



## GOBLET Annual General Meeting: Executive Summary

TGAC, Norwich, UK, 6 November 2013

The meeting commenced with a roll-call of members present or represented by proxy. All 22 eligible organisational members were present or represented at the meeting, which was therefore quorate; one individual member also attended.

The main business goals of the [2013 AGM](#) were i) to report on work done since the Kick-Off (KO) and Berlin meetings; ii) to announce the election results; and iii) to define GOBLET's immediate priorities in the context of the global training landscape, and explore how GOBLET could reach out to the rest of the world.

### Summary of Meeting Actions

**Action:** Cath to contact co-authors and move GOBLET paper forward.

**Action:** Exec to work with Sarah Blackford to create agenda for SEB workshop.

**Action:** Exec to work with GOBLET membership to find best date for the CIHR-funded workshop, and to organise the meeting content accordingly (the dates have since been set – the 2014 AGM will be held 13-15 November, Toronto).

**Action:** Exec to work with the named GOBLET members to re-run the SEB survey.

**Action:** Manuel to discuss the content of the 'GOBLET paper' with Cath and determine whether the portal should be published separately.

**Action:** Cath to circulate paper outline by Christmas, 1<sup>st</sup> draft by January 2014.

**Action:** Manuel to liaise with Fund-raising TF re funds for further Web development.

**Action:** Manuel to liaise with ELIXIR-UK's TeSS development team.

**Action:** Aidan to circulate, and all members to read/comment on the Comms. Plan.

**Action:** Aidan to work with Francis Rowland to devise a GOBLET sketch-note.

**Action:** Exec to seek admin post job description and duties from Barbara.

**Action:** Exec & Committee Chairs to review the outcomes of Activity 1 discussions, and coordinate feasible delivery plans in the defined priority areas.

**Action:** Exec & Committee Chairs to review the outcomes of Activity 2 discussions, and consider which of the identified organisations/initiatives/ groups might best help GOBLET to deliver in the priority areas defined in Activity 1 (especially those relating to funding, training and PR).

**Action:** Exec & Committee Chairs to review the outcomes of Activity 3 discussions, and coordinate delivery of a PR package to facilitate outreach to specific target groups (funding bodies, industry, learned societies, *etc.*), and of the set of outlined papers.

**Action:** Exec to draft meeting report and circulate for comments.

### Review of Actions from the Kick-Off & Berlin Meetings (Terri Attwood)

Most Actions from the [Kick-Off](#) and [Interim](#) meetings were complete or in progress. The only outstanding Action was the GOBLET article, discussed later.

### Executive Update (Terri Attwood)

Much has been done in the 18 months since the '[B3CB](#)' meeting (Sweden, June 2012). We now have 22 members, a positive bank balance, and several potential new members.

#### Publicising GOBLET

A 'skeleton' [new-look website](#) had been released, and the [training portal](#) made public just before the AGM. To broadcast GOBLET's creation and achievements, we'd aimed to write a high-profile paper. An early draft, too bland for an article, was published as a report in *EMBnet.journal* **19**(1). The Action to complete this task thus still stands.

**Action:** Cath to contact co-authors and move GOBLET paper forward.

A paper by Via *et al.* ('[Best Practices in Bioinformatics Training for Life Scientists](#)') was accepted in *Briefings in Bioinformatics* in June; this introduced GOBLET as the natural evolution of the Bioinformatics Training Network. We also worked with the ISCB to create an education poster track for ISMB 2013, for which [our poster](#) was accepted.



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### *Meetings Held, Attended & Planned*

Several meetings were held jointly with GOBLET, including the [1<sup>st</sup> ELIXIR-UK/GOBLET Workshop](#) (March 2013), hosted at TGAC (see [press release](#)); the [Interim GOBLET meeting](#) (July 2013), hosted by the ISCB at the Berlin Hilton; several GOBLET members also attended a [bioinformatics training strategy workshop](#) (November 2013) at TGAC.

