UniDive core group meeting 9

20 June 2023

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

Attendants

Atul, Bruno, Dan, Gülşen, Joakim, Kaja, Marie, Olesea, Verginica, Agata

Agenda/minutes

- [ALL] Feedback from yesterday's **webinar**
  - Attendance
    - UD tutorial: up to 74 attendees (some from outside UniDive)
    - PARSEME tutorial: up to 53 attendees
    - GREW-MATCH tutorial: up to 47 attendees
  - Recordings and slides stored on [Google Drive](#) for the moment. What would be a better place for them?
    - Ask a platform for research data from CNRS?
  - 3-4 new people joining UD, and UniDive
  - [NURIT] Enthusiastic feedback about Grew-match and annotation exercises
- [AGATA, BRUNO] Introducing **Bruno** at the new WG1 leader
  - Many thanks to Carlos for having played this role so far!
  - Status of the vote as of Monday evening (19/06): 23 countries approved, 13 pending; end of the vote this night

- ○ [BRUNO] Thanks for inviting me; will to my best to animate WG1; plans to have subgroups + surveys + WG1 meeting early 2023 jointly with the 2nd general meeting
- [NURIT] News from **grants** and how to optimally spend the remaining budget?
  - ○ ITC conference grants - 2nd round STSM+ITC - no applications; no more calls planned
  - ○ Budget spent/allocated so far:
    - STSMs: 23650; ITC: 970, Total: **24620 EUR**
    - Initially planned budget (after the increase but before savings from Paris-Saclay): **22890 EUR**
    - From Nurit after the CG meeting: Because some people withdrew the **actual** sum for STSMs is 20,650 and the total is **21,620**
  - ○ Proposal: no new STSM call before Istanbul; allocate the **remaining saving to Istanbul**
  - ○ [AGATA] In case of slight savings (up to 4000 EUR) from Istanbul → allocate the money to the website instead of years 2-4 (6000 EUR in total to be claimed for the website out of the 12000 EUR allowed by COST)
    - Would the CG agree to allocate 6000 EUR to the website across the 4 years + 5 years of maintenance?
      - Approved by email by: Joakim, Marie-Catherine, Atul, Abigail, Verginica, Bruno, Gülşen, Nurit, Kaja, Voula, Olesea, Dan
  - ○ In case of higher saving, last minute STSMs could be announced
  - ○ Call for year 2: end June with submission deadline early October
    - Proposals cannot be submitted before the beginning of year 2 (1 Nov)
    - Call for STSM proposals early enough so that people can get ready; ask for informal EOI, to be confirmed by a formal submission
  - ○ The EOIs may count in the Draft and Budget Plan for year 2
- [JOAKIM] Progress in organizing the **Istanbul** meeting
  - ○ [AGATA] Ongoing MC vote for lowering the daily allowance to 160 EUR and for extending the scope to the Turkic issues
    - So far 10 countries approved, 26 pending.
    - Deadline 22.06 (23:59)
    - Invitations can start on 23 June
  - ○ Venue:
    - On the campus
    - Hotels on the campus
    - Under preparation: a form about special needs from the attendees
    - Social events: maybe a boat tour and/or a dinner together
  - ○ Scientific program:
    - ½ day for the ongoing tasks; subtask leaders are sharing forms, preparations ongoing
    - Evaluation campaigns
  - ○ Invitation process

