



GOBLET – Kick-off Meeting

Amsterdam, 28 November 2012

The meeting commenced with a brief 'tour de table', during which representative members introduced themselves and their organisations, as follows:

Terri Attwood: Chair, EMBnet
Marie-Claude Blatter: Observer, SIB
Erik Bongcam-Rudloff: Chair, SeqAhead; Director, SGBC
Michelle Brazas: Faculty, bioinformatics.ca
Cath Brooksbank: Head of Training, EBI
Aidan Budd: Member, BTN
Pedro Fernandes: Bioinformatics Training Programme Coordinator, IGC
Bruno Gaeta: Vice President for Education, APBioNet
Pascale Gaudet: President, ISB
Celia van Gelder: Project Leader Education, NBIC
Jaap Heringa: Director, NBIC
Eija Korpelainen: Observer, CSC
Fran Lewitter: Education Committee Chair, ISCB
Nicola Mulder: President, ASBCB
Patricia Palagi: Coordinator Education Activities, SIB
Vicky Schneider: Head of Training & Outreach (from 1 March 2013), TGAC
Gert Vriend: Director, CMBI.

Represented by proxy:

Sarah Blackford: SEB
Dan Maclean: TSL
David Lovell: ABN
Judith Kumithini: CPGR
Javier de las Rivas: SoIBio
Manuel Corpas: Itico

Origin of GOBLET: review of progress (Terri Attwood)

The meeting proper began with a review of progress made in the 6 months since the 'B3CB meeting' in Uppsala, Sweden, on 2 June 2012. At that meeting, it had been agreed to establish an umbrella organisation in an effort to 'join up' world-wide training initiatives. To that end, it had been agreed to:

1. synthesise and circulate meeting notes (2 weeks, T.Attwood)
2. draw up an MoU (3 weeks, T.Attwood)
3. agree a new name (4 weeks, All)
4. set up neutral place-holder website (4 weeks, T.Attwood)
5. establish the foundation (4 weeks, G.Vriend)
6. draft an open letter (6 weeks, T.Attwood)
7. convene kick-off event in Nov '12 alongside BTN AGM (NBIC)
8. agree list of participants (6 weeks, All)



Terri summarised the progress on these Actions: a place-holder website had been created by Itico Ltd., where the meeting report and presentations had been uploaded (www.mygoblet.org) [1,4]. A new name had been agreed: GOBLET, the Global Organisation for Bioinformatics Learning, Education and Training [3], and all the relevant paperwork had been submitted to formally register GOBLET as a Foundation in The Netherlands [5]. For practical purposes, and to facilitate the work of the outgoing BTN Organising Committee, an Acting Executive Board had been instantiated, as follows: Chair, T.K. Attwood; Secretaris, A. Via; Treasurer, C. van Gelder; Member, B. van Kampen. *Prior to the next meeting, all members should consider whom to formally elect to GOBLET's Executive Board.*

An MoU had been drafted [2], which had come into force on 6 July with 5 signatures – all members of the original B3CB meeting had since signed. News of GOBLET had spread, and further organisations had also signed: the most recent version of the MoU to have been uploaded to the website had 20 signatures.

An 'open letter' had been drafted [6], which was currently more like a meeting report. It had been suggested to 'beef this up' for a prominent journal, like *PLoS* or *Nat.Biotech.*, and to make a press release at some future point (meanwhile, the meeting report could be published more or less 'as is' in *EMBnet.journal*).

The GOBLET kick-off event had been convened, alongside the final BTN annual meeting, organised locally by Celia van Gelder and Jacintha Valk-van Beemen on behalf of NBIC [7,8] – many of the participants of the GOBLET meeting were members of the BTN, and had attended the BTN event during the previous two days (26-27 November). The latter provided an excellent foundation for the GOBLET kick-off event, bringing both recommendations for action lines to be continued under the auspices of GOBLET (see Appendix 1), and an enthusiastic and committed group of volunteers to help take those actions forward.

