

Bioconductor Community Advisory Board (CAB) Agenda

11th March 2021, 7am EST

Members: Kozo, Matt, Aedin, Yagoub, Lori, Johannes, Saskia, Susan, Leonardo, Benilton

Attending: Matt, Aedin, Kozo, Yagoub, Lori, Susan, Johannes, Leonardo, Benilton

Apologies: Saskia

Guest: Levi

Schedule

:00 - :03: Welcome!

Busy agenda today.... So need to stick to time

:03 - :05: Review minutes from previous meeting [Joint TAB/CAB meeting](#)

CAB/TAB Liaison Report from TAB meeting on March 4th

:05: - 15 Governance Discussion (with Levi Waldron)

- Bioconductor mission statement. Please review and offer suggestions
- Consultant at La Piana Consulting, a company that advises non-profit organizations
- Susan suggests a more grass roots approach using deliberative democracy (see for instance: <https://try.decidim.org/consultations>).
- [Slide Presentation](#)
- Form Committee of interested people including TAB/CAB/other
 - Interested people: Lori , Susan, Yagoub, Matt, Aedin

:15 - :20 Funding

- CZI EOSS RFA and Announcement for Cycle 4 (google drive of material)
Deadline for LOL 30th March 5pm PST.
The application will be based on a US institute.
 - **Action:** Identify PI in US institutionPrevious draft application folder and draft proposal available in google drive
Aedin would like to include welcome/orientation material for developers which hopefully we can discuss during AOB (bootcamp for developers?)
- List of Other/Potential Funding applications
NSF, CS&S event fund, Burroughs Wellcome Fund, Sloan Fund

:20 - :50: Priority CAB activities

20: - :30 Nominations to CAB

Please review CAB Governance prior to the meeting. Members should

- Provide a broad representation of the *Bioconductor* scientific community: emerging and established researchers; biological, statistical, and computational emphases; and areas of scientific research.
- Include representatives from relevant software and other communities.
- Strive for diverse representation of gender, ethnicity, geography, and other aspects of the *Bioconductor* community.

Members are elected for 3 years according to Governance documents. Cycling of Members

19 nominations received. Each CAB member could vote for 5 nominees
Members standing down (if any). None indicated.

Review Votes

4 majority votes

6 tied for remaining 1 spot.

- Revote for ties, product of the ranks
- Vote for remaining member by Friday March 19th
- Notifications will be sent after final member chosen

:30-:40 CAB Bioc2021 awards. Shared google drive with information from last year

The awardees will be selected among the nominees based on the following criteria. It is possible, but not required, for multiple criteria to contribute towards the selection of an awardee.

- **Outstanding new package contributions**, for developers of high-quality packages, added to Bioconductor in one of the two most recent releases prior to the nomination deadline, which show exemplary use of the Bioconductor package design principles. Summary of new packages in releases 3.12 / 3.13
- **Outstanding support site contributions**, for individuals showing extraordinary helpfulness on the Bioconductor support site and/or in other forums.
- **Outstanding documentation contributions**, for individuals writing and maintaining excellent user-facing documentation, workflows and/or tutorials.
- **Outstanding community engagement and outreach**, for individuals who "make things happen", engage with and provide substantial contributions to the Bioconductor community.
- **Outstanding long-term contributions to the project**, for individuals who have provided excellent contributions in any form to the project over a substantial time period.
- **Outstanding contributions enabling computational analysis** or representation of data from new scientific technologies, for individuals who, via package development or other means, enable analysis of data from new scientific technologies within Bioconductor.

- **Outstanding contributions enabling the use of new informatic technologies within the project**, for individuals who, via package development or other means, enable the use of novel informatic technologies within Bioconductor.

Action: Review criteria, Nomination Form, Deadline (likely to be June/July).

Members of committee: Aedin, Matt, Lori

- Stickers
- Order plaques
- Voting procedures and how many awards will be given?
- Lori can do periodic announcements and prod people for nominations (need form set up first)

:40- :50 CAB Regular Working Groups Reports

Working Groups are short-term / Committees are longer term. According to governance docs

- **Education Committee** (Saskia, Laurent, Charlotte)
 - Should CAB EC liaison attend Education Committee meetings every 1/3 months
 - Messaged EC to request a few lines to be included in CAB meeting agenda (AC).
 - Should members of Education Committee attend CAB meeting every 3/6 months
 - **Report from Charlotte & Laurent:**
Progress in the intro plans, pending final decision on data (see report) and starting development of next lessons.

