

UniDive core group meeting 13

16 January 2024

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

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Attendants

CG members: Atul, ~~Beata~~, Bruno, Dan, Alina, Joakim, Marie, Nurit, Olesea, Verginica, Agata

PC chairs: Ranka, Victoria, Johanna

Naples Local Organizer: Johanna

Agenda/minutes

- 2nd General Meeting in Naples
 - [Program](#) online
 - A tour and a welcome cocktail planned for the evening of day 1
 - No update on UniDive is planned in the (very short) opening talk - those are regularly announced in newsletters
 - When can we announce the program - with the registration form (see below)
 - [JOHANNA, MARIA PIA] Local organization
 - The attendance lists have to be signed every day!
 - [Draft](#) registration form
 - Kaja and Bruno are also preparing a form concerning day 1 sessions
 - Both forms will be joined to avoid multiple input from the participants (and inconsistencies).
 - Include questions about distant participation on day 1
 - Who should fill in the form?
 - Undive-all (to allow distant participation)
 - Deadlines
 - Publishing: next Friday 19 Jan
 - Filling in: 26 Jan
 - Technical details:
 - we have **eduroam**
 - we are going to ask for a **dedicated wifi account** for the participants that do not have eduroam
 - technical support is on site

- we use **Microsoft Teams** and it would be important that the people connecting online have a Microsoft teams account, otherwise I have to enquire my IT office if it is possible to use a ZOOM license for the days of the meeting
 - [WG Leaders] Which sessions should be hybrid?
 - Day 1: all
 - Day 2: Invited talks
 - 2 chairs: 1 for the room, 1 online (with Teams installed locally; attendance logs to collect?)
 - Day 3:
 - The detailed program of these sessions is not yet clear
 - Communication in large hybrid sessions is very difficult. If hybrid participation is allowed in these sessions, only listening distantly should be allowed
 - [1st Feb: WG co-leaders] decide which session is hybrid and which rooms they need
 - [RANKA, VICTORIA, JOHANNA] Posters
 - Requirement for posters
 - Use similar rules to the [instructions from Paris-Saclay](#)
 - Change the **submission link** of the booster slides and posters to the Open Review
 - Recommend poster **templates** (prepared by Olesea) but don't make them compulsory
 - Publish the requirements online at the meeting webpage (Olesea can help)
 - Announce the requirement (this week)
 - Olesea plans a video of authors explaining their posters, to be made accessible after the meeting. This might include the booster session.
 - [BEATA] State of invitations and budget
 - 133 [EOIs](#)
 - 91 e-cost [invitations](#) sent out, including 16 self-funded; 81 acceptances so far
 - Estimated budget: -5000 EUR (we expect last-minute cancellations)
 - Reimbursements in case of private stay:
 - Checked with Beata: if you stay longer in Naples for personal reasons, the days before/after 7-9 Feb do not count into reimbursement. The traveling days do count, to establish the precise number of daily allowances.
 - [NURIT] STSM applications
 - STSM budget for 2nd year: 28,765 EUR
 - Proposal
 - Accept 9 (total 14)
 - Total grants: 15,700 EUR (with adjustments to requests)
 - Gender: 4 female (total 8), 5 males (total 6)
 - ITC countries: 4 (total 6)

- Seniority: 2 students, 2 recent PHDs, 5 senior
 - Notifications to send out today
 - Next round will come soon
- [JOAKIM] [MWE-UD workshop](#) - recent progress
 - 1st CfP sent out
 - Invitations to keynote speakers sent out
 - 2nd CfP to send out soon
- 1st Training School in Jerusalem (July 8-12) - recent progress
 - Current confirmations from trainers at the [event's page](#)
 - Ivan - conditional acceptance
 - Preference for having a co-trainer, OK for Lonneke van der Plas, Tanja Samardžić or Miryam de Lhoneux
 - Agata will proceed with invitation
 - Waiting for the decision about the venue, before strong confirmation (would prefer a venue easier to reach)
 - Venue - when do we want to make the decision?
 - Decide at the CG meeting in Naples (8 Feb) about going to Jerusalem or not. Take next steps accordingly (including an MC vote).
 - Feedback
 - Marie-Catherine - her university does not allow going to Israel currently
 - Joakim - similar recommendation from the ministry in Sweden (the universities are supposed to follow)
 - Nurit: things are changing very quickly, it is a good idea to decide in Naples; the fact that we even are considering coming is already supportive of the community (not the government)
- [ALINA] Forthcoming [deliverables](#) - content, WGs involvement, deadlines
 - See the [spreadsheet](#) prepared by Alina
 - WG leaders are asked to verify their WG sheets
- [DELAYED TO THE NEXT MEETING]
 - Towards a strategy from integrating experts of low-resourced languages
 - There are ongoing tasks for newcomers to UD for instance
 - But need was also expressed for more basic support (what is out there, whom can I join and how)
 - First ideas [here](#)
- Year 3 events:
 - What kind of events do we wish in year 3?
 - 3rd General Meeting + 3rd UniDive workshop - early 2025
 - WG3 shared task on Morpho-Syntactic Analysis-Parsing (culmination with an established workshop, e.g. UD workshop)?
 - Dedicated WG2/WG4 meeting?
 - Think about it for the next meeting
 - Set up a generic schedule for a UniDive event organization
 - Send out a call for local organizers of the 3rd general meeting soon
- Any other business

- Andrea Tortajada moved to another job
- Our new Administrative Officer is Nathalie Warengchien
- Next meeting: **8 Feb, 2024 16:45-18:00 in person in Naples.**

TODO

- Naples
 - ~~[RANKA, VICTORIA, JOHANNA: this week] Send out the instructions for posters~~
 - ~~[AGATA] Make sure Ranka and Victoria can edit the website~~
 - [JOHANNA, MARIA] Provide the details of the social events
 - [Friday 19 Jan: JOHANNA, MARIA, BRUNO, KAJA, AGATA:] Draft and publish the registration form. Don't forget the permission for videos/photos.
 - [26 Jan: PARTICIPANTS] Fill in the form
 - [AGATA] Find 2 chairs for the invited talks
 - [1st Feb: WG CO-LEADERS] Decide which session on day 3 is hybrid and which rooms they need
 - [RANKA, VICTORIA, JOHANNA: late January] Publish the abstracts, posters (and slides?) on the website
 - [RANKA, VICTORIA: early February] Select chairs for the poster sessions, collate the booster slides.
 - [JOHANNA, MARIA: during the meeting] Don't forget to collect signatures of the attendance lists every day!
 - [AGATA] Check if collecting logs from the hybrid session is needed - not needed
- Training School
 - [AGATA] Contact Lonneke/Tanja/Miryam
 - [AGATA] Add the vote about the venue to the ECG meeting agenda in Naples
- Misc
 - [20 Feb: WG LEADERS] Check the deliverables spreadsheet
 - [ALL: 20 Feb] Think of what kinds of events you wish in year 3.
 - [AGATA, BEATA, ALINA] Set up a generic schedule for a UniDive event organization
 - [AGATA] Draft a call for local organizers for the 3rd General Meeting
 - [AGATA] Announce the new Administrative Officer
 - [AGATA] Add a call for information about shared publications to the next newsletter
 - [AGATA] Document the website edition, without Media Manager visible in the admin interface (see LISN IT staff email)