The overall purpose of this meeting was to discuss the prototype website, to discuss the structure and governance of the Foundation (in terms of types of membership, member rights, roles and responsibilities, member benefits and fees/contributions, etc.). The goal was to agree a set of action lines for GOBLET, to delineate the Committee/Task-Force structure necessary to achieve them, and to outline an action list per Committee/Task-Force.

Terri noted that interest in GOBLET was increasing, especially in relation to ELIXIR. At a recent ELIXIR-UK meeting in London, funding had been offered by UK Research Councils (BBSRC, MRC and NERC) to host an ELIXIR-UK/GOBLET Trainers Workshop at TGAC, UK, 25-26 March 2013. The organising committee included ELIXIR-UK leads, Chris Ponting (CGAT), Carole Goble (ICT Sector, University of Manchester) and Dawn Field (NERC EOS), together with Vicky Schneider-Gricar (future Head of Training and Outreach, TGAC) and Teresa Attwood (Acting Chair, GOBLET). All GOBLET members were to be invited.

Action Acting Exec: consider BTN recommendations

Action Acting Exec: establish nomination process

Action All: consider nominating candidates for the GOBLET Executive Board

Action Acting Exec: complete 1st draft article for PLoS/other journal & circulate



Design of the GOBLET Web portal (Aidan Budd on behalf of Itico)

Ultimately, GOBLET aims to become the 'go to' portal for bioinformatics training and education. The BTN website had provided a valuable prototype on which to build the GOBLET training portal, and participants of the BTN meeting had provided a set of recommendations regarding its content and functionality that could be taken forward. Fortunately, many of the same people have been working on both websites, so this has provided a measure of continuity of both expertise and ideas.

Aidan introduced the prototype GOBLET website, emphasising its preliminary nature and pointing out that everything could be changed according to participants' wishes - Rafael Jimenez (Itico) had set up a [Google Doc](#) with the website link and login details for members to explore further. In the discussion that followed, it was considered important to keep in mind the target audience and what the website should offer to users/visitors (*e.g.*, in terms of training events and materials, bioinformatics curricula, and so on). It was clear that a task-force was required to further progress details of the design and functionality of the current prototype. To get a 'flavour' of the kind of design that could be used, Aidan showed a number of templates: of these, most agreed that the [Photofolio](#) website was the most aesthetically pleasing.

Action Itico: progress the prototype based on meeting feedback

GOBLET Missions and Action lines (sticky exercise – All)

Prior to the meeting, participants had prepared 'homework' slides, indicating the possible contributions their organisations might be able to make towards GOBLET's mission (see Appendix 2). This part of the meeting was an interactive exercise aiming to crystallise a set of action lines under each mission component. The principal components were written up on flip-charts, as follows:

- i. provide a global, sustainable support structure for bioinformatics educators/trainers & students/trainees
- ii. facilitate capacity development in bioinformatics in all countries
- iii. develop standards & guidelines for bioinformatics education & training
- iv. act as a hub for fund gathering
- v. reach out to, amongst others, teachers at high schools, to bridge the gap to the next generation of bioinformaticians
- vi. foster the international community of B3CB trainers

On each chart, participants were invited both to indicate what GOBLET might do to achieve that specific aspect of its mission, and to attach the name of their organisation to those action lines to which they felt they could make a contribution (see Appendix 3). From this, the aim was to devise a committee and task-force structure that could begin to work towards achieving the proposed action lines. In combination with the homework assignments (Appendix 2), and the recommendations and actions of BTN2012 meeting (Appendix 1), the following main themes and champions emerged (see Appendix 3 for full inventory of actions):



i) global, sustainable support structure

Actions/tasks:

