

GOBLET AGM 2018 - November 6-8, 2018

Toronto, Canada

Tuesday November 6, 2018

Roll Call (Terri)

- 23 organization members in GOBLET
- 14 needed for quorum
- 20 member organisations present or represented

Member Organizations Present:

1. APBioNet - gaog@mail.cbi.pku.edu.cn - present (Asif)
2. bioinformatics.ca - francis.ouellette@gmail.com - present (Francis Ouellette)
3. BioSB - celia.van.gelder@dtls.nl (partly present by Zoom)- proxy to Charlotte (present);
4. CSC - eija.korpelainen@csc.fi - present (Eija)
5. EMBnet - teresa.k.attwood@manchester.ac.uk - present (Terri)
6. GTN - clements@galaxyproject.org - present (Dave)
7. H3ABioNet - nicola.mulder@uct.ac.za - proxy to Verena (present)
8. ISCB - Michelle.Brazas@oicr.on.ca - present (Michelle)
9. ABACBS - Annette.Mcgrath@csiro.au - partly present by Zoom (otherwise proxy EB)
10. UCam - gr231@cam.ac.uk - partly present by Zoom (otherwise proxy EB)

Individual Members Present: None.

Represented by Proxy:

1. CMBI - proxy Charlotte
2. EI - emilyj.angiolini@earlham.ac.uk - proxy EB
3. EMBL ABR - sonika.tyagi@monash.edu - proxy Terri
4. IGC - pfern@igc.gulbenkian.pt - proxy Terri
5. ISB - mcmunozt@lbl.gov (no longer Moni; it is Sandra or Nicole) - proxy EB
6. QFAB - d.gorse@qfab.org - proxy EB
7. SIB - patricia.palagi@isb-sib.ch - proxy Michelle
8. SoIBio - jrivas@usal.es - proxy EB
9. TSL - dan.maclean@tsl.ac.uk - proxy EB
10. WTGC - rebecca.twells@wellcomegenomecampus.org - proxy EB

Secondary representatives without voting right: bioinformatics.ca - Ann.Meyer@oicr.on.ca - present (Ann)

Absent (and no proxy):

1. EBI
2. Hellenic Society
3. OMICtools

Observers present without voting rights: ELIXIR - Niall Beard

Approval of Minutes - Terri approved, Asif seconded

Matters arising and amendments to agenda

- Think about standards committee chair
- Present proposal for next year AGM (1:30pm); vote
- Dave: Galaxy Group in Germany doing training as a service; Good experience with training infrastructure
- Verena: H3ABioNet discussion points

Executive Board Report

- Refer to Executive Report slide deck from Terri Attwood:
https://www.mygoblet.org/sites/default/files/goblet_events/GOBLET2018AGMExecReportRec04Nov2018Red.pdf
- Almost all actions from last AGM were achieved; Have not done the 6 month Zoom conference but given today's sound problems maybe that was a good thing!
 - GOBLET is now responsible for an F1000 channel (<https://f1000research.com/collections/bioinformaticsedu>) ; Are there fees associated with peer reviewed documents? → **ACTION** on Annette to check
 - 5 year report: Terri pulled together all reports, election details, conferences, all organizational members, etc. over last 5 years (<http://dx.doi.org/10.7490/f1000research.1115534.1> & <http://dx.doi.org/10.7490/f1000research.1115533.1>)
 - Google folders setup for all committee documentation
 - Allegra Via appointed to chair individual members committee
- Other activities included:
 - Conference booths:
 - GOBLET held a joint booth with ISCB Education COSI in Chicago; ISCB should have better materials, could have a banner from ISCB; → **ACTION** on Michelle to inquire if a joint booth is possible for 2019, and to get better materials for ISCB
 - GOBLET held a booth at ECCB in Athens and we had two posters
 - Exec worked with PR committee on newsletter
 - GOBLET worked with Standards committee to develop schemas for course, course instance and training materials; want to draft a joint paper with ELIXIR, or standalone paper on GOBLET contributions to Bioschemas
 - Technical committee opened a process for re-designing and developing website; 3 bids received, 2 within budget, 2 based on Wordpress; selected Antonio Santovito as he redeveloped another website within bioinformatics community
 - GDPR legislation looks to protect data and privacy of personnel interacting with GOBLET; Executive sought responses to remain in contact with GOBLET; only 50% response; → **ACTION** on Terri to follow up with other 50%; Exec posted GOBLET privacy policy in footer
 - Held several E&T workshops: 1) GO-TRAIN kick-off workshop, Leiden, January 2018; 2) CPD workshop for school teachers, Dunfermline, March 2018; 3) Applying bioinformatics and data

science competency frameworks to ELIXIR Training, Amsterdam, April 2018; 4) the NBIS training workshop, Stockholm, September 2017 (building a Mastery Rubric for bioinformatics); and 5) the ELIXIR-GOBLET TtT mini-workshop, Oeiras, November 2017 (from KSAs to learning paths); 6) advanced bioinformatics workshop (together with ELIXIR and H3ABioNet on theme of machine learning), as part of the CODATA-RDA annual data science summer school, Trieste, August 2018; 7) Worked with ISCB Education COSI to have a full day at ISCB 2018 - very US centric presentations; will likely shift as ISMB is in Europe in 2019; 7) GOBLET presentations at STAO 2018

- GOBLET has activities planned for the coming year - 1) Need to plan presence at ISMB/ECCB 2019 - Ann has ideas about booths; need to work closely with Education COSI and its agenda; need to make GOBLET's role more prominent such as sponsoring a speaker; ISMB/ECCB co-chair is Nicky so we can work with her; 2) Plan for next edition of the data science summer school; 3) following Bioschemas session, we will publish a paper jointly with ELIXIR colleagues; 4) Continue to work on rubric paper with Rochelle T.; and 5) Plan what we want to do for AGM 2019
- Challenges from Exec - 1) functioning efficiently without admin support, particularly difficult with membership and its complication with GDPR; 2) difficult to function efficiently with committee chair turnover; now need to also consider Standards chair as Sonika is stepping down; and 3) handling implementation of GDPR; Ann has been helping with mailchimp setup.
- Priorities going forward: 1) roll out new website; 2) roll out resources for trainers and teachers; 3) raise funds to meet our objectives
- Elections come up next year and 3 year terms for Celia and Annette are up for re-election, Michelle and Terri are not eligible for re-election; 3 year terms of PR and FR chairs also expire and are eligible for re-election; need new chairs for Technical and Standards committees
- Thanks to members whose annual subscriptions allow us to function
- Comments: Should we leverage conferences that others in GOBLET attend? Yes. How to formalize this? Need to create a DB of conferences, and have columns for "is there an education section at the conference?" and "is there a GOBLET member attending?" and "can we insert a poster and also a tutorial or workshop component?" → **ACTION** on PR committee to gather this content (see below under PR committee report for notes from Ann on this)
- ANVIL (NIH grant that Galaxy is a part of) has outreach to underrepresented groups

