

Minutes of Steering Committee

Meeting No.21

2021.10.26

DRAFT

Attendees

- [JB] Justin Baker
- [MS] Manodeep Sinha (Chair)
- [NM] Nicholas May
- [RL] Rebecca Lange

Apologies

- [HP] Heidi Perrett
- [NL] Nooriyah Poonawala-Lohani

Discussion

For the detailed agenda see: [GitHub Issue 28](#)

1. Approval of Previous Minutes

See link: [Minutes from Meeting No.20](#) - approved.

2. Launch of RSE Asia chapter

The committee was updated about the opening meeting of the RSE-Asia chapter. The meeting was run as a hackathon to help with the setup of their website and there were five participants from five different countries. It is expected that the chapter will launch its new website in early 2022, and they are being mentored by a member of the international council.

3. Planning Activities

- eResearch NZ 2022: [conference website](#)

NL will organize a submission for this conference. The proposed talk will present the results of the 'Metrics' sessions that RSE-AUNZ has run during 2021.

- Steering Committee Election 2021: [see 2020 details](#)

The positions of returning officer and scrutineer have been accepted by Tom Honeyman (ARDC) and Georgina Rae (NeSI), respectively. And the dates have been set as follows:

| Period | Start (Wednesday) | End (Tuesday) | End Time |
|------------------|-------------------|---------------|--------------|
| Nomination | 3rd November | 23rd November | 23:59 (AWST) |
| Confirmation | 24th November | 30th November | 23:59 (AWST) |
| Voting | 1st December | 14th December | 23:59 (AWST) |
| Results Declared | 15th December | | |

Nominations received as of 22nd November, 2021: three.

<https://github.com/rse-aunz/organisation/blob/master/Elections/2021/nominations.md>

4. Actions From Previous Minutes:

- [JB]
 - eResAU'21: Coordinate preparation of BoF content and format with NL and NM. **done**
 - eResAU'21: Confirm whether a pre-recorded presentation is required. **done**
 - White paper: Aggregate output from previous BoFs and create a post.
 - C3DIS: [Planning Document](#), [Metrics Presentation Slides](#), [Metrics for RSE Contributions](#), [Recording](#).
 - [NZRSE 2021](#)
 - [eResAu 2021](#)
- [MS]
 - SC Election 2021: Clone the [2020 election folder](#) to 2021. **done**
 - SC Election 2021: Create an updated self-nomination document. **done**
 - SC Election 2021: Identify candidates for the Returning Officer and Scrutineer. **done**
- [NM]
 - SC Election 2021: update election@rse-aunz.org forwarding recipients. **done**
 - Website: Create a post that summarises RSE-AUNZ activities at conferences.
 - Website: Create a post about local RSE Stories: NL, NM, etc.
 - Update NM & JB contact details on the International RSE website.
 - Request clarification from ARDC (Tom Honeyman) about the availability of resources and the format of a request for such. **postponed until after the 2021 SC election**
- [NL]
 - eResNZ'22: Confirm submission dates.
 - eResNZ'22: Coordinate submission on behalf of RSE-AUNZ.
 - SC Election 2021: Identify and contact potential candidates in NZ.
- [RL]
 - Website: Create post on eResAu'20 session - Training.
- [All]
 - Update 'Metrics' white paper.
 - Start planning for a quarterly online event: e.g. Open RSE Forum - organized as an open discussion with no slides but some topics already advertised.
 - Outstanding Website Posts. Folder and template for draft website posts: [Website Posts](#)

5. Any Other Business

- None

6. Actions Carried Forward

[JB]

- Website: Aggregate output from previous BoFs and create a post.
 - C3DIS: [Planning Document](#), [Metrics Presentation Slides](#), [Metrics for RSE Contributions](#), [Recording](#).
 - [NZRSE 2021](#)

[NM]

- Website: Create a post that summarises RSE-AUNZ activities at conferences.
- Website: Create a post about local RSE Stories: NL, NM, etc.
- Update NM & JB contact details on the International RSE website.

[NL]

- SC Election 2021: Identify and contact potential candidates in NZ.

[RL]

- Website: Create post on eResAu'20 session - Training.

[All] Outstanding Website Posts.

- Update 'Metrics' [white paper](#)
- Start planning for a quarterly online event: e.g. Open RSE Forum - organized as an open discussion with no slides but some topics already advertised.
- Folder and template for draft website posts: [Website Posts](#)

Next Meetings

- Scheduled: To be decided by the new Committee after SC Election 2021.

Notes

These minutes have been drafted under part of the [Chatham House Rule](#). This promotes openness, and inclusion, by not attributing any specific comment to any individual/s. The exception is that participants are necessarily listed as attendees of the Steering Committee meeting.