- website/portal/technical: Technical Committee
- PR committee
- taskforce: train the trainer. Champion: Cath (EBI). Members: Nicky (ASBCB), Celia (NBIC), Patricia (SIB), Pedro (IGC), Vicky (TGAC)
- recognition/accreditation (*e.g.*, badges – recommendation from the BTN). Names: Michelle (bioinformatics.ca), Nicky (ASBCB), Pedro (IGC).

ii) facilitate capacity development

- Champion: Erik (SGBC, SeqAhead). Members: Cath Brooksbank (EBI), Nicky (ASBCB), Pedro (IGC), Eija (CSC), Bruno (APBioNet)

iii) develop standards & guidelines

Action/tasks:

- Members: Cath (EBI), Nicky (ASBCB), Pedro (IGC), Celia (NBIC), Eija (CSC), Fran (ISCB), Erik (SGBC, SeqAhead), Bruno (APBioNet), Vicky (TGAC), Patricia (SIB).

iv) a hub for fund gathering

Actions/tasks:

- Fund-raising Committee. Champion: Patricia (SIB). Members: Nicky (ASBCB), Vicky (TGAC), Celia (NBIC), Erik (SGBC, SeqAhead), Pedro (IGC), Eija (CSC)
- Advocacy: we need to shape future funding policy – GOBLET should be the voice. Names: Erik (SGBC, SeqAhead), Pedro (IGC), Eija (CSC).

v) outreach to high-school teachers

- Task-force: teach the high school teacher. Champion: Marie-Claude (SIB). Members: Fran (ISCB), Celia (NBIC), Vicky (TGAC), Pedro (IGC)

vi) foster the international community of B3CB trainers

- Virtualisation task-force. Champion: Michelle (bioinformatics.ca) (Members: Bruno (APBioNet), Pedro (IGC))

Pulling the various threads together, the action lines and task-forces seem to fall logically into four main committees: i) Technical, ii) PR, iii) E&T and iv) Fund-raising. These can be roughly summarised as follows:

i) Technical Committee (Chair: ?)

Responsible for support and maintenance of website and training portal; mailing lists; online payment system; video-conferencing. Includes **Website Task-Force** (Champion, Rafael (Itico)) and **Virtualisation Task-Force** (Champion, Michelle (bioinformatics.ca)).

ii) PR Committee (Chair: ?)

Responsible for active promotion of GOBLET and its activities, including distribution of flyers, newsletter, liaison with conferences, *etc.*



iii) **E&T Committee (Chair: ?)**

Responsible for, amongst other things, developing **Standards and Guidelines** for bioinformatics training activities, and investigating **Recognition/Accreditation** mechanisms. Includes **Train the Trainer** (Champion, Cath (EBI)), **Train the Teacher** (Champion, Marie-Claude (SIB)), and perhaps also **Capacity Development Task-Forces** (Champion, Erik (SGBC, SeqAhead)).

iv) **Fund-raising Committee (Chair: ?)**

Responsible for oversight of funding opportunities and leading fund-raising activities. May also include **Advocacy**.

Action All: nominate Committee Chairs (or volunteer)

Action All: suggest better names for Committees

Action Task-Force Champions: contact members, agree action list and assign roles/tasks to members

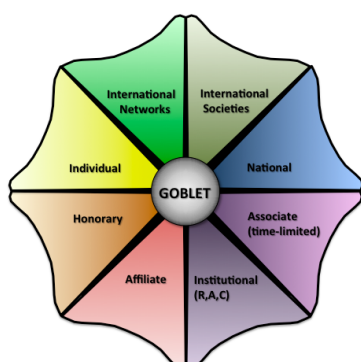
Structure and governance of the GOBLET Foundation (All)

At this point, participants reconvened to discuss the structure and governance of the foundation, the types of membership it should include, its member rights, roles and responsibilities, and its member benefits and fees/contributions.