Allegra Via presented GOBLET at the [NextGenBug meeting](#) (June 2013); Vicky Schneider introduced GOBLET to participants of [Materials and Workshops for Cyberinfrastructure Education in Biology](#) (July 2013); Terri gave a [lightning talk](#) on GOBLET to attendees of the [Workshop for e-Infrastructure Trainers](#) (August 2013), and another [GOBLET lightning talk](#) at the [Bioinformatics Training Strategy Workshop](#) (November 2013); she also introduced GOBLET at a Society for Experimental Biology (SEB) Section Meeting (October 2013), prior to organising a GOBLET workshop alongside SEB's 2014 AGM.

The Canadian Institutes for Health Research (CIHR) application was finally successful. The funds will allow us either to align a GOBLET meeting with Biocuration 2014 in Toronto (April 2014) or with another major bioinformatics conference, or to host the next AGM in Toronto (November 2014).

A reviewer commented on the resubmission that, before trying to address global training needs, we should find out what those needs are and produce a white paper. GOBLET is well placed to do this; organisations that hadn't done so before therefore agreed to re-circulate the SEB survey to their membership, to give a broader picture of training needs worldwide: BioSharing, APBioNet, TGAC, ABN, FEM, EMBnet, Nowgen, NBIC, SGBC and bioinformatics.ca signed up to this activity.

**Action:** Exec to work with Sarah Blackford to create agenda for SEB workshop.

**Action:** Exec to work with GOBLET membership to find best date for the CIHR-funded workshop, and to organise the meeting content accordingly.

**Action:** Exec to work with the named GOBLET members to re-run the SEB survey.

### *Finances – why we pay fees*

GOBLET uses a mixed financial model (fees, donations, grants, *etc.*) to give a more robust/flexible portfolio during lean funding periods. At the KO, we estimated we'd need ~€40k/ annum to allow GOBLET to run efficiently. We're not there yet, but can still to do a lot with less; increased membership plus grant income must clearly be priorities.

Together, we've established the world's 1<sup>st</sup> bioinformatics training organisation as a legal entity, something of which we should justly feel proud. A key objective was to build on these foundations, to use this meeting to elicit GOBLET's immediate priorities.

### **Treasurer's Report (Celia van Gelder, NBIC)**

During GOBLET's 1<sup>st</sup> year, we've welcomed 14 Gold, 8 Silver and 2 Bronze organisational members, and 3 individual members; for the 2 organisations joining after the election period, invoices will be sent out for 2014 membership. As of 29 October 2013, income from membership fees was ~€17k; outgoings to date (~€3K) were for creation of the GOBLET website and AGM costs. In addition, we have ~€17.5k from the CIHR to support the Toronto meeting.

Celia thanked Barbara van Kampen for her help with the finances during the last year, and Rafael Jimenez for implementing the online payment system on the website.

### **Task-force updates**

#### *PR & Outreach TF (Celia van Gelder)*

This TF had created a draft Communications Plan, including a stakeholder analysis (trainers from affiliated organisations; trainers from organisations not (yet) affiliated to



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GOBLET; MoU signatories; individual members; *etc.*), proposals for Twitter/LinkedIn use, and proposed next steps.

Before closing, Celia urged members not to use the all@mygoblet.org email list for announcing courses and jobs. To announce courses, we have iAnn – more active approaches could include a newsletter or bespoke mailing lists; to announce jobs, there could be some additional functionality on the website – perhaps an iAnn for jobs?

To get involved and help support this TF, email [pr@mygoblet.org](mailto:pr@mygoblet.org).

### **Fund-raising TF (Patricia Palagi, SIB)**

The main achievement was the CIHR grant to support a workshop in Toronto; we now have to find suitable dates and to plan the agenda. One reviewer had said that, "*It would be nice to see an opinion paper, or 'state of the field' manuscript be generated from this meeting.*" It was agreed that GOBLET should try to do this after the AGM. The immediate priorities were to define/identify clear actions and their champions; create a sponsors' package; and identify common fundable projects to galvanise members' work.

To get involved and help support this TF, email [frtf@mygoblet.org](mailto:frtf@mygoblet.org).

### **Train the Trainers TF (Cath Brooksbank, EMBL-EBI)**

This TF had conducted a survey to identify gaps; to initiate a process for sharing best practice on developing new trainers, a skills matrix had been circulated for comment; a resource kit was being developed to support existing trainers (GOBLET members had provided 6 methods – all were encouraged to contribute via <http://svy.mk/1d2AeBH>); and members had been encouraged to join the Bioinformatics Training & Education for life scientists LinkedIn group: <http://linkd.in/1buSB1w>.

