

Minutes of Steering Committee Meeting No.23 2022.01.25

Attendees

- [JB] Justin Baker
- [MS] Manodeep Sinha
- [NL] Nooriyah Poonawala-Lohani (Chair)
- [JS] Janet Stacey

Apologies

- [RL] Rebecca Lange
- [RM] Rowland Mosbergen

Discussion

For the detailed agenda see: [GitHub Issue 38](#)

- Approval of Previous Minutes

Previous minutes unavailable at the time of meeting.

- Planning Activities

- Confirmation of International RSE council rep

RM has been approved as our representative to the International RSE council. It is recognised that the meetings for that group are scheduled for 1am AEDT. We support utilising any opportunity to contribute in a different way if timezone makes attendance not workable.

- RSE Survey outcome [MS]

The survey is still open. Response numbers are low. Recommendation to advertise to improve numbers.

- **Direction/Strategy for the new committee**
This item was parked until the next meeting

- **Social Media guidelines**
Raised that we need some guidelines to direct how messages should be sent to the community and a code of conduct on our social media accounts. There is nothing written down. Agreement that this would be a good idea. This could be added as rules on LinkedIn. All committee members are admins on the LinkedIn account.

- **au-RSE conference ideas**
This item was parked until the next meeting

- **Domain registration**
This process has been completed (rse-aunz.org). Autoforwarding does not appear to work.

- **Email aliases for domain**
Pending completion of the domain registration. The email aliases will not work temporarily.

- **Actions From Previous Minutes:**

- None

- **Any Other Business**

- eResearch NZ 2022 (9-11 Feb online)
A talk has been accepted on the RSE KPIs and recent events held (scheduled for Friday 11th 10.50am NZT). All members are invited to contribute to the content. Members reminded of the metrics white paper being worked on [‘Metrics’ white paper](#)

- Governance Document
Related to the code of conduct, a [draft governance paper](#) has been started

- Housekeeping
The meeting invitation for this meeting to be checked to ensure it is recurring for all attendees **DONE**

● Actions Carried Forward

[MS]

- Source minutes of previous meeting from former secretary and circulate. **done**
- Readvertise RSE survey to AU contacts
- Check on Domain registration auto-forwarding error and email aliases

[NL]

- Readvertise the RSE Survey to NZ contacts.
- Create a google slide deck for eResearch talk and share with committee
- Initiate a google doc based on the code of conduct from the last RSE conference as a start on social media guidelines

[JS]

- Check feasibility of attendance at eResearch to support NL talk

[All]

- Review and contribute to the first draft of 'Metrics' [white paper](#)
 - C3DIS: [Planning Document](#), [Metrics Presentation Slides](#), [Metrics for RSE Contributions](#), [Recording](#).
- Review and edit Governance document as appropriate
- A followup prep session for the eResearch talk has been arranged **8th Feb 10am AEDT/12pm NZT** to finalise content
- Support RSE survey by pushing advertising through their networks

Next Meetings

- Scheduled: **Tues 22 February 2022 2pm AEDT/4pm NZT**
- eResearch pre session - **8th Feb 10am AEDT/12pm NZT**

Notes

These minutes have been drafted under part of the [Chatham House Rule](#). This promotes openness, and inclusion, by not attributing any specific comment to any individual/s. The exception is that participants are necessarily listed as attendees of the Steering Committee meeting.