Financial Report

- [Refer to Slide deck from Celia van Gelder](#)
- List of roles and people who have worked on financial aspects over the years; Barbara is missed
- In 2018 we consolidated financials and membership spreadsheets into one master sheet
- Jacintha developed a comprehensive spreadsheet; Celia uses this to mail merge for approaching membership for renewals and making invoices
- Not a professional membership management system, this was too expensive
- Annette will help with membership in 2018 onwards; will also seek a commercial membership management system to help if useful to GOBLET, she is familiar with a specific system that ABACBS uses
- Minor changes in Organizational membership: there are now 11 bronze, 3 silver, 7 gold, 2 platinum members

- Individual membership is up!
- Individual memberships do not follow calendar year, but rather 365 days post membership sign on
- Organizational members follow calendar year for membership, and this is being straightened out
- Platinum members: 1 fee waiver for bioinformatics.ca because hosting AGM 2018
- Gold member - ISCB waived fee because of joint booth at conference
- Bronze member - Hellenic society fee waived because of ECCB booth
- EMBnet has platinum rights for 4 years but paid bronze; expires December 31, 2020
- Spent months contacting organizational members: 3 not reached and not considered members in 2018
- One new organizational member - OMICtools
- One member used low/middle income request
- 3 members paid upfront for multiple years
- 3 membership fees waived as noted above
- Individual memberships - Allegra Via is champion; she has approached individual members; sought if they want to be involved in individual membership strategy for GOBLET; currently 22 individual members, which is up from 2017
- No policy in place to keep individual members; do they see a benefit of GOBLET; do they feel part of GOBLET? Allegra's role is important so that this group can be a visible GOBLET stakeholder group
- Full financial report for 2018 plus 2014-2017
- Expenses: Refer to red box for final expenses 2017- 10K Euro for 2017 for technical intern; 1100 Euro for 2017 for PR materials for booths
- Prognosis for 2018 (in November 2018): 10,2K Euro proposed for 2018 for technical website;; 1500 Euro proposed for PR materials for booths in 2018
- 2018 is under-spent based on proposals given in 2017
- From last year, there was money set aside to fund projects, but in reality we did not fund any projects; need to decide on projects to fund in 2019 so we actually spend funds
- No one asked for funding; If groups can represent GOBLET at conferences, then people should ask to receive support for this
- Last column is estimated budget for 2019: Technical support will need 7K Euro plus Linode fees, which would include maintenance costs; expect that AGM 2019 will cost a bit more; final component of EMBnet donation will be 8K Euro; propose to fund 2 projects of 5K Euro each; budgeted 5K Euro travel funds for exec and OB chairs, as attendance at AGM 2019 will be important
- Revenues: 2017 - final was 40K Euro; 2018 - expected 20K Euro in membership but this was only 10K Euro; no grants to support AGM were received in 2018 although applied for; in 2019 need to apply for grants to support AGM; expect 20K Euro in membership in 2019; missing data for what bioinformatics.ca is spending on AGM 2018 this will be added later; Money put up by host can be considered a grant/sponsoring.
- Total revenue vs expenses: 2017 concluded with 84K Euro in bank; 2018 expected to conclude with 60K Euro in bank; 2019 expected to conclude with 42K Euro in bank, which includes funding 2 projects of 5K Euro each.
- Need to discuss our minimum baseline in bank
- Need a membership management system; Annette will investigate whether Membership Works system is appropriate for our needs
- A new mailing list has been set up by Ann; each Exec member has access to manage mailing lists
- Project proposals - 2 planned at 5K Euro each for 2019. Beginning with list from 2017 AGM, some proposals are in progress
- Strategy for acquiring new members - strong role for PR committee here for creating materials that Exec can send out to new members
- For AGM Gold members, if you would like to claim 500 Euro for travel costs, then send email to Celia

- **Question Period:**
- Q (Francis) - What is the total liability that GOBLET carries forward?
- A (Celia) - For AGM + Linode servers + technical support for website ~10K Euro; although could have AGM virtually; need baseline for AGM; No auditors costs; we are a legal entity but are tax exempt
- Q (Asif) - in terms of member numbers, individuals look good and rising slightly; organizational members is consistent but the revenue from organizational members is declining because of waivers; where do we stand with pursuing national bioinformatics societies? Most countries have national societies like India, Indonesia, etc. and their membership fees are pretty reasonable; could come on board as individual members; Asia is completely lacking as a member
- A (Celia) - We have not actively pursued these groups and need to do so; need an action plan to do this and take it forward; if there are a number of organizations that should clearly be members, then each of us should help to recruit them → **ACTION** on Celia to follow up with Asif on membership of Asian societies
- Q - organizational member benefit of being a part of GOBLET; individual members don't feel a part of GOBLET; GOBLET is not happening all the time in Asia and so GOBLET activities are an easy sell to encourage more activities.
- A (Celia) - if individual membership is easier in Asia this is great, then Allegra can reach out to organizational members to get individual members on board
- Q (Asif) - Admin support is a big sum of money; paid for in 2017; one way to cut down this cost is to hire from Malaysia or other places where salaries are cheaper.
- A (Celia) - no admin hired in 2018, 500 Euro paid for Jacintha; rest of expense was technical website redevelopment plus one payment to 2017 technical admin support that was paid in 2018; once larger task of website development is done, then this figure should drop down; if we consider Terri's suggestion to hire admin support then we should follow up with Asif
- Q - Regarding funds for 3 projects - were there calls for proposals to spend this funding?
- A (Celia) - We did not pull out call, so this is definitely the reason why we did not spend money here
- Q (Ann) - Since we didn't call for project proposals, do we want to have an open call on website for people to submit proposals? If yes then should we have an ad hoc committee to review proposals, and this could be a mechanism to get new members
- A (Celia) - Should review proposals from old list from 2017; some of these proposals were done although not with GOBLET funding; should be supplemented with open call and other ideas

PR Committee Report

- Ann is chair, Annette is liaison, Asif and Maina are committee members:
https://www.mygoblet.org/sites/default/files/goblet_events/GOBLET_Committee_Report_PR_2018.pdf
- PR committee is in charge of helping people become aware of GOBLET
- Scope of PR: facilitate promotion of conferences/events; suggest new conferences and events where GOBLET may be represented; provide members with advertising materials and tools;
- Produced banners in North America and duplicated in Europe; Asif will print set of banners in Asia
- Developed a brochure for use at conference booths
- All PR materials are in the Google drive folder
- Migrating Google contacts into mailchimp; all Exec members and PR committee have access to mailchimp to help manage mailing lists
- Plans for 2019: 1) Newsletters - 2-3 per year, need to use for advertising of members and recruiting new members; 2) Booths - continue doing conference booths, will be project to collect conferences where GOBLET can have more presence, how do we attract people to our booths; common question is

what training does GOBLET offer?; 3) GOBLET representation by members - make it easier for members to advertise GOBLET at conferences; leverage individual members; ensure members have GOBLET logo and slide deck