Moving towards a GOBLET trainer support programme, it was suggested to draft examples of successful methods and how to implement them, to run pilots at centres with no train-the-trainer mechanism, and set up a webinar on using the training matrix.

To get involved and help support such activities, email [ttt@mygoblet.org](mailto:ttt@mygoblet.org).

### **Technical TF (Manuel Corpas, TGAC)**

The main achievements since the Berlin meeting were release of the training portal; implementation of a PayPal module for payment of membership fees; deployment of the online nomination/election system; securing @mygobletorg as a Twitter account name.

The TF had drafted a *Bioinformatics App*. Note describing the portal. Before submission, Manuel invited all to upload materials/courses, and help with the draft. It was suggested that the Note contents could be used to augment the 'GOBLET paper'; Cath agreed to provide an outline of this paper to see whether this is feasible. Manuel reported that the TF's priorities were to secure funds to support further Web development, and to liaise with ELIXIR-UK to harmonise their Training e-Support Service (TeSS) with the portal.

To get involved and help support this TF, email [tech@mygoblet.org](mailto:tech@mygoblet.org).

**Action:** Manuel to discuss the content of the 'GOBLET paper' with Cath and determine whether the portal should be published separately.

**Action:** Cath to circulate paper outline by Christmas, 1st draft by January 2014.

**Action:** Manuel to liaise with Fund-raising TF re funds for portal development.

**Action:** Manuel to liaise with ELIXIR-UK's TeSS development team.

### **Election Results**

The election process proceeded as agreed during the Berlin meeting; results are summarised below ([TGAC press release](#)). Terri expressed *sincere thanks* to outgoing members, Celia van Gelder, Allegra Via and Barbara van Kampen. The new Executive Board and Committee Chairs will form GOBLET's Operational Board.



GOBLET OPERATIONAL BOARD			
<b>Executive Board</b>	<b>Learning, Education &amp; Training</b>	<b>Outreach &amp; PR Committee</b>	<b>Fund-raising Committee</b>
<b>Chair:</b> Terri Attwood	<b>Chair:</b> Nicky Mulder	<b>Chair:</b> Erik Bongcam-Rudloff	<b>Chair:</b> Patricia Palagi
<b>Vice Chair:</b> Vicky Schneider	<b>Co-Chair:</b> Celia van Gelder	<b>Standardisation Committee</b>	<b>Technical Committee</b>
<b>Secretary:</b> Michelle Brazas		<b>Chair:</b> Pascale Gaudet	<b>Chair:</b> Manuel Corpas
<b>Treasurer:</b> Fran Lewitter			

### Defining GOBLET's priorities (Group Activity 1)

This session sought consensus on GOBLET's focus, what it must do most urgently, what needs to be funded, and who needs to do what. The following priorities emerged:

- 1) Write and publish the 'What is GOBLET and what has it done?' paper (12)
- 2) Communications & PR (11)
- 3) Money (6)
- 4) Train trainers (6)

A common theme throughout was also continued portal development.

#### *Write and publish the 'What is GOBLET and what has it done?' paper*

The 'GOBLET' paper was top priority. Before publication, authorship needs to be agreed (consortium or individual names in alphabetical order?). Supporting information for the paper must be on the website (mission statement, Comms. Plan, etc.); all documentation produced from these activities could be used to support future funding applications.

#### *Communications & PR*

'Getting the word out' and broadening GOBLET's horizons was the next major priority: GOBLET needs to reach out to all who need training; attract individuals, small groups, students; promote both itself and the need for bioinformatics training to funding bodies/grant holders/universities; organise a bioinformatics training conference; and encourage members to publicise their membership of GOBLET via their own comms. strategies (e.g., '[proud to be a member of GOBLET](#)'). To help these activities, we should prepare a clear vision statement, create slick PR materials (brochures, newsletter, [elevator pitch](#) slides, a '[sketch-note](#)', etc.), create a members-only forum and a subscription mailing list, draft a model protocol to support the sharing of ideas with other organisations, and create a 'product' for outsiders to buy into.