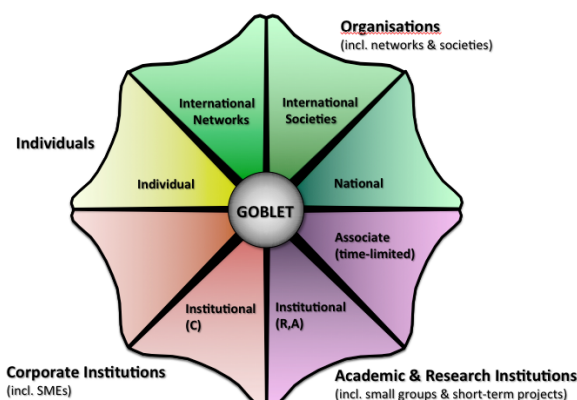
Types of membership

Several potential categories of membership had been proposed in the 'structure and governance' document circulated prior to the meeting – this provided a comprehensive overview of possible types of member, aiming to stimulate discussion on which would be most appropriate for GOBLET. In the discussions that followed, forms of membership were envisaged as falling into four main categories:

1. Organisation (incl. international/national societies and networks)
2. Academic and research institutes (incl. groups and short-term projects)
3. Corporate (incl. SMEs)
4. Individual



(a) Proposed forms of membership



(b) Rationalised forms of membership

These four categories encompass all but two of those originally proposed (honorary and affiliate), and split corporate from academic and research institutions; otherwise, they are broadly the same.



Roles

The roles that different types of member might have within GOBLET were considered. It was generally agreed that the representatives of Organisations, Academic/Research Institutions, Corporate Entities and Individual members could belong to task-forces, contribute materials, download materials, and so on (see Appendix 4 for details). Advocacy was not considered an appropriate role for Individual members.

Rights

The rights that different types of member might have within GOBLET were discussed. It was generally agreed that the representatives of Organisations, Academic/Research Institutions, Corporate Entities and Individual members could belong to task-forces, standing committees and hence to the Operational Board; they could also contribute materials, download materials and suggest projects (see Appendix 4). Selecting projects, however, was considered a role for the Executive Board. It was generally agreed that Individual members should neither formally represent GOBLET nor vote.

Responsibilities

The responsibilities that different types of member might have within GOBLET were discussed. It was generally agreed that the representatives of Organisations, Academic/Research Institutions, Corporate Entities and Individual members each had a responsibility to maintain content they uploaded to the training portal. General portal/system maintenance, reporting, finance and governance were, however, the responsibilities of the Executive Board. It was also generally agreed that the representatives of Organisations, Academic/Research Institutions and Corporate Entities should act as vehicles for internal and external communications and hence be representatives of GOBLET.

Benefits

The benefits of membership of the GOBLET Foundation were discussed. As detailed in Appendix 4, it was generally agreed that Organisations, Academic/Research Institutions, Corporate Entities and Individual members would benefit from their abilities to upload/download/share materials; to promote their work/events via GOBLET; to participate in meetings/workshops and share training experiences; to receive news of GOBLET activities (*e.g.*, via a mailing list/newsletter); to have their courses/materials endorsed by GOBLET (*e.g.*, via a recognition/accreditation mechanism, such as badges); to participate in collaborative funding applications; to speak with one voice through GOBLET. At some future point, were funds to permit it, it was considered that GOBLET might be able to offer fellowships to some members.

Fees/contributions

The financial support likely to be required by GOBLET, and the fees and/or contributions that members might reasonably be expected, or be able, to make towards this were discussed. A potential target budget was sketched, as follows:



Website	€5K
OA publications	€5K
Annual meeting	€10K
Administrator	€20K
Auditor	€1K
Total	€41K (rounded to €50K)

It was recognised that the cost of administrative support would vary significantly depending on the host organisation/country; the ability of member organisations to pay fees was similarly likely to vary. A range of potential fees was discussed: some participants felt that their organisations might be able to contribute an annual fee of €1K (NBIC, TGAC, EBI, EMBnet, SIB, CSC, ISCB, ICG, SGBC, APBioNet), others felt that €500 would be more realistic (ASBCB, bioinformatics.ca, SEB, ABN, ISB).