- **Question Period:**
- Ann does not feel managing membership is role of PR
- Celia does not mean that PR should be doing recruitment; whatever strategy is developed should work with PR to develop materials that can be used by others
- Q (Dave) - one of the slides spoke about promoting GOBLET itself; should PR promote GOBLET members;
- A (Ann) - newsletters don't go out frequently enough to promote members; if a member wants GOBLET to tweet out their upcoming events, then member should notify PR committee about this; send email to PR; could create hashtags that everyone can use in their tweet posting and then GOBLET can pull these tweets in to its feed; could also hashtag GOBLET twitter account
- Q (Verena) - do we have guidelines for social media that help members work with PR materials?; Some parts of the world use different social media: Verena uses Facebook, Twitter and YouTube; thought about Instagram account, tried LinkedIn; by implementing strategies H3ABionet increased 500%
- A (Ann) - no there are no guidelines; → **ACTION** on Verena to share with Ann the guidelines; Verena to join PR committee! Social media is a tremendous way to grow membership. YouTube channel - not required, although from technical website this will be needed to store videos; Youtube channel is an easy way to get new members as seen by bioinformatics.ca; Instagram is for photos which we don't have lots of; Facebook needs to be linked to Instagram if doing this. The new GOBLET website supports YouTube. We could use the Executive Highlights that are being sent around to fill the twitterfeed.
- A (Asif) - at InCoB, keynote speakers gave 5 min interview and this was posted; AGM could be an opportunity for us to record GOBLET members and post
- Content on social media channels has to come from GOBLET and needs guides to track posts
- GOBLET should be mentioned on the websites of its members → **ACTION** on PR committee to provide instructions on how to do this; members should describe as affiliated with, as in demo of bioinformatics.ca; Could be added to guide ~how to list GOBLET logo on your website and link to logo
- Q (Asif) - will we have advertising space on new website, as this could be one way to generate revenue? Has this been thought of? At the moment, all partner pages link out to organization websites; Journals, for example, want to advertise on websites and link into social media; Repositve came to APBionet for sponsorship; Space is there and social media is there. See examples in APBioNet website
- A (Michelle) - As a member of GOBLET, you have the right to have your own page on GOBLET; Asif was unaware that members have accounts and can login and advertise themselves -> **ACTION** on Exec to make a doc with rights, how to make an account, how to make their organisation page etc.

Fundraising Committee Report

- Given by Terri Attwood:
https://www.mygoblet.org/sites/default/files/goblet_events/GOBLET_Committee_Report_Fundraising_2018.pdf
- Bruno is head of FR committee
- Materials to support potential future grant applications have been collated, including boilerplate text about the organisation, and CVs from GOBLET's officers; text is just about GOBLET; beyond that, it would need to be tailored to a particular grant call
- Potential focus for funding and fundraising have been shortlisted
- Identifying a fundraising strategy is difficult, as GOBLET does not fit most fundraising schemes

- Focus on improving communication with other committees like PR, LET and ISCB Education COSI
- Mission of Fundraising committee - to raise funds to sustain GOBLET and its projects;
- Objectives for 2019: 1) To work with PR committee to obtain advertising money; 2) Engage with LET committee regarding train the trainer and teacher in terms of fundraising; 3) Sort out communication channels with ISCB and the Education COSI regarding the education conference and relevant sponsorship
- Scope of Fundraising committee - 1) Assist the Executive and other committees in raising funds for their activities; 2) Identify potential sources of funding; 3) Work with other committees to develop materials that can be used in support of fundraising
- Draft budget - none at this stage, as most aspects fall under PR committee

- **Question Period:**
- Q (Asif) - for fundraising, most funding structures are not appropriate for GOBLET; some entities have funds for education; example is NIH and applied through NSF to help students; how far have we gone into looking at these opportunities? Need to identify entities that can create support for us
- A (Terri) - Advocacy has not been done; NIH applications require having a USA partner; APBionet was approached by US side because needed a developing country participant; yes this is an opportunity if GOBLET has a USA partner
- Q - Could we work more closely with ISCB and international organizations for funding? Also companies like Zeiss - APBionet just wrote a letter and they gave away dollars as it is a tax write off; need to be done through people who know people; this works better
- A (Terri) Yes there are global organizations and companies, and we should be looking at them for funding; Briefly looked at Commonwealth of Learning; have written a letter but not sent it → **ACTION** on FR committee to solicit some organizations and companies to see if they would support us
- Q (Dave) - foundations are not tied to nations and have funds for stuff like GOBLET; does anyone have experience with transnational foundations? Foundations would be open to funding international activities; could leverage GOBLET members
- A (Terri) - We should explore this. For example, if we can demonstrate a benefit to Indonesia, then it could be powerful leverage for foundations or companies based in Indonesia
- Asif has some ideas for fundraising and could replace Ann as PR rep on FR committee

Technical Committee Report

- Michelle is Acting Chair; Annette McGrath, Francis Ouellette, Paul Judge are committee members
- All tasks from AGM 2017 were completed:
https://www.mygoblet.org/sites/default/files/goblet_events/GOBLET_Committee_Report_Technical_2018_v1.pdf
- Mission of Technical committee: Support GOBLET through the maintenance and development of its website
- Objectives for 2018: To rebuild the GOBLET website. This involved:
 - Review technical features list
 - Check with Exec and OB chairs on features needed compared to list
 - Solicit Web development bids against technical feature list
 - Execute on website redevelopment
- Scope of Technical committee: 1) Provide the infrastructure to support the delivery of GOBLET's mission and maintain GOBLET's Web presence: e.g., provide an open Training Portal to support trainers and trainees; 2) Maintain dialogue and build synergistic relationships with related training portals (e.g., TeSS); 3) Collaborate with relevant initiatives to promote the discovery of training materials and events (e.g., Bioschemas)