- - First round - 36 people reimbursed (3 from the Turkic group); 7 locals or with independent funding
    - Second round - 4 additional people (3 from the Turkic group)
    - One late EOI yesterday
    - No budget used for invitees non-COST countries this time
  - Turkic subgroup meeting - in parallel (organizer: Cagri Coltekin 30/05)
    - Call for participants sent out widely (e.g. on corpora list); 18 responses
    - 14 on-site participants (6 are from COSt countries); 5 non-COST
- **[ALINA, OLESEA, AGATA] Communication**
  - [AGATA] Logo contest
    - Timeline
      - 30 May: Call for logo proposals published
      - 7 July: Proposal submission deadline
      - 14 July: Extended deadline
      - 31 July: Feedback from the Core Group (which proposals to eliminate)
      - 3 August: Call for vote casting from unidive-all
      - 28 August: Voting deadline
    - Status: one request from outside Poland
    - Poster for Logo Contest https://unidive.lisn.upsaclay.fr/lib/exe/fetch.php?w=400&tok=90b3ff&media=logo_poster.png
  - [OLESEA] News from the expectation survey (if any) - ongoing work
  - [OLESEA] Communication plan - a draft was initiated
  - [OLESEA] News from **Telegram** (if any)
    - Installing/configuring Telegram for the CG members https://docs.google.com/document/d/19olZ0uJBwPXw5swfh9NoYL9jcVS0EItBBne6CHnwyH8/edit?usp=drive_link
    - Groups are already created
    - Invite link to the Core Group: https://t.me/+DTMJmgeeL30wYjZi (install the messenger)
    - Could a video be useful?
    - [ALL] Test Telegram before advertising [MARIE: via the link, it seems pretty easy, @Olesea: could you create an invite link for all the groups you have already made?]
    - @Marie Yes, I can create right now)
    - WG1 - https://t.me/+PnscnnMEf1MxZjVi
    - WG2 - https://t.me/+ZuyMkFCIWQ82NzAy
    - WG3 - https://t.me/+496XKdbSyqI1MDli
    - WG4 - https://t.me/+tYrY7nB3Qyw5NjBi
    - UniDive Announcement Channels - https://t.me/+9-2Wi_Nun-diYzdi
  - [OLSEA] Participation to a communication seminar - visual identity condition to publish on unidive-all
  - [AGATA] Gitlab vs. Github

- ■ UniDive organization created on Github; most WG co-leaders added as owners. The others should send their Github logins to Agata
- ■ Atul proposed help:
    - ● Help new users (if they need any help)
    - ● Help to make an interactive GitHub page similar to UD, SemEval or IWSLT
    - ● Check if the functionalities we have with a basic organization are enough for us; would we need an academic account (e.g. to have the "Team" feature for free) and if e.g. Agata asks for it for her personal account, can the whole organization benefit?
    - ● Draft a small user's guide to our Github for new users (creating an account Github, asking to be joined to the UniDive organization, choosing and browsing a repository, reading/adding/deleting files, etc.)
- ■ See also
    - ● About organizational accounts on Github
    - ● documentation on discount account
- ○ [AGATA] Google Drive
    - ■ Agata studied Google Drive documentation and there seems to be no easy solution to share folders within an organization; complicated solutions found
        - ● Create a Google Workspace and use shared drives - but this requires to buy a domain (like unidive.eu)
        - ● Apply for Workspace for Education - here, a university must subscribe
    - ■ Proposal: Continue using Google Drive individual accounts, with master documents (centralizing useful links for a given WG or task), like this one.
- ● [AGATA] Next year's **Work and Budget Plan**:
    - ○ Proposals from event organizers launched on 26 May, deadline: **15 june**
    - ○ 1 general meeting early 2024
        - ■ Proposals:
            - ● Valletta, Malta (Claudia Borg): 22 - 23 January, 29 - 30 January, 01 - 02 February
            - ● Jerusalem, Israel (Chaya Liebeskind): 19-22 or 26-29 February 2024
            - ● Naples, Italy (Johanna Monti): 8-9 (15-16) February 2024
            - ● Warsaw (Alina) - a backup option
        - ■ [BRUNO] Have a 1-day WG1 session just before the general meeting (deliverables from WG1 are quite early on the agenda of UniDive)
    - ○ 1 training school summer 2024
        - ■ Proposals
            - ● Budapest, Hungary (Veronika Lipp): 10–14 or 17–21 June 2024
            - ● Jerusalem, Israel: 8-12 or 15-19 July or 29 July-2 August 2024

