Open Modeling Foundation Executive Committee Meeting  
Date/Time: Wednesday 15 February 2023 at 8 am (GMT-7)

Attendees:  Michael Barton, Laura Swantek, Karin Frank, Min Chen, Junzhi Liu, Rebecca Koskela, Serena Hamilton, Volker Grimm, Jazmin Zatarain Salazar, Takuya Iwanaga, De Pembrey MacNamara, Chris Erdmann, Bert Jagers

Not in Attendance: Allen Lee

Agenda
- Standing meeting dates
  - Second Wednesday or Thursday of the month?
    - Wednesday (late morning will probably work best for everyone)
    - March meeting will be in Leipzig- Executive Committee Meeting (will need agenda)
    - Will figure out before April meeting: https://timezonewizard.com/
- Members Council meeting in Leipzig
  - Sessions
    - 2 sessions to accommodate time zones
      - This is limiting for conversation
      - 3-4 hours/day for 2 days- split or find a compromise time?
        - In-person members could join both sessions
      - Or do primarily evening meeting, with Executive Committee meeting in the morning
      - Morning in Europe works best for Takuya
    - Executive Committee Meeting in the morning, Members Council meeting in the evening
      - Morning meeting on 1 day, Evening meeting on both days
    - Response to participation query: 39 remote attendants, 8 in-person attendants
- Accommodations for people?
  - Provide Karin with contact information for people who will be attending in-person (emailed 15 Feb)
  - Setting meeting agenda for Members Council
    - Code of Conduct- Members Council vote
      - Not what motivates people to work on the OMF- don’t start with it and limit time on it (Volker)- will need to be sent to MC before so they are aware and can vote with prior knowledge
    - Expanding OMF membership
      - Identify and contact organizations from S. American and Africa
    - Standardizing the message across the parts of the website
      - Defining what we mean by accessibility, reproducibility, etc.
- Clarifying message, mission, goals of the OMF
  - Karin- Update the Foundation on Working Groups, Sloan Foundation funding, what has been achieved, what is planned for next, and other things that have happened recently with the Exec Committee
- Put the Code of Conduct in this discussion
- Reports from the Exec Committee, Working Groups, Code of Conduct and then time for discussion and voting
- Leipzig- 2 lecture rooms, equipped with technology for streaming/hybrid, breakout rooms
- Is there interest in anyone starting a newsletter as a guest editor?
- Plenary and sessions with feedback, breakout groups
- Day 1 is information, Day 2 is discussion/interactive (what topics do we want to discuss on this day?)
  - Michael and Laura to start a draft of the Agenda to send out to everyone for suggestions
  - Discussion on who is writing papers and what are they on
  - Distributing money for travel
- Code of Conduct Discussion
  - 2 Sections: expectations of member conduct and things members shouldn’t do
    - Should we focus on what people should do rather than shouldn’t do?
    - Reporting behavior- no language about the person being accused of bad behavior being anonymous- not having an assumption of guilt
    - Sloan money is coming through ASU (OMF is not an ASU organization), run the Code of Conduct through ASU council
    - De: should go to ASU council for review; where are the boundaries (not meant to be do this/don’t do that), these are examples of what is good/bad conduct
    - Rebecca: What we are expecting is at the top, so we start with the positive behavior; who is the group of people who receive problems?
      - Executive Committee?
      - Agrees that we should add: no assumption of guilt
      - What happens if the complaint is against someone on the Exec Committee? The person recuses themselves from the discussion
        - De: put it out to the Members Council
    - Michael: De and Rebecca to tweak a little, and then send to ASU legal, and then we present this as a draft to the Members Meeting at Leipzig
    - Thank you to De and Rebecca for their hard work on the Code of Conduct! They have done a great job!
- Working Group Updates
  - Volker, Standards: survey has been completed with feedback, will be meeting soon to discuss further
  - Chris, Certification:
    - Meeting with Sandra Gesing today to develop WG plan
We will discuss the student support, our list of stakeholders, along with the in-person mtg (described below).

Initial discussion about an in-person mtg with key stakeholders (questions: are we limited to US location, UK seems like a good place, and how much would be available for travel support - we can work with a partner to absorb the hosting costs)

- Junzhi, Education and Outreach
  - OMF Forum- promoting the Forum
  - Looking for more members coming from other places

- Takuya, Early Career Scholars
  - Encouraging use of Discord
  - More regular meetings- 2 monthly
  - Writing a paper about reproducibility from perspective of ECS
  - At Leipzig: discussion on who is writing papers and what are they on
    - How can ECS be more involved?
  - What are the cutting edge practices, are they available to everyone?
  - White paper that can be used to guide training efforts- important action for the Working Group
    - https://wholetale.org/
    - https://workflows.community/

- Meetings to be a little bit longer? 1.5 hours?
- Short organizational meeting at the end of February to get Leipzig organized with Michael, Laura and Karin

Meeting Chat

08:02:37 From Takuya Iwanaga to Everyone:
Understandable, it's 2am here in Canberra

08:03:20 From De, Canberra, Australia to Everyone:
Likewise Takuya :-)

08:03:38 From Rebecca Koskela to Everyone:
@Laura - I can email you a copy

08:05:28 From Laura Swantek to Everyone:
https://docs.google.com/document/d/1KrN-84cLAGUjwjAZyqIvIXzL7i2pMwGF/edit?usp=share_link&ouid=112465479900760966048&rtpof=true&sd=true

08:05:38 From De, Canberra, Australia to Everyone:
5am Australian time is normally a good time across the world

08:05:41 From Laura Swantek to Everyone:
Thanks Rebecca, I think I got it!

08:07:11 From Chris Erdmann to Laura Swantek(Direct Message):
Here for 10 min, parent teacher mtg, sorry for the overlap

08:07:33 From Laura Swantek to Chris Erdmann(Direct Message):
Thanks Chris- good luck in you parent teacher meeting

08:09:49 From Takuya Iwanaga to Everyone:
08:10:51 From Jazmin Zatarain Salazar to Everyone:  
https://timezonewizard.com/
08:11:24 From Takuya Iwanaga to Everyone:  
Reacted to "https://timezonewizard..." with ❤️
08:11:53 From Takuya Iwanaga to Everyone:  
Canberra will change to standard time in April
08:22:18 From De, Canberra, Australia to Everyone:  
Are the sessions going to be recorded in the future?
08:44:39 From Laura Swantek to Everyone:  
Last agenda:  
https://docs.google.com/document/d/1oeJ6d-PkURaixR7rV7bwfgiMsdEDlveP_m4TD89Bz5l/edit
08:52:47 From Takuya Iwanaga to Everyone:  
Second that, thanks Rebecca and De, not an easy task!
08:54:30 From De, Canberra, Australia to Everyone:  
Hi Laura - is there a link to the Draft Code of Conduct?
08:55:25 From Takuya Iwanaga to Everyone:  
Thanks for volunteering Volker 😊
09:07:37 From Michael Barton to Everyone:  
wholetale.org
09:08:37 From Chris Erdmann to Everyone:  
@Takuya there is a workflows community  
https://join.slack.com/t/workflowscommunity/shared_invite/zt-1pcsmniv6-IrEix3hdb50pFFcp3E5nQ
09:08:51 From Takuya Iwanaga to Everyone:  
Awesome, thanks!
09:09:18 From Chris Erdmann to Everyone:  
https://workflows.community/
09:11:58 From Chris Erdmann to Everyone:  
Have to go, take care 😊
09:12:12 From Takuya Iwanaga to Everyone:  
Reacted to "wholetale.org" with 👍