- In new website, decision point was made to mirror TeSS
- Ongoing budget will need to include maintenance fees and server hosting fees for website
- **Question Period:**
- Q (Ann) - GOBLET has funding for extra projects; should hire someone to put content in GOBLET's portal, repost to GOBLET's portal
- A (Michelle) - GOBLET will scrape from TeSS, so no need to pay someone to repost in GOBLET. TeSS also scrapes from GOBLET, so everything in GOBLET is also in TeSS. Eija does have to put link to materials into TeSS because it is ELIXIR funded; want to avoid redundancy by placing in only one location. Asif - if TeSS is the larger entity, then just post there
- Q - Why do we need GOBLET portal? Seems to be the same as TeSS
- A (Michelle) - Should focus GOBLET portal on training materials for trainers, since this is what GOBLET is about. Hosting materials is troublesome, as URLs need to be maintained and storage costs are high. GOBLET should not be hosting organizational member materials. We should be hosting GOBLET materials. We would like those to grow. Focus of GOBLET website should be on trainer materials;
- A (Eija) - the portal should be there for train the trainer materials; should be focus. Maybe when GOBLET started, TeSS did not exist; TeSS has taken over the portal role; when someone else is doing the job, then let that group do the job; difficult to compete; GOBLET still has larger role on train the trainers
- A - Linking to TeSS is a good idea; need to distinguish GOBLET materials
- A (Terri) - Initially had plugin iAnn for bioinformatics events; got replaced by TeSS. It was never a goal to compete with TeSS, as this was designed as a registry; GOBLET was intended to be a repository for trainer materials; GOBLET-branded materials should be cross posted in GOBLET and F1000
- Consensus - point to TeSS for training events and material information; GOBLET will host trainer materials, trainers as resource; ELIXIR can point to GOBLET for trainer aspects; GOBLET points to ELIXIR for TeSS
- Q (Charlotte) - first look at current website is that GOBLET is really dead; pictures from 2012; understand now that need to use new website to show that GOBLET is offering a lot; first glance on website now is that it is old
- A (Michelle) Reluctant to upload new content now as being migrated to new website. New website at first look should showcase how active GOBLET is. Train the trainer materials will be kept in GOBLET; eventually train-the-trainer content will need to be archived; need to develop search engine so people can find content
- Q (Verena) - wondering if forum could be labeled as help tool for paying members? A non-member could not seek expert opinion, for example, on bioschemas group or how do I make my data fair/bioschemas? Give GOBLET members a leg up to other organizations
- Q (Asif) - forum: Biostars has become a place for people to ask questions; GOBLET can differentiate its forum as a train-the-trainer forum; help would be better; disclaimer: Asif was supposed to be one of the contenders for the tech web re-development, but eventually did not proceed; new website is trying very hard to retain old website aspects; not very modern, fresh page; how mobile-friendly is the new website?
- A (Michelle) - new website has a modern look but needed to retain existing content; Overall much better but still too content heavy; how do we make this easy for people to find content?
- Q (Eija) - new website has identical look and feel across pages; is Antonio working with PR committee to coordinate with newsletter?
- A (Michelle) - Not at this time. → **ACTION** on Michelle to communicate back to Antonio that tweets are in different fonts and too large relative to the rest of the website; color scheme and fonts need to be standardized; ensure new website is mobile-friendly

- Q (Dave) - Galaxy has Biostars and Gitter; both are very active; more posting in Gitter as a chat place; Gitter has different channels - general channel, training network channel where trainers post to; could breakdown forum by subcommunity (update: Galaxy has moved from Biostars to Discourse)
- Q (Asif) - do we know if the new website is search engine and social media optimized? Wordpress allows for this. If we search for GOBLET currently, we don't find GOBLET website, unless we add bioinformatics. Do we need to change our name? It's too late for that, but optimising the website for search engines would help people find it easily.

Standards Committee Report

- No report received; Terri Attwood provided commentary
- Sonika is chair of Standards committee
- First meetings began after 6 months
- Principal focus has been around Bioschemas work; Niall became involved in Bioschemas task force within committee; held meeting with Bioschemas group; Dedicated workshop tomorrow on Bioschemas
- Sonika has indicated that she will be stepping down as chair;
- Sonika wants to designate in her absence Niall as the acting chair; until now Niall has been an observer and is not eligible to be a chair; Niall must join as an individual or have his organization join in order for him to become chair; Persuading ELIXIR UK to join would not be straightforward.
- Any volunteers for Standards committee chair?
- What is vision or mission of standards committee? Apart from Bioschemas?
- Standards committee was to have worked with Technical committee for descriptors for website content
- Standards and technical committee could merge; previously had this arrangement
- Standards work was also about looking at guidelines and resources for trainers, which is work that could fall under LET
- Do we vote on this? Vote to dissolve Standards committee and move tasks into other committees (Technical and LET)
- Niall would need to become a member of Technical committee
- Would also reduce the number of volunteers needed to support GOBLET activities
- Proposal from Francis - propose to dissolve Standards committee; Bioschemas task force report into Technical committee as a task force; in the future consider implications of standards on LET committee; seconded by Terri → Unanimously agreed
- **Discussion:**
- (Michelle) - concern is that Technical committee is struggling with only having an acting chair, and LET committee has not been active, with confusion over leadership.
- A - Could be that Bioschemas could be a task force under Technical committee; Bioschemas group would need someone to participate in Technical committee calls and report in. Task force currently includes Terri, Annette, Ann, Niall as an observer; it needs LET committee presence, as LET contributes knowledge of teaching materials
- Q - Why was Standards committee created in the first place? Standards is much larger than Bioschemas; much better placed in LET committee
- A - Committee names and scope were discussed during the Berlin meeting, in July 2013. At that time, the LET Committee's scope included development of standards for bioinformatics training activities and resources; however, as standards span both LET and technical domains, it was decided to establish a new Standards Committee.

LET Committee Report

- No report provided. (Update: Nicky Mulder emailed a report the following day - https://www.mygoblet.org/sites/default/files/goblet_events/GOBLET_Committee_Report_2018LET.pdf)
- Pedro is chair, but has been asked to step down; Nicky Mulder and Allegra Via are co-chairs

Report on EMBnet sponsored project from Terri

- EMBnet project commenced August 2017
- 2 year project included potential creation of Critical Guides, train high-school teacher materials, train-the-trainer materials, workflows for different topics with ELIXIR
- The Critical Guide concept built on EMBnet's Quick Guides - the latter weren't designed as learning materials with learning outcomes, teaching objectives, exercises, etc.
- Previous work developing materials for the UK's Higher Apprenticeship Scheme also informed how Critical Guides would be developed
- 6 guides have been completed
- Decided to place all contributor logos at the end of each Guide, and to use a GOBLET *endorsement* logo on the front cover
- All materials have been uploaded to F1000 collection for bioinformatics training; also uploaded to GOBLET portal and thus scraped into TeSS portal; also added a news feature on the GOBLET website and added an announcement on the EMBnet website; printed a small number of guides and used at ECCB 2018 conference, where they proved very popular
- During the poster session at ECCB 2018, Monique Zahn (SIB) congratulated the professional design and layout of the Guides, and said she'd like to produce a Critical Guide for NextProt
- A new training resource for high-school teachers had also been produced using materials from STAO 2014 presentations; the challenge had been to convert content from HTML to publishable content
- The new material is to be one of a new series of Practical Guides, which will have a slightly different look and feel to distinguish them from Critical Guides - more hands on; more supplementary boxes; logos of contributor organisations; bios of authors, etc.
- Next steps - finish content for high-school materials from SIB before end of year, begin project on Raspberry pi education project by gobletising materials from Daniel Barker; continue working with train-the-trainer materials from ELIXIR; reminder of the possibility for Ann to help create a GitHub Critical Guide
- Dependent on input from others. If you would like to contribute content for Critical Guides, please sign up and check the [instructions](#).