- - - Tbilisi, Georgia (Irina Lobzhanidze): 24-28 June or 1-5 July 2024; complications with the budgetary requirement (the university must receive funds in advance, an agreement for a fixed budget must be signed in advance)
      - Warsaw (Alina) - a backup option
  - How do we decide?
    - Criteria:
      - No specific WG1 criteria
      - Organize an MC vote for particular venues or just the final MC vote for the whole WBP?
      - [JOAKIM] People who applied last year: Budapest, Tbilisi
      - [VERGINICA] In PARSEME there was supposed to be a meeting in Haifa, it was re-located due to Gaza conflict escalation; next year might be an occasion to make up for it
      - [NURIT] Jerusalem - attractive venue for many, but better in the winter than in summer
      - [KAJA] Budapest - good venue since more centrally located, more easily accessible for everyone
      - Converging towards Jerusalem in February and Budapest in summer?
    - Indicative CG votes:
      - Vote 1: General meeting in Valletta: 0; Jerusalem: 5; Naples: 0
      - This points at Jerusalem for the general meeting and at Budapest for the training school
      - Vote 2: Jerusalem in winter, Budapest in summer: 8 in favor, 1 abstaining
    - Further input:
      - [NURIT] Weekends in Israel are on Friday-Thursday (no public transportation from Friday afternoon to Saturday evening); Monday-Tuesday or Tuesday-Wednesday might be a good slot
      - Constraints on the dates:
        - Marie can't make 26 Feb
    - Ask people if they can also organize an event a year after (Johanna, Claudia); contact Chaya and Veronika for more details
  - Joint MWE/UD workshop at COLING/LREC (up to 2 days) with papers + hands-on WG session?
    - Call for workshop is out, deadline in **October 13, 2023**; we will not know before the end of year 1, but we can start including it to the WBP
    - [JOAKIM] He and 2 UD chairs from last year were approached by Kilian (on behalf of the MWE section of SIGLEX) for a joint event; positively received; TODO: get back to Kilian; agree on how many chairs are needed, looks like we will be going for a joint proposal
    - We can use UniDive budget for
      - Invited speakers (from all over the world)

- ● Some participants (with papers?)
- ● [AGATA] Next CG meeting
  - ○ We have no pre-booked slots
  - ○ Is a meeting in July and/or August needed?
    - ■ Not needed for WG3
    - ■ Not quite necessary from communication issues
    - ■ There will be no CG meeting in July/August; if needed subgroup meetings can be organized
  - ○ Constraints for recurrent slots for after summer
    - ■ Beata - after summer not available on Tuesday and Wednesday morning
    - ■ Marie - not available on Mondays morning
    - ■ Joakim - Thursday morning are tricky
    - ■ Olesea - Monday morning tricky
    - ■ Dan - doesn't know yet
    - ■ [AGATA] Find slot late July/August

TODO

- ● WG1 leadership
  - ○ [AGATA] After the end of the MC vote, announce Bruno as the new WG1 leader
  - ○ [AGATA] Add Bruno to the CG, ECG mailing list, website; remove Carlos
- ● Webinar
  - ○ [DAN, MARIE, JOAKIM, BRUNO] Upload recordings and slides here
  - ○ [AGATA] Make the webinar material available (ask IT staff at Paris-Saclay)
- ● Communication
  - ○ [ALINA: mid-July] After the logo proposal deadline, share the proposals with the ECG
  - ○ [ALL: late July] Look at all the logos, spot issues if any
  - ○ [ALINA: early August] Organize and launch a vote via unidive-all
  - ○ [ALINA: late August] Announce the result
  - ○ [OLESEA] Send out call for logo to the COST communication networks
  - ○ [OLESEA] Create an invite link for all the already existing groups
  - ○ [OLESEA] Prepare the visual identity presentation; then advertise to unidive-all; include the new UniDive logo(?)
  - ○ [ALL] Install Telegram and try getting used to it (see guide above); gather remarks and questions
  - ○ [ALL] If you are not member on UniDive organization on Github, send your Github login to Agata
- ● Istanbul
  - ○ [BEATA] Start sending the invitations to Istanbul; ask people to submit already bought tickets or price estimations to e-cost asap
- ● WBP year 2
  - ○ [ALL] Check your constraints for Jerusalem (19-22 or 26-29 February) and Budapest (10–14 or 17–21 June) dates

- - - - ■ Joakim: no hard constraints but would prefer the earlier dates for Budapest (due to midsummer week in Sweden)
  - - - - ■ Agata: prefers earlier week for Budapest due to teaching duties
  - - - ○ [AGATA, BEATA] Check that all the conditions are met in Jerusalem and in Budapest (hotels in Jerusalem quite expensive, no lowering of daily allowance will probably occur; rooms in Budapest - probably big enough since we expect <=50 participants)
  - - - ○ [AGATA] Ask Johanna and Claudia if they can delay event organization by 1 year
  - - - ○ [AGATA: 23 JUNE] Notify the event organizers
  - - - ○ [AGATA] Talk to Giuseppe about when and how to start drafting WBP for year 2
  - - - ○ [AGATA] Forgotten issue: discuss by email extending the website budget in the upcoming years
- ● [AGATA: late August] Find a slot for CG meetings after summer

Proposals from potential event organizers

General meeting 2

Malta

On 06/06/2023 10:24, Lucienne May Bugeja wrote:
Dear Beata,

We can host the **General Meeting** only and we suggest one of the following dates :
22 - 23 January
29 - 30 January
01 - 02 February

The following are costs based on 80 pax :
Rental of Aula Prima (taking a max of 142 pax) @ 358E per day
Rental of meeting room 103 (taking a max of 50 pax) @ 250E per day
Conference packs (folder, note pad, pen, photocopy of programme, name tag) @ 6E per person
Rental of 13 poster boards (to be used on both sides) @ 405E for both days
Coffee breaks (tea, coffee, water, biscuits) @ 5E per person per break

The above rates do not include VAT

Kindly let me know whether you would like to book any of the suggested dates.

