UniDive core group meeting 4

21 February 2023

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

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Agenda/minutes	**1**
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Attendants

Abigail, Alina, Atul, Dan, Kaja, Joakim, Nurit, Olesea, Verginica, Agata

Agenda/minutes

- [AGATA: 5 min] Extra budget from COST::
  - Where to put it (email discussion)
    - Paris and Istanbul meetings - this is the beginning of the Action, funding bigger meetings has impact on more people (Dan, Marie, Stella, Verginica, Joakim, Atul, Gülşen, Nurit)
    - STSMs - with less priority (Dan, Stella)
    - Estimation by Beata:
      - 34,500 networking + 5,175 (FSAC) = 39,675 EUR (maximum to be requested is 40,000 EUR)
      - Networking would be decomposed a follows:
        - Paris-Saclay General Meeting (16-17 March): **10 people more** + 200 EUR LOS ; 10000 EUR ⇒ **80 reimbursed invitees**
        - Istanbul WG3 meeting: **20 people more** ⇒ **38 reimbursed**; 16400 EUR
          - Decide after the WG3 meeting at Paris-Saclay (is
          - Should another WG meet also in Istanbul?
          - Talk to Gulsen
        - Or: meeting for another WG (a bit late to plan?)
        - More STSMs: 8100 EUR
    - Giuseppe: no objection to the proposed plan. The completion of all grant agreement amendments will take some time, most likely until the end of April. So, the additional budget will be secured at some point but I cannot guarantee exactly when. Since the requested top-up fits in the range I initially provided (35k-40k EUR), **I see very low risks that this amount cannot be granted**. My suggestion is to **include the extra invitations for the Paris meeting already**, before the amendment is started. This

would result in an estimated over-spending compared to your initial plan. However, once you submit the updated work and budget plan you will adjust the figures and this will no longer appear as an over-spending.
- **Decision:** wait until shortly after Paris-Saclay to decide if we extend the WG3 meeting or invite another WG to Istanbul
- [NURIT: 10 minutes] Reporting about the selected STSMs, allocated budget
  - 14 applications, one for October - too late to fix the budget (re-submission recommended) ; 32,600 EUR requested; available budget 13,600 EUR (+ 8,100 EUR with the top-up)
  - 2 STSM hosting offers - 8 proposals (2 submitted to both)
  - Rules
    - Priority for YRI,
    - 1 STSM per person, no more than 2 per institution, lowering some amounts if needed
    - Rough estimation: 200 EUR/travel, 100 EUR/day
  - Outcome: 6 people 10,650 EUR → (+1) 14,000 EUR
  - 6 on standby, 2 rejections (2 proposals per person)
  - No sure if a new call for year 1 is needed (some STSMs on standby are planned for July; if part of the budget left from Paris-Saclay, we might re-send a call)
  - Surely 1 call at the end of year 1 for STSMs in year 2
  - Future process: WG leaders might express interest in particular STSMs
- [OLESEA: 10 minutes] Reporting about communication
  - A [survey] about communication issues was prepared, to be sent out soon. It includes
    - A call for expressions of interest in building the expectations survey
    - Inquiry about a storing space for all documents of the action, and about instantaneous communication like Mattermost, etc.
    - Other issues
    - Feedback from Core Group needed by the end of the week
  - A contest for a logo - to be announced soon, 1000 EUR in year 1 budget to this aim
- [35 min.] Paris-Saclay meeting
  - [PC CHAIRS] Abstracts
    - 66 submissions, 1 withdrawn, [40 selected]
    - Presentation form for the abstract – all as posters or should any of them go to a WG session?
      - Random split into 2 groups are OK
      - Ask for 1 slide (1 minutes)
    - ~~Should we try to publish the proceedings on~~ [~~Open Research Europe~~] ~~(?)~~
      - ~~Advantage: a permanent repository for abstracts~~
      - ~~Should abstract go through another review process?~~
  - [AGATA] Expressions of interest (overlap with abstract co-authors)
    - 128 EOIs
    - Only 14 EOIs from the Extended Core Group