- **Question Period:**
- Q (Dave) - Dave would like to create a critical guide for Galaxy. What is an appropriate resource or topic?
- A (Terri) - Anything that falls under a bioinformatics resource. Dave could ask people to produce 7 page guide on various topics from Galaxy. Must adhere to guidelines: statement of teaching goals and learning outcomes, description of what guide is about, exercises, key terms and definitions, take home messages, references and further reading; no unfair data used in exercise
- Q (Asif) - remember seeing this at last AGM 2017; happy that numbers have increased; valuable resources; how do we make critical guides reach out to larger audiences; does not recall receiving notice of these coming out; is there consideration for publishing this as a book as there are many free publishing companies (www.lulu.com); does F1000 prohibit you from publishing elsewhere?
- A (Terri) - The Critical Guides have been announced via the GOBLET website, the EMBnet website and via Highlights from Exec Desk emails. Announcements have not been tweeted; need to notify Ann to

tweet about it; noted that Asif didn't respond to email on receiving GOBLET emails so was not in compliance with GDPR guidelines, which is why he could not receive direct email notifications about Critical Guides or anything else!

AGM 2019

- Proposal from Asif for AGM 2019
- Powerpoint presented at InCoB -
https://www.mygoblet.org/sites/default/files/goblet_events/GOBLET2019AGM_Co-lacalized_with_InCoB2019_Jakarta.pdf
- YARSI University in Jakarta, Indonesia will be hosting [INCOB 2019](#)
- Discussed bringing GOBLET AGM to Asia and combining with InCoB as colocalized event
- Dates are 9-11 September 2019 for GOBLET; Monday Sept 9 is opening of GOBLET AGM, 2nd day is first day of InCoB; 3rd day closes GOBLET and is 2nd day of InCoB; InCoB closes on 12 September
- Other conferences happening are SEAPharm, Genomic Medicine Conference (GMC)
- Indonesia has wonderful places to visit
- Many groups pursuing bioinformatics in Indonesia
- Jakarta has easy transit including airports, trains, cars
- YARSI University has large space for accommodating GOBLET and InCoB; have previously hosted bioinformatics events
- Visa - should not be problematic
- Financial Support - YARSI university will provide manpower, logistics, provide financial support for travel and accommodation for one GOBLET person; plus hotel accommodation for 10 individuals. Breakfast, lunch provided for duration of event. Dinner sponsored for 1st and 2nd day of GOBLET.

- **Question Period:**
- Q (Dave) - financials - are these dedicated for GOBLET and separate from InCoB? For Galaxy community combining with InCoB is a benefit
- A (Asif) - Expectation is one InCoB keynote speaker from GOBLET (Terri, although it is noted that Terri may not be able to travel to Indonesia);
- GOBLET to organize a workshop; how do we make the most of it? Should we offer more workshops? InCoB will put out a call for workshops that GOBLET could submit proposals
- Q - What are the expected numbers?
- A (Asif) - InCoB has 200-300 people; typically 200 local and 100 participants from outside country; more students compared to researchers
- Q - safety?
- A (Asif) - Safety is a common concern; in general safe, but not as safe as Singapore. During period of GOBLET, you would be with the local host and thus would be safe; what you do outside of the event will be your responsibility.
- Q - What other avenues of sponsorship are there? How can we help secure other funding? It would help if we could secure more travel sponsorships
- Q (Asif) - What is the process from GOBLET's point of view to decide on the proposal to host in Jakarta?
- A (Terri) - There has already been tacit approval, but we should have a vote to formally approve this.
- No other proposals on the table, so we simply have to put this to a members vote.
- Q (Asif) - Do you feel the financial support is sufficient?
- A (Terri) - Yes it is on par with current support; but more support is always helpful
- Proposal for vote - Do you agree to have GOBLET AGM 2019 in Jakarta, Indonesia?
 - YES = 18

- ABSTAIN = 2
- NO = 0

Membership recruitment discussion

- Slides Celia: <https://drive.google.com/file/d/1G5F87EIRUtPDFQllfLpWPrhIVvvt7j6/view>
- Other relevant links (are also linked in the ppt):
 - 5-yr report: <https://f1000research.com/documents/7-735>
 - Document on GOBLET Benefits (AGM 2017 bullet list):
<https://docs.google.com/document/d/1UelKdmvR4ypsXqkcZND7W6DEACHyOsJXutumRRhwkLU/edit>
 - Working document for value proposition:
https://docs.google.com/spreadsheets/d/1bDt-0y_mpXbyPwq-2nr_2NwNgSL1Hsx6K42jOEICKLU/edit#gid=0
 - Document Fundraising Committee (2017 and before):
https://docs.google.com/spreadsheets/d/11kppS-ZNX2GURG10vOckLfK7ehqMk9MmM_q4veeoiMl/edit#gid=1420967356
 - Working document for collecting potential new members:
https://docs.google.com/spreadsheets/d/1B1XSRDy_q_MX_1zYVx_nXr0ICjwW_R4fsMeYSU7kqM/edit#gid=0
- We want to grow both GOBLET individual and organization membership
- Each of us needs to convince our own boards to remain involved in GOBLET (as previously discussed at past AGMs)
- PR committee has already made materials that the rest of us can use in approaching new members
- Value proposition - we have Google doc from AGM 2017 listing membership benefits at national, organizational and individual levels - all of this is documented in detail in the 5yr report
- Ann suggests establishing a new membership committee; a task force is time bounded and ends; committee is a continual activity; not a PR committee role, not fundraising committee role, should have a committee dedicated to champion membership
- Who could lead this new committee? Given problems with chairing existing committees, then how are we going to get a new chair to lead this? better as a task force under fundraising committee;
- Averse to the idea of another committee when one of the reasons we eliminated the standards committee was to trim down management of GOBLET
- Annette agreed to work with Celia to organize membership; maybe Annette and Celia could take this on as a task force and determine what structure should be
- Turn into task force for short-term to determine the structure and organization of needs for membership group/committee
- Ideally most of these things would be done before next AGM
- → **ACTION** to ask Annette if she wants to work with Celia, ask Ann (PR) and Bruno (Fundraising) to sit on task force
- Task force on how to set up a membership committee, where it should sit in GOBLET structure, what it will do, how it will do it, tools put in place, etc.
- Asif - volunteer to take the lead on task force; if after that he agrees to be chair of new committee, then he needs to become selected representative for his member organization
- → **ACTION** for Asif, Annette and Celia to get together in coming weeks and map out a plan for recruitment/membership committee

