UniDive core group meeting 3

17 January 2023

See also the [CG master document](#) and the [UniDive master document](#)

Attendants

Alina, Atul, Carlos, Dan, Marie, Nurit, Olesea, Verginica, Agata

Agenda/minutes

- Result of the MC vote for the Istanbul meeting on **8 Sept 2022** - unanimously approved.
- Feedback from the STSM calls
  - Application deadline extended to 6th Feb
  - Current state of applications
    - 2 offers from hosting institutions
    - 3 applications from individuals (2 of which apply to the hosting institutions above)
  - Difficult issues
    - How much money to allocate: the maximum is 4000 EUR, 2 people asked for (almost) this amount, the total budget is 13,600 EUR for year 1
    - Should we allow for more than 1 STSM per person (for 1 budget year, for the whole project)?
  - Selection: Organize an extra STSM-dedicated meeting, report to the Core Group
- Paris-Saclay meeting
  - Feedback about expressions of interest
    - See the online form [responses](#) (restricted access)
    - 78 EIOs, 36 countries, 60% female, 58% ITCs, 41%YRIs, 41% MC members, 94% planning to submit an abstract (as of 16 Jan 2023)
  - Feedback about abstract submissions
    - Second call for abstracts sent out on 9 Jan
    - OpenReview submission space created
    - All ECG members added to the PC - beware of multiple OpenReviewIDs per person; send out PC invitations
    - At least 94%*78=**73** people who submitted an EOI consider submitting an abstract (as of 16 Jan 2023)
    - Current number of submissions: 2

- - - Should we try to publish the proceedings on [Open Research Europe](#)? - advantage: a permanent repository; discuss it next time
    - ○ Important dates:
      - ■ ~~[25th: PC CHAIRS] Last call for abstracts (authors should indicate who is the presenter to be reimbursed < 20th Feb - adjust the submission form)~~
      - ■ ~~[2nd FEB: AUTHORS] Submission deadline~~
      - ■ ~~[3 FEB: PC CHAIRS] Recruit more reviewers if needed. Assign abstracts to reviewers (2 per abstract)~~
      - ■ ~~[13 FEB: REVIEWERS → 15 FEB] Reviews due~~
      - ■ ~~[16 FEB: PC CHAIRS] Selection of abstracts~~
      - ■ ~~[16 FEB: PC CHAIRS] Notifications~~
      - ■ ~~[17 FEB: COAUTHORS OF SELECTED PAPERS] Inform Agata and Beata who is the presenter to be reimbursed~~
      - ■ ~~[17 FEB] Selection of participants for reimbursement~~
      - ■ ~~[20TH: AGATA, ALINA, BEATA] Preliminary list of the invited people~~
      - ■ ~~[21th FEB: CORE GROUP MEETING] Validating the list of the invited people (vote)~~
      - ■ ~~[22nd FEB] Sending out official e-COST invitations~~
      - ■ [24th FEB: PC CHAIRS] Sending out information about presentation form
      - ■ [27 FEB, AUTHORS] Final versions of abstracts
      - ■ [28 FEB, PARTICIPANTS] Deadline for a discount rate for the Campanile hotel at Paris-Saclay
      - ■ [16-17 March, ALL] UniDive 1st general meeting
    - ○ <mark>TODO - note down your OpenReviewID [here](#)</mark>
    - ○ Tentative [schedule](#)
      - ■ A plenary talk
        - ● idea: foundations of UniDive - recent developments in UD and PARSEME, potential speakers: Dan, Carlos, Joakim, Marie, Agata
      - ■ Organizing WG sessions
        - ● WG (co-)leaders should meet before the next CG meeting and have a draft plan for their sessions
        - ● Next CG meeting will feature a discussion on WG sessions
    - ○ Issues
      - ■ People from outside the EU need visas to France. If invitations go 3 weeks in advance, this might not be enough.
      - ■ For the next meeting - have a much more relaxed schedule
- ● Expectations survey - we had few time to discuss this item
  - ○ See [extracts from WG applications](#)
  - ○ Objective: Have something more or less ready just before the March meeting, completing it after the meeting
  - ○ How to interlink the survey with the WG sessions at Paris-Saclay? E.g. enquire about (types of) expectations during the WG sessions as an input to the survey.
  - ○ Shall call people from outside the ECG for participation in preparing the survey ?