To give a little bit more background; as mentioned in the TAB meeting last week we're working initially on three lessons (intro to R with a "Bioc focus", intro to the Bioconductor project, bulk RNA-seq analysis). We also keep detailed public notes here:

<https://docs.google.com/document/d/1s2QMk5XA-uhBVprAO3ZDk1Yfv1cnUWLp9zdvYq9Feu4/edit?usp=sharing>

As for advertising the meetings, from my side I think the easiest is if anyone who might be interested in joining signs up to our google group (which gets a reminder before each meeting, but otherwise is pretty low traffic) here:

<https://groups.google.com/forum/#!forum/bioconductor-teaching>. In that way we won't forget anyone.

- **Package Review Working Group/Committee** (Yagoub, Lori, Kayla, Jo and Martin (TAB rep))
 - Summary from 3-3-21 Meeting:
 - The package review working group is making progress. We have reviewed the review process and current package requirements/guidelines. Overall we like the current process with minor improvements. We want to make the github

README the most visible documentation for maintainers considering submission as well as a checklist to prominently display for reviewers and submitters. There is discussion about expanding reviewers to the community. The current plan is to move forward with a training course and checklist to be considered as a community reviewer. Assignment of packages will be from the approved list of reviewers that have completed training. packages will be auto assigned but there will be open communication among reviewers to be able to switch/swap/reassign/volunteer. As incentive reviewers will be listed on the website and have badges/status for completed package reviews. There will be a more strict deadline for progress on a review at 3 weeks; if it is on the reviewers side then there will be reassignment and repeat offenders will eventually be removed from active list. Packages should complete the review process in (suggested 60 days?) before issue is closed and other distributions (like CRAN) are suggested since we require active, participating maintainers not only through review but the entirety of package life in Bioconductor. Next meeting goals: review guideline checklist and start a github repo for building the training course/material.

- **Publication Working Group (Susan)**

Have had a meeting and back and forth with Demitra from F1000Research. F1000 will also continue support for the BioC conferences. There is an issue in that F1000 generated a duty-heavy document for “advisors” which didn’t seem balanced and didn’t take into account that these people are volunteers not employees.

- **Code of conduct Committee (Saskia)**

New Doc passed by joint TAB/CAB meeting.

- **Bioc Calendar & Official Events Working Group: Calendar Maintenance**

Action: Assign Task: document that outlines minimum requirements of a ‘Bioconductor’ event (Kozo has started discussion on github board).

- didn't move this discussion forward this month.
- will move it forward by next month.

:50 - :55 Bioconductor Event Reports

- RStudio rstudio::global, January 21. Two spatial chat Bioc Networking events at opposing time zones (lead by Susan, Aedin). RStudio commended us, saying it was a success
- H3Africa workshop series (April 26-30 2021) will include Bioconductor workshop.
 - **Actions:**
 - Compile a list of possible Speakers/Workshops. Keen to include an introduction to Bioconductor. Reach out to EC to see if they have something ready.
 - H3 Africa Bioc sticker? [H3 logo](#)
 - Past conferences workshop:
 - [CSAMA github](#) [CSAMA website](#)

- [UseR](#) 5-9th July, 2021.
 - [Abstract submission](#) closes on 15th March
 - Does the CAB wish to do a panel session, where people can find out about Bioconductor.
 - “Panels are suitable for topics that are of interest to a large audience. The general idea is to prepare a 60-minute topic discussion with experts/stakeholders. There can be some form of interaction with the audience (e.g., a moderated Q&A). In your abstract, you should give an overview of the topic and identify open questions that you would like to discuss with your invitees. You can use the additional field in the form to explain who you would like to invite and how you plan to make your panel participative and relevant for the useR! audience.”
- [BioC 2021](#)
 - Call for abstracts/workshops/demo closes **March 16, 2021**
 - Platform will be Airmeet. Contract under negotiation/agreement.
- [Bio"Pack"athon 2021 #3](#)
 - March 10, 11 participants
 - Watch Party: [EuroBioc2020, Johannes Rainer, Seamless Integration of Mass Spectrometry Data from Different Sources with the Spectra Package](#)
 - Development of AnnotationHub packages

:55 - :00 Other Business

Bioc Challenges from EuroBioc - How can CAB promote/grow this

Mentorship for building a package : [Bioconductor New Developer Mentorship and Assistance](#)

- Aedin heading
- Yes, proceed with initial formation. CAB members in favor of idea
- Idea is to help get code to submitted Bioconductor package