Wednesday November 7, 2018

- **Conference booth discussion (Ann)**
- Booths are usually free through negotiations with conference organizers
- Suggestion from Ann that if not free, then what if member organizations contribute to the booth cost (e.g., 2500 Euro per booth, divided by 10 organizations); your organization can be represented and you would have incentive to be at booth to showcase your organization
- Dual promotion benefit: here is what GOBLET has to offer, here is what my organization can offer, and why I am part of GOBLET
- Dave has concerns about some organizations being hesitant to contributing additional funds to pay for a booth
- Selling point to your organization is that we could not purchase a booth (for 2500 Euro) but we can purchase a booth (for 100 Euro)
- Not mandated, not required to pay, but pay if you can
- If you don't buy into the booth, then can you still be at the booth? Yes, just maybe you would not be allowed to present materials, but you can still speak about your organization
- → **ACTION** for PR committee to look into the cost of a stand at the booth to place pamphlets at booth
- Could also be that platinum members have booth materials as part of benefit package
- Easier to justify one payment (e.g. platinum level) rather than multiple payments as booth costs come up
- Dave has an idea about offering GOBLET members a discount on various events: e.g. a Galaxy workshop could offer a discount if you are from a GOBLET member organization
- Could be difficult to implement as we would need more individual members to be a part of GOBLET; GOBLET operates mostly with organizational members, so would Galaxy offer all of an organization's members a discount? Most do not have a membership level
- Hold this idea for now and determine how to implement

- **Education summit discussion (Verena)**
- Nicky is going to host an Education summit for 50 people; international summit; Nicky has approached some people for agenda
- In planning phase, wants to connect bioinformatics educators
- Wants to gather feedback from GOBLET on content for summit
 - Organizing committee should include ISCB Education committee person, ISCB Education COSI, GOBLET representation
- Hosted in Cape Town in March 2019; timing up for discussion
 - March 2019 is full for most; September 2019 is in Jakarta; November 2019 is a possibility; ISMB/ECCB will be in July 2019
 - Suggestion to switch to March 2020
- Q (Francis) - Short notice for this as many groups require advance planning for such travel. What is the urgency? Is there some South African agenda for having this summit that we should be aware of?
- Q - What will agenda be? Should it be tutorials or talks? Blended?
 - Flipped classroom session with Philip Compeau; Ann could give first-hand experience if in 2020
 - Others?
- Q (Terri) - Is there a general pitch for this? Is it for local community?
- Q - Who is paying? Sponsoring up to 20 people is a possibility
- Q - Is this complementary to 1 day education COSI meeting? Is this next step to COSI day?
- Q (Celia) - Could GOBLET sponsor this and co-brand it? This could be a project proposal coming into

- GOBLET for funds in 2019
- Verena to get more details from Nicky
- **Galaxy community discussion (Dave)**
- bit.ly/goblet2018-gtn
- Training community is being built up by Galaxy
 - Have developed a lot of training materials
 - All in Github and all maintained by community
 - Have paid a lot of attention to acknowledging contributors = Hall of Fame
 - Speak with Bernice Batut (ELIXIR-Germany) and Saskia Hiltemann (ELIXIR-NL/ErasmusMC) on how to do this
- Training Infrastructure also being established
 - 3 servers support Galaxy.eu project offer as a free service
 - Can submit a request to run a workshop and they will allocate you resources for your workshop via URL; you can get Amazon grants, but then you compete with rest of world; this allows you to have dedicated server space
 - 16 registered courses since March 2018
 - Q - Is it open to anyone outside Europe?
 - A - Yes
 - National Galaxy team in Netherlands used EU server to run a course in October 2018 and it went smoothly
 - Set up is Galaxy servers and not generic servers; allocation disappears after workshop; organizations can only offer Galaxy workshops and get Galaxy servers from EU group
 - Q (Asif) - Could they also provide instructors?
 - A (Dave) - Galaxy training network has instructors all over the globe. If Asif wants to fly in trainers from Australia then he could get both servers and trainers
 - Q - Could Malaysia be a hub for Galaxy training?
 - A - Yes
 - Amazon is a great resource for training in general; Galaxy has an Amazon grant and they spin up and down Galaxy instances
 - Verena - Host institutes will not have the ability to set up and maintain containers longer term; If no infrastructure then apply for Amazon grant? Viable option is that Verena could set up a stable AMI that users can copy when they need it
 - Africa cloud is coming along; still some issues
- **APBioNet discussion (Asif)**
- Held election recently; VP for education appointed. What could be an Asia wide project for this portfolio? Could we do something with GOBLET?
- Currently doing just small scale workshops, but opportunity to do something broader, similar to South African education summit
- Q - What is it you need? Need should come from APBioNet and not from GOBLET
- A - Ideas: Train-the-trainer could be a good project; Support for remote regions in training (Erik B. does training in under-served regions); Verena, Nicky and H3ABionet have experience in doing this in Africa. Paper describing the H3ABioNet course model:

<https://journals.plos.org/ploscompbiol/article?id=10.1371/journal.pcbi.1005715>

FAIR & Training:

- Michel Dumontier, FAIR metrics group: <http://fairmetrics.org/> with links to papers
- *How FAIR are your data?* FAIR checklist - https://zenodo.org/record/1065991#.W-MW_nr7RTY
- ELIXIR Presentation Patricia @ NETTAB 2018:
https://figshare.com/articles/Challenges_in_adopting_FAIR_principles_in_Training/7248671/2
- GOBLET Presentation Celia @NETTAB 2016 “Working towards FAIR bioinformatics training”:
<https://drive.google.com/file/d/1kISJ4u0ZUDbuKbVikVZg-IUBINrvUAGj/view?usp=sharing>
- Biohackathon Paris 12-16 Nov 2018
<https://github.com/elixir-europe/BioHackathon/tree/master/training/Assessing%20the%20FAIRness%20of%20Training%20Materials>

- From the FAIR checklist: Which aspects are relevant to training materials and training datasets?