- Recent developments in communication - a separate meeting is planned (Olesea, Anabela, Agata, Alina):
    - Website
    - Logo (see Alina's email on 16/01)
    - Mail policy for the unidive-all mailing list (request from Christian Chiarcos)
        - What information (not) to post on and how (e.g., certain subject lines)
        - Is it OK to post a job (within the scope of the WGs)?
    - Science Communication Plan - to draft until March 2023
    - Expectations survey to link with the communications survey (Olesea)
    - AOB
- [ATUL] Mailing list for YRI might be needed (discuss with Abigail)
- Storing space for all documents of the action - moved to the next agenda
- Next CG meeting: **21 February 2023, 10:30 a.m. CET**

Paris-Saclay Meeting - preliminary program v1

Thursday 16 March

8:15-9:00 registration and poster hanging

9:00-9:30 (session 1) opening plenary session: introduction to UniDive, getting to know each other

9:30-10:30 (session 2) invited/plenary talks about where the action emerged from (recent developments in UD/PARSEME) - Marie, Joakim, Dan, Carlos, Agata?

10:30-11:00 coffee break

11:00-11:30 (session 3) plenary poster presentations A (1-2 minutes per poster, ~20 abstracts)

11:30-13:00 (session 4) poster session A

13:00-14:30 lunch

14:30-15:00 (session 5) plenary poster presentations B (1-2 minutes per poster, ~20 abstracts)

15:00-16:30 (session 6) poster session B

16:30-17:00 coffee break

17:00-18:00 (session 7) Core Group meeting

19:30 dinner

Friday 17 March

9:00-10:15 (session 9) WG1 and WG2 parallel working sessions

10:15-10:45 coffee break

10:45-12:00 (session 10) WG3 and WG4 parallel working sessions

12:00-13:30 lunch

13:30-14:45 (session 11) WG1 and WG3 parallel working sessions

14:45-15:15 coffee break

15:15-16:30 (session 12) WG2 and WG4 parallel working sessions

16:30-16:45 *break* (WG leaders prepare summaries)
16:45-17:30 (session 13) plenary closing session (summary of WG sessions)

TODO

- ~~[AGATA] Publish the list of PC members in the call for abstracts~~
- ~~[AGATA] Announce the Istanbul meeting to unidive-all.~~
- [NURIT, STELLA] Organize an STSM meeting (after the deadline), select applications/amounts, report to the CG at the next meeting
- ~~[ALL ECG MEMBERS] Send your OpenReview ID to Atul (or note it down above).~~
- ~~[ATUL] OpenReview~~
  - ~~Collect the OpenReviewID from the PC members. Use these IDs for the submission space (make sure not to use other emails) except for Gulsen~~
  - ~~Send invitations to the PC members except for Gulsen~~
  - ~~In the final submission form - add a compulsory selection of the presenter in case the abstract is selected [tried but I got errors several times during implementation. I will try again tomorrow. If I fail again then I will make Microsoft form and circulate it to participants to provide presenter details]~~
- ~~[25 JAN: AGATA] Last call for abstracts - specify the form of presentation~~
- ~~[AGATA] Organize a communication meeting (Olesea, Anabel, Alina, Agata) -> 7 Feb~~
- ~~[AGATA] Organize a PC chair meeting on 13-15 Feb →~~ **Thursday 16 Feb 9-10:30**.
- [JOAKIM, ATUL, CARLOS, AGATA] - follow the internal deadlines for abstracts
- [WG (CO-)LEADERS] Start planning the WG sessions for the general meeting, report on this at the next CG
- ~~[AGATA] Publish the preliminary schedule for the Paris-Saclay meeting~~
- [ALL] Think about the expectations survey
- [AGATA, DAN] Organize the MC meeting on 22 March
- [ATUL] Discuss with Abigail if a unidive-young mailing list is needed for YRIs.- I had a discussion with Abigail. **[Done. I will share our discussed points in the next monthly meeting.]**
- [AGATA] Plan a more relaxed schedule for the next general meetings; involve other reviewers/PC chairs?