning from materials we post).

- Need to add option for data-sets to GOBLET portal
- Need to add option for exercises linked to data-sets on GOBLET portal
- Need to integrate across course, materials, trainers, data-sets, exercises to get a complete teaching unit

**ACTION (Tech):** Increase options for content from materials, trainers, courses to include data-sets and exercises

- Technical committee should submit prioritized list of activities to Exec
- Exec will need to assess what is feasible to fund within confines of funds available and funds coming in
- Dimitar may be able to devote some manpower to help
- Vicky is advertising for a post at TGAC. If this person can programme, then they can help out
- Gabry can get interns from the University of Cambridge to help with curation
- Cath suggests to get Masters students to help with curation
- Divide into groups based on use-cases. Need to describe ideal functionality of the portal to meet the needs of use-case.

Breakout group outcomes: Trainer perspective

- Trainer wants data-sets & use-cases for many courses
- Search through word/text content of materials



- Search & filter GOBLET materials into lecture, practicals, data-sets, total packages with DOI = teaching unit
- Need descriptor for data-sets on how data-set was created, raw, privacy restrictions
- GOBLET portal needs link checking for dead links
- GOBLET portal needs to update identifiers so that they categorize as data-set vs. lecture
- Look at existing work on giving identifiers to data-sets

Breakout group outcomes: Manager perspective

- Manager wants institution tag
- Need to be able to group content from a given institution under the logo for that institution
- All trainers at that institution can be associated with that institution
- Stats for institution page
- Login for manager for authentication of users of institution page
- Send email to trainers to upload their profile to institution page
- Email check of trainers against institute address

What will be the priority of technical activities prior to ISMB? How much can the technical committee get done by ISMB?

## Agenda: Friday November 20, 2015

	<b>GOBLET AGM</b> <i>Breakfast at Hotel</i>	<i>Hotel Location</i>
9:00-12:30pm	<b>Session #3: Workshop Feedback and Follow-up</b>	
9:00-10:30am	<ul style="list-style-type: none"><li>• <i>Core Competencies workshop</i></li><li>• <i>Train the Trainer workshop</i></li><li>• <i>High School workshop</i></li></ul>	Cath Brooksbank Gabriella Rustici Marie-Claude Blatter
10:30-11:00am	<i>Coffee Break</i>	
11:00-12:30pm	Action Plan for upcoming year Closing & Wrap-up	Executive Nicky Mulder
12:30-1:30pm	<i>Catered Lunch &amp; Departure</i>	

### **Train-the-Trainer Feedback and Follow-up (Gabry)**

- Pre-course survey: what have you done and what will you do
- Expectations of TtT
- Post-course feedback – overwhelming met expectations
- Q: One thing I will take away that I did not know before?
  - Different learning styles & Kolb cycle
  - Defining learning outcomes
  - Long-term feedback is important
- ‘Thought showering’ instead of brainstorming
- Q: What else would I like to know?
  - How to run practical sessions
  - More hands-on
  - More on curriculum
- These ideas could be used for the next TtT session
- Q: What issues do you face as a trainer (individual trainer or trainer in a group)? What kind of support do you need as a trainer? What infrastructure and tools do you need as a trainer?
  - Community of trainers would provide: 1) trainer support and development; 2) training best practices & guidelines; 3) course development
- A lot of work to fill in all these descriptors for minimal standards for materials but you don't get a GOBLET stamp/endorsement unless all fields are filled in

### **Competency Feedback and Follow-up (Cath)**

- Competency is a skill/behaviour/attitude that allows you to achieve your role
- User/Scientist/Engineer roles used as examples
- Cath now has an action plan for how to improve the competencies and how to link these back to curriculum
  - Entry/intermediate/senior levels for each category
  - Define terms better

### **Distance Learning Feedback and Follow-up (Pedro)**

- Good interest in using tools to support distance learning