We organize a number of COST meetings every year so we are familiar with the procedure.

If you choose the dates (not necessarily confirm the meeting in Malta) I will email a number of hotels asking for preferential rates.

What we usually do for conferences and meetings is we set up a website offer a number of hotels in different categories, an optional social programme with an online payment portal and all information one would require. This is a link to a website for a COST meeting we have at the end of this month. Of course the hotel rates are more expensive than yours would be because June is peak season in Malta.

https://www.um.edu.mt/events/costdevotion2023/

With kind regards
Lucienne

Lucienne M Bugeja
Operations & Events Manager
University of Malta
Valletta Campus
Tel (00356) 2340 7511

Jerusalem

Dear UniDive Extended Core Group,

We would like to express our interest in hosting one of the next UniDive events:

Local organiser: Chaya Liebeskind
Local organiser institution: Jerusalem College of Technology
Venue: Ha-Va'ad ha-Le'umi St 21, Jerusalem
 https://goo.gl/maps/eGPhH4PyVDdeaava6
Country: Israel
Preferred dates for the 2nd general meeting: February 19-22 or 26-29 2024
Preferred dates for the 1st training school: July 8-12 or 15-19 or 29-2 (August) 2024
More relevant details: We have adequate means to host the meeting.
Physically, we have two halls that seat 150 and 300 people, respectively. We are capable of running four parallel sessions. We can organize a reception, coffee breaks, lunch, and dinner (gala). We can also arrange a shuttle to the meeting from the city center. We also offer to arrange a guided tour to the old city or a one-day guided trip either to Masada-Ein Gedi-Dead sea or to the Galil.
Hybrid mode, we have technical means and a supporting team to organize a hybrid meeting.
Estimation of hotel prices: (from Booking.com (prices+number of available places):

€ 0 – € 50	8
€ 50 – € 100	79
€ 100 – € 150	117
€ 150 – € 200	122
€ 200 +	164

Here you can find more information about public transportation:
https://www.jct.ac.il/כניסה/nexus-workshops-days-in-jerusalem/getting-there

Best regards,

Chaya

Naples

See the proposal from Johanna Monti

Warsaw

Alina: If not enough candidates, a meeting or a training school might be organised in Warsaw.

Training school

Budapest

See the proposal by Veronika Lipp

Jerusalem

See the proposal above by Chaya Liebeskind

Tbilisi

Dear Agata,
Hope this email finds you well. Today, I received the administrative calculation for organizing the summer school in Tbilisi, 2024 (see attached file).

There are some restrictions, the administration wants you to know. Especially, Ilia State University as a public entity has several restrictions on financial transactions. First, the university cannot prefinance grant-related activities and reimburse afterward to the university account. The funds dedicated for grants are managed through the State Treasury and Ministry of Finance, hence it is recommended that the university receives funds to be used for this activity in advance, prior to the activities.
Second, to be able to receive grant funds, we need to sign a bilateral agreement with a fixed budget and time for the activity.

Third, to be able to do VAT exemption in Georgia, the donor and e-COST coordinator in the country need to file a direct application for tax exemption to the Georgian authorities. VAT exemption is relevant only for procurement costs, including external services.

After the grant registration and VAT exemption, ISU will be able to purchase services through procurement procedures and process payments with tax exemption under the grant agreement within three months of the month of taxation (Article 181 of the Georgian Tax Code).

For further information and contact details, please visit the Revenue Service website www.rs.ge. Once this project is listed on this website, then we can exempt the project from VAT. Otherwise, the fee of 18% of the services needs to be paid.

We also prefer that the contribution to the organization of the training school is transferred as a lump sum under the grant agreement and detailed calculations and invoices will be prepared once the activity is finished.

Unfortunately, we were not able to find any special form to fill it; if it exists, please let us know.

P.S. For any queries or in case of any questions, I have included the representatives of the administration in the CC.

Yours sincerely,
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Irina Lobzhanidze, PhD
Professor of Linguistics