**Action:** Aidan to circulate, and all members to read/comment on the Communication Plan.

**Action:** Aidan to work with Francis Rowland to devise a GOBLET sketch-note.

#### *Money*

Acquiring more funds must be a priority for GOBLET to achieve its [mission](#) successfully. It was agreed that GOBLET should try to engage more members; secure grants (Horizon 2020 and calls worldwide); identify a major collaborative project to galvanise members; engage with industry; include a 'funding calls' page on the website. Once GOBLET has raised sufficient funds, getting admin support will be a priority.

**Action:** Exec to seek admin post job description and duties from Barbara.

#### *Training trainers*

Several recurrent themes were discussed, highlighting the need for GOBLET to clearly define its training focus and USP. One idea was to build a resource kit for educating the self-taught, to help GOBLET members train in their communities.

#### *Website/portal development*

Development of GOBLET's website/portal must continue: this must be *non-redundant* and address real user needs. The main ideas were to provide shared training and videos; to establish a bioinformatics tools platform; to collaborate with other organisations; to



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engage technical people to help develop new training resources; and to encourage our own members to populate the portal.

**Action:** Exec & Committee Chairs to review the outcomes of Activity 1 discussions, and coordinate feasible delivery plans in the defined priority areas.

### Reviewing the global training landscape (Group Activity 2)

This session explored what other training groups, initiatives, professional and funding bodies exist, which GOBLET should engage with, and which are priorities. To try to prioritise which GOBLET should engage with, we considered what GOBLET might gain from any new links, and *vice versa*. GOBLET gains included potential new members; a market-place for training; potential funding routes; lobbying opportunities; buy-in from established professions; input into curriculum development; recognition, *etc.* Reciprocal benefits included new collaborations; access to the registry, to bioinformatics training and to the bioinformatics trainer community; guidance on best practice; a quality stamp.

**Action:** Exec & Committee Chairs to review the outcomes of Activity 2 discussions, and consider which of the identified organisations/initiatives/groups might best help GOBLET to deliver in the priority areas defined in Activity 1.

### Reaching out to the rest of the world (Group Activity 3)

This session discussed *how* GOBLET might reach out to organisations identified in Activity 2, *what* we need to have in place to do so successfully, and *who* will help. Most outreach ideas had already been discussed (via the website, social media, papers, *etc.*), and most ideas for *what* GOBLET must have in place had also been discussed. 'Quick win' suggestions included the use of icons on members' websites displaying their GOBLET affiliation, creation of elevator pitches, and launching a bi-annual membership campaign. To build on existing links and help forge new ones, we need high-quality PR materials, clearly defining GOBLET's mission and member benefits. The website must also include an Exec page, Committee pages, a members-only forum, *etc.*

All agreed on the need to press on with the planned papers: introducing GOBLET; the portal; SASI; user needs survey; train the trainer. The Outreach & PR Committee are obvious leaders – but *all* members can play important roles as GOBLET ambassadors.

**Action:** Exec & Committee Chairs to review Activity 3 outcomes, and coordinate delivery of a PR package to facilitate outreach to specific target groups, and the set of outlined papers.

### Next GOBLET AGM (Terri Attwood)

Offers to host the 2014 AGM had been received from Nicky Mulder and Christian Schönbach. However, this will now likely take place in Toronto, with our CIHR funds,

### AOB (Terri Attwood)

Terri introduced CPGR's [Knowledge Transfer Programme \(KTP\)](#) – for more details, see the [KTP brochure](#) or contact Judit ([judit.kumuthini@cpgr.org.za](mailto:judit.kumuthini@cpgr.org.za)). Francis Rowland presented an ontology of life science topics, aiming to build on an accepted proof-of-concept and move forward via SASI – for more details, see Francis' [presentation](#) or contact Francis ([frowland@ebi.ac.uk](mailto:frowland@ebi.ac.uk)) or Rafael ([rafael@ebi.ac.uk](mailto:rafael@ebi.ac.uk)).

### Review of outcomes (Terri Attwood)

This was a [positive and useful meeting](#)! Terri thanked all for their contributions during the day, TGAC for hosting the meeting, and Vicky for local organisation.