A rough poll suggested that members who'd currently signed the MoU might initially be able to raise a total of €12.5K in subscription fees. Additional funding would ultimately need to be sought by:

- further member subscriptions
- external funding
- sponsorship

Action Acting Exec: circulate meeting report, highlighting member benefits

Action Acting Exec: set up Foundation bank account, with robust rules so that payments made by the Treasurer must be signed off by the Executive Board

Action All: confirm willingness of your organisation to pay fee at level indicated

Action Acting Exec: send invoices in January for annual fee Jan-Dec 2013

Action All: look for possible administrative assistant in your organisation who could support the Executive Board

Date and location of next GOBLET meeting (All)

According to Dutch Law, the Foundation must have an Annual General Meeting (AGM). Participants therefore discussed where and when the next GOBLET meeting might take place. As an incentive, it was agreed that the annual fee for an AGM host would be waived for that year.

Michelle was aware of a Canadian scheme for funding one-off meetings – this required submission of a 4-page application form, with a February 2013 deadline. Fran also suggested that it would be worth pursuing whether the ISCB could host a GOBLET meeting attached to ISMB/ECCB2013 in Berlin. Terri added that the SEB would be hosting their annual meeting in Manchester in 2014, and a GOBLET meeting could therefore potentially be aligned with that.

Action Michelle, bioinformatics.ca: check eligibility and prepare application

Action Fran, ISCB: investigate hosting a GOBLET meeting at ISMB/ECCB2013

Action Terri: explore with SEB logistics of hosting 2014 meeting in Manchester



Appendix 1

BTN2012 action list

Appendix 2

PDFs of homework slides

Appendix 3

Action lines from sticky notes session



Appendix 4

Summary of the roles, rights, responsibilities and membership benefits.

Roles

Summary of roles that different types of member might have within GOBLET:

Role	Individual	Organisation	Academic	Corporate
Task-force member	yes	yes	yes	yes
Contributor of materials	yes	yes	yes	yes
Management	unclear?	yes	possibly(?)	possibly(?)
Funder/sponsor	yes	yes	yes	yes
Advocate	no	yes	yes	yes
User/taker/consumer	yes	yes	yes	yes
Integration	yes	yes	yes	yes

Rights

Summary of rights that different types of member might have within GOBLET:

Rights	Individual	Organisation	Academic	Corporate
To vote	no	yes	yes	yes
To sit on the Operational Board	yes	yes	yes	yes
To formally represent GOBLET	no	yes	possibly(?)	possibly(?)
To upload materials	yes	yes	yes	yes
To download materials	yes	yes	yes	yes
To belong to a standing committee	yes	yes	yes	yes
To belong to a task-force	yes	yes	yes	yes
To suggest projects	yes	yes	yes	yes
To select projects	no	no	no	no

Responsibilities

Summary of responsibilities that different members might have within GOBLET:

Responsibilities	Individual	Organisation	Academic	Corporate
Representing GOBLET	no	yes	yes	yes
Financial	no	no	no	no
Reporting on GOBLET activities	no	no	no	no
Internal/external communication	no	yes	yes	yes
Governance	no	no	no	no
Web portal/system	no	no	no	no
Content maintenance	yes	yes	yes	yes
Respecting Creative Commons	yes	yes	yes	yes

Benefits

Summary of benefits of membership of the GOBLET Foundation:

Benefit	Individual	Organisation	Academic	Corporate
Upload/Download/Sharing material				
Visibility/PR (promote work/events)				
Participate in meetings/workshops				
Stay up-to-date (mail list, news, etc.)				
Recognition/Accreditation				
Collaborative funding applications				
Ask for GOBLET fellowship				no
Networking/Sharing expertise				
Speak with one voice				