- [AGATA: 10-15 min.] E-cost invitations
    - See the [spreadsheet](#), column X (to invite)
    - Rationale for column X
        - Self-funded people - marked **0-Self-funded** in column X, invited but not reimbursed
        - Abstract presenters + ECG members + Beata - marked **1-Yes** in column X
        - Local participants: LISN, Paris, close to Paris, with no accommodation, only short/middle distance costs - marked **2-Maybe**
        - People with leading roles in the communities and seminal works - marked **2-Maybe**
        - The others chosen so as to balance the percentage of YRI, countries and gender, and have the most "Yes" columns in columns I (Inclusiveness), P (MC) and R (abstract co-authors); I also looked at their WG applications - marked **3-Balance**
        - The rest: YRI marked as **4-2nd round**, others marked as **5-3rd-round**
    - Adjusting and validating the list of the invited people (**vote**)
        - **Vote**: All in favor of the selection
        - In case of cancellation, we we invite new people with **4-2nd-round** prioritizing **YRIs and WG4**
        - Abigail should submit an EOI - she will be added to the list - DONE
- (Close-to final) [schedule](#)
    - Invited talks about the foundations of UniDive (UD/PARSEME)
        - Recent developments in UD (Joakim, Marie, Dan) - based on "10 years of UD" (talk at the UD workshop) and perspectives
        - PARSEME meets UD (who would present?)
        - Ryan Coterell from UniMorph - to be included in UniDive
    - Boosters + poster sessions; division into 2 sessions (no particular criterion)
    - Hybrid mode - probably possible (to confirm early March by Agata) - do we want to use it in plenary sessions and WG sessions (some candidates asked for it)?
        - Make the plenaries + boosters hybrid
        - WG1-WG4 do not want to go hybrid (the format is very interactive)
    - WG sessions
        - [KAJA: 3-5 min.] WG1 - see [notes](#)
        - [VERGINICA: 3-5 min.] WG2 - see [notes](#)
        - [JOAKIM: 3-5 min.] WG3 - see [(planned) email to WG members](#), see also a WG3 [survey](#)
        - [ABIGAIL: 3-5 min.] WG4 - see [notes](#)
        - Discussion:

- - ○ Feel free to adjust the workprogram form the proposal (it is 5-6 years old)
      - ○ Do we need to insert more details on WG session into the survey
    - ● [OLESEA] Collect video pieces
  - ○ 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
- ● [2 min.] Next CG meeting: **Thursday 16th March 2023 (on-site in Paris-Saclay), 5-6 p.m.**
  - ○ This could also be Friday evening? What do you prefer?

TODO

- ● [BEATA] Send out invitations
  - ○ Column X (to invite) in the spreadsheet; all the people with 1-Yes, 2-Maybe, 3-Balance
  - ○ Progressively fill in columns Z (e-COST invitation sent) and AA (Accepted/declined)
  - ○ Send notifications to those from the EOI who are not invited (in case of cancellations; some people might be invited in the second round)
  - ○ If cancellations: invite people from "4-2nd-round" with priority to YRI (column O) and WG4 (column N)
- ● Plenary talks
  - ○ [DAN, JOAKIM, MARIE] Provide a **title** for the plenary talk about UD (20 min. Presentation + 10 min. questions); prepare the talk
  - ○ [CARLOS, VERGINICA, AGATA, OTHERS] Decide who would present the "PARSEME meets UD" paper; prepare the presentation
    - ■ Agreed on Google slides, first draft on 10/03
- ● [PC CHAIRS] Abstracts
  - ○ [TODAY] Fix the new cancellation
  - ○ [FRIDAY 21/02] Notifications about presentation format for abstracts, with deadline for the 1-page booster slide
    - ■ See Google form for booster upload
    - ■ This page is an example from PARSEME
  - ○ [CARLOS] Collating booster slides
- ● [WG (CO-)LEADERS] WG sessions at Paris-Saclay
  - ○ Send pdf or links to details about WG sessions to add to the schedule, if needed.
  - ○ Include a short discussion about the meeting in Istanbul (should WG3 participation be increased? should another WG meet there also?)
  - ○ Remember to schedule the wrap-up of the WG sessions for the closing session
- ● [AGATA] Paris-Saclay schedule:
  - ○ Divide posters into sessions
  - ○ [AGATA: once the participants are confirmed] Add session chairs

- ~~Add WG links, if any~~
- ~~Add information about hybrid mode~~
- ~~Registration form (for lunches and social events)~~
- Communication
  - ~~[ALL: MONDAY 27/02] Feedback to Olesea about the the~~ ~~communications survey~~
    - ~~Aline: organize into sections, with navigation omitting optional parts~~
  - [OLESEA] Send out the survey shortly after, with deadline shortly before the meeting
  - [OLESEA] Send instructions about recordings needed to create a UniDive video
- Future activities
  - [AGATA] Talk to Gülşen about 20 people more in Istanbul (bigger WG3 group or another WG extra)
  - [AGATA, GULSEN, BEATA] Discuss lowering the reimbursement rate for Istanbul (before the MC meeting March 22)
  - Send out a call for local participants for year 2 meetings (if agreed)
  - Include Beata in the Core Group for decision making?
  - [NURIT, STELLA] For the next STSM selection, think of enhancing the process with feedback from WGs