- **F** = all 4 are relevant; 3 of the check list are relevant for Bioschemas
 - A persistent identifier is assigned to your data
 - There are rich metadata describing your data
 - The metadata are online in a searchable resource: e.g., a catalogue or data repository
 - The metadata record specifies the persistent identifier
- **A** = not access procedure
 - Following the persistent ID will take you to the data or associated metadata
 - The protocol by which data can be retrieved follows recognised standards: e.g., http
 - **XX** - The access procedure includes authentication and authorisation steps, if necessary
 - Metadata are accessible, wherever possible, even if the data aren't
- **I** = ?? qualified references although this is relevant for datasets; these checklist items are also Bioschemas and EDAM ontology relevant
 - Data are provided in commonly understood and preferably open formats
 - The metadata provided follow relevant standards
 - Controlled vocabularies, keywords, thesauri or ontologies are used where possible
 - **??** - Qualified references and links are provided to other related data
- **R** = ?? on relevant domain standards as we, GOBLET, have not yet made these standards
 - The data are accurate and well described with many relevant attributes
 - The data have a clear and accessible data usage licence
 - It is clear how, why and by whom the data have been created and processed
 - **??** - The data and metadata meet relevant domain standards

- Ann gave demo of using Bioschemas for bioinformatics.ca course>>course instance>> course materials
- Google structured data testing tool → so you can test your entries as being recognized using schema format
- Does TeSS have a comparable test tool? No, but this could be an extra validation component
- TeSS will scrape the individual pages (from member organizations) and use your Bioschemas-formatted Web pages

GOBLET and Bioschemas (Niall)

- <http://bit.ly/goblet2018-bioschemas>
- Workshop Objective:
 - Recap of workshop last year
 - Review, discuss and agree properties for course and course instance

- Prepare the specifications for release on the Bioschemas website
- Schemas are used by search engines to make searches more effective
- Schema.org is used by everyone, thus has the widest possible use case and cannot be specific
- This lack of specificity is where Bioschemas community comes in
- Makes schema.org relevant for life science community - make new schemas for protein, sequence, samples, etc.; modify existing schemas for life science areas
- Minimum # properties = 6
- Link to domain ontologies
- Bioschemas kick-off in Birmingham UK in Oct 2015: created event, material, organization, profile, standard schemas
- Event - for conference, workshop
- Creative work - for training material
- Carlos mapped GOBLET onto Bioschemas
- Schemas needed to be updated from 2015 point
- Just before AGM 2017 (Oeiras) workshop on Bioschemas, schema came out with Course and Course Instance schemas and so GOBLET could use these instead of event schema to describe our courses and course instances
- Now need to review each property and confirm course and course instance properties
- Biohackathon next week in Paris, so we can wrap in work done today
- Plan for paper in Nature Scientific Data special issue; GOBLET members should contribute to this
- Q - would it become a requirement for GOBLET members to have Bioschemas? Recommendation would be that member organizations adopt the Bioschemas standard; could put content in GOBLET website, where it would be compliant because the new website would require this info
- Transferring data from the old website to the new website will highlight which fields are missing
- Q (Dave) - If we are doing all this work, and people don't have to do it, then why are we doing the work? A lot of extra work and so should have an advantage to completing the workload
- A (Niall) - Personal advantage to adopt schema since your content would be more findable

Bioschemas Hands-on workshop

- Review specifications → Niall can then use this to code up specifications and upload to bioschemas
- LRMI group developed Course and Course Instance
- Out of scope for definition of course and course instance - info about students and their progression; info needed internally
- Course is a subtype of CreativeWork
- CourseInstance is a subtype of Event
- hasCourseInstance is a property of Course
- Flexibility and expressivity in schema.org
- Schema.org format is json-LD format
- Review process for workshop: decide on properties, fill out columns: e.g., minimal, optional, recommended
- Column H - one or many entries for this property
- Column I - should values be restricted to a controlled vocab
- Column F - is the description provided ok, or do we want to rewrite it for life science focus?
- Considerations: Schema.org is primarily about the discovery of resources, but Bioschemas is also about provider: who will mark up their websites content with this specification; and searcher: who will use TeSS and other portals to find training
- **Minimum properties** - 6 total minimum fields; a searcher should find them essential to discovering the resource; must be filled in by the provider to make their resource Bioschemas compliant, so properties

- should be small in number and ubiquitous across all circumstances
- **Recommended properties** - properties that a searcher would find useful in searching for relevant resources
- **Optional properties** - properties a provider would find it useful to provide, but not required by searcher
- Controlled vocabularies - beneficial in making heterogenous providers comparable to one another

Course -

<https://docs.google.com/spreadsheets/d/1Pbk4jIzbuahI5Rw2kjbrK0vK6kyE-xlaM2yhdpJaHyA/edit#gid=1261485211>

Minimum:

1. Description - keep
 2. Name - keep
 3. URL - keep
 4. Keywords - RNA-seq and differential gene expression mean the same, but search engine would not know that. Could bury keywords in description? Consensus to keep this property as minimum
- Suggestion to add Topic property - and move EDAM ontology to topics; list as About and move to recommended
 - Audience - need an ontology; "level" ontology of basic, intermediate, advanced, plus career stage ontology, such as undergraduate, graduate, clinician, scientist, etc. Proposed solution is to have level plus audience; could add level in addition to EducationalAudience. Move both to recommended. Discussion continues and argument to keep Audience in Minimum or to split it like Keywords and About.

Recommended:

1. hasCourseInstance - an offering of the course
 2. CoursePrerequisites - requirements for taking this course
 3. Provider - new addition to recommended
 4. Audience - moved from minimum
 5. Add About - move EDAM ontology here; is there an existing field that we can repurpose as topic? Yes, About. About property has an expected field of "Thing", which would lead to EDAM ontology
 6. Add difficulty level as distinct from audience; beginner, intermediate advanced
- Producer - person or organization who produced the course → Could get rid of this.

Optional:

1. courseCode - still important component in course
 2. Author - how does author differ from producer and provider? Confusing for searcher who is seeing author in course, course instance and training material
 3. thumbnailURL - what is the difference from image? keep
 4. Image - keep
- Could add aggregate rating to optional; difficult because there's no standardized way to measure this; easier to add properties later, but harder to remove properties if added already
 - inLanguage - not necessary since it is at the level of course instance that this is relevant; remove from course
 - Sponsor → remove to course instance

Course Instance:

https://docs.google.com/spreadsheets/d/1lhQ6Ksn-m0wNNien8KXkt3axAfIF_fKLxhwJdSLyfX4/edit#gid=1483018794

- Should include licence field

Minimum:

1. CourseMode → keep
 2. Location - can be text/place/postal address; if the course mode is online, then you would need to enter a URL here to online code; this could be an important field because of searcher criteria to restrict to location (e.g., visa requirements, distance from home, cost of getting to location); could use URL in text, but location also has a URL expected type; course mode being online makes location irrelevant and you would enter a URL; location is important; postal address lets you just put city and not exact building → Need to add URL to expected type to accommodate online course instances; keep as minimum
 3. Name - keep
 4. URL - keep
 5. Inlanguage - add to minimum; each offering in a different language is a different instance
- Long discussion on uptake of these minimums by providers who have a lot of historical data to migrate over; but not sure why we would compromise our standards
 - Instructor → move to recommended
 - Offers - cost to attend course; can be free; what about price differences for academic and commercial? This can be accommodated under posting multiple offers and linking to eligiblecustomertype; can also accommodate pricing dates with availabilityends; Dave does not consider free because sometimes it involves travel; does moving offers to recommended have any implications on findability? Yes if you don't complete the offers property; if doubt that it will not cover all use cases then it should move to recommended → move to recommended because course mode can be online and this includes a URL expected type
 - Start Date - move to recommended to accommodate online courses, which have no start date

Recommended:

1. Start date → moved from minimum
 2. Duration - should be using this to describe workload as 1hr/week, etc.; FT, PT, need some way to describe frequency; student learning time = total time
 3. Enddate → keep in recommended
 4. Offers - moved from minimum
- Description - not minimum because under course this is provided as a minimum property; → move to optional

Optional:

1. Contributor → keep
2. Eventstatus → keep, as the provider would need to come back to this metadata to update it; do we move to recommended so people remember to enter this info? TeSS scrapes once/day and if a URL cannot be accessed for 3 consecutive days, then it gets removed; If a course instance is superseded, then you could enter a new course instance using the superseded by expected type
3. Funder → keep
4. Maximumattendancecapacity → keep; useful for many reasons;

5. Subevent → keep; example of guest speaker lecture advertised as a subevent of course instance
 6. Image → keep
 7. Description → moved from recommended
 8. Superevent → add this property as an optional; are sub and super interconnected?
 9. Licence → add to optional; is relevant to syllabus of course
 10. Organizer → add to optional
- Doortime → delete
 - How do you link courseinstance to training materials? Ann used ispartof property to link training materials to courseinstance, but missing a property to link courseinstance to training materials; work featured property or workperformed → suggestion is hasPart

Bioschemas paper - hold discussion until after hackathon session

Thursday November 8, 2018

Continuation of Education summit discussion (Verena)

- Nicky would like summit to make headway on competencies, and bridge gap on competencies and curriculum development
- Russell wants to develop a curriculum accreditation system
- Could also be about building the GOBLET trainer support platform; hands on hackathon; would like to build a train the trainer community and link back to GOBLET
- Reduce duplication of effort
- Timeframe of summit, 1 week, March 2019
- Consensus was that March was too early, but Nicky cannot push back beyond May 2019
- Need to do this before people start implementing curricula that are not based on competencies
- Should include Zoom or remote access options so that people can attend remotely
- Co-brand with GOBLET; this could be a project supported by GOBLET
- Nicky is open to this; needs more discussion as Nicky is busy at the moment; → **ACTION** on Verena to bring this up with Nicky next week

Terri - We would like to encourage organizations to have additional people from their organizations participate in GOBLET; Helpful for momentum of communities.

Continuation of Bioschemas Workshop (Niall)

- Finished off Bioschemas drafts for course and course instance
- Discussion points from yesterday to revisit:
 - Course - sponsor question; sponsor does not appear in course, but we had wanted to move this to course instance; it is not listed in course instance, but funder is listed in course instance instead; this is fine
 - Course instance - instructor description is described as faculty; changing to person(s) instructing course
 - Prioritizing terms that are now alphabetically listed, this means that people will miss ones at the bottom of recommended and optional
 - Review of course and courseinstance and made a few corrections

Training Material

- <https://bioschemas.org/specifications/drafts/TrainingMaterial/>

Minimum:

1. Name → keep
 2. Audience → move to recommended
 3. Add keywords to minimum
 4. LearningResourceType - moved from optional
- Genre - repurposed for topic; remove, as it is not being used in the same way; replace with topic and keywords?
 - About → need to restrict to EDAM terms to be consistent with Course; move to recommended so it is not a barrier

Recommended:

1. Difficultylevel - keep
 2. Audience - moved from minimum
 3. About - moved from minimum
 4. Datecreated - moved up from optional
 5. Ispartof - move from optional
 6. Move learningresourcetype to recommended; suggest controlled vocabulary
 7. Licence - move up from optional
 8. Author - keep
 9. Contributor - keep
 10. Inlanguage - move from optional
 11. Timerequired - move from optional
- URL - move to minimum
 - rdftype - remove

Optional:

1. Datemodified -
 2. Haspart - expect CreativeWork; should also add Dataset as expected type; option to add in other bioschemas specification categories, like tool, labprotocol, etc.; keep as optional
 3. Version - redundant with date modified, but useful for online courses; keep
 4. PID - DOI, keep
- Learningresourcetype - move up to minimum; does this need a controlled vocabulary
 - Timerequired - move up to recommended
 - Mention - remove as we are using haspart
 - Review - remove as we would be inputting rather than external user inputting a review
 - Ispartof - move up to recommended
 - inlanguage - move to recommended
 - Sameas - remove
 - License - move up to recommended
 - Datecreated - move up to recommended

Action Items from GOBLET AGM 2018

Exec and Exec members

- Annette: Check whether there are fees associated with peer reviewed documents in F1000
- Michelle: Inquire if a joint booth is possible for ISMB/ECCB 2019, and to get better materials for ISCB
- Terri: Follow up with 50% who did not respond to GDPR email
- Celia: Follow up with Asif on GOBLET membership of Asian societies
- Celia: Ask Annette if she wants to work on recruitment/membership task force. Ask Ann (PR) and Bruno (Fundraising) to sit on task force
- Celia: Organize task force meeting in coming weeks and map out a plan for recruitment/membership committee: e.g., how to set up a membership committee, where it should sit in GOBLET structure, what it will do, how it will do it, tools put in place, etc.

PR Committee

- Create a DB of conferences. Have columns for “Is there an education section at the conference?”, “Is there a GOBLET member attending?” and “Can we insert a poster and also a tutorial or workshop component?”
- Add Verena to the PR committee
- Create a guide for how to list GOBLET logo on your website and link to logo
- Look into the cost of a stand at the booth to place pamphlets at booth

Fundraising Committee

- Switch Ann for Asif as PR member on FR committee
- Solicit some organizations and companies to see if they would support us (see example of Zeiss)

Technical Committee

- Build a website to enhance member benefits. Feedback for Antonio: tweets are in different fonts and too large relative to the rest of the website; color scheme and fonts need to be standardized; ensure new website is mobile friendly; consider space for advertising revenue or highlighting member organization; consider forum for member-only conversations.

LET Committee

- Gather training materials for trainers

Individuals

- Verena: To share with Ann (PR committee chair